

Agenda for a meeting of the Raglan Community Board to be held in the Town Hall, Supper Room, Bow Street, Raglan on **WEDNESDAY 12 MAY 2021** commencing at **1.30pm**.

*Information and recommendations are included in the reports to assist the Committee in the decision-making process and may not constitute Council's decision or policy until considered by the Committee.*

- 1. APOLOGIES AND LEAVE OF ABSENCE**
  
- 2. CONFIRMATION OF STATUS OF AGENDA**
  
- 3. DISCLOSURES OF INTEREST** **2**  
*The Register of Interests for the Board is attached for information purposes and for members to update any interests they may have.*
  
- 4. CONFIRMATION OF MINUTES** **4**  
 Meeting held on Wednesday 31 March 2021.
  
- 5. PUBLIC FORUM**
  
- 6. REPORTS**
  
- 6.1 Raglan Surf Life Saving Club Report *Verbal*
- 6.2 Hikotron Report *Verbal*
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- 6.4 Raglan Works, Actions & Issues Report: Status of Items May 2021 17
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GJ Ion  
**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	30 April 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0303
<b>Report Title</b>	Register of Interests

## **1. EXECUTIVE SUMMARY**

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A copy of the Register of Interests is attached for the Board's information. The register will be updated following receipt of information during the year.

## **2. RECOMMENDATION**

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**THAT the report from the Chief Executive be received.**

## **3. ATTACHMENTS**

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Register of Interests – Raglan Community Board.

## Register of Elected Members Interests - Community Boards

		Financial Interests <i>Please refer to Statement Reference here.</i>		Non - Financial Interests								
Name	Community Board	1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Gabrielle Parsons	Raglan	No	N/A	• Valencia Limited (Marine Engineering)	• Valencia Limited (Marine Engineering)	• Raglan Naturally (Community led development)	• Bradley Family Trust (Trustee)	• COGS Waikato West (Committee)	1x Raglan (Owner)	N/A	N/A	N/A
Bob McLeod	Raglan	No	6 - No answer entered	• CLOUDS (Training)	N/A	N/A	N/A	• Raglan Ratepay Community Inst (President) • RCB Representative - Raglan Holiday Park Papahua Board	1x Raglan (Owner)	N/A	N/A	N/A
Satnam Bains	Raglan	No	N/A	• Satnam's Supermarket Ltd (Retails • Rano Community Trust (Grants/Community) • Downunder Developments (Property)	N/A	• Satnam's Supermarket Ltd (Retails • Rano Community Trust (Grants/Community)	• Rano Community Trust (Chairman) • Bains Family Trust (Beneficiary)	• St Johns Raglan (Executive Member)	N/A	N/A	N/A	N/A
Dennis Amoore	Raglan	No	5 - No answered entered	Fairlight Developments (Director)	N/A	Fairlight Developments (Director)	Raglan Surflife Saving - Amenities Trust (Trustee)	N/A	4x Raglan (Owner)	N/A	N/A	N/A
Tony Oosten	Raglan	No	N/A	No interests to declare	N/A	Fonterra (Dairy Manufacturer)	• Waikato Trust A&B (Trustee) • Raglan Naturally Trust (Trustee)	Trustee Raglan Naturally Community Trust (acting on behalf of Raglan Community Board)	2x Raglan (Owner)	N/A	N/A	N/A
Chris Rayner	Raglan	No	N/A	Raglan Farmstay (Accommodation)	N/A	Raglan Farmstay (Accommodation)	• Te Whare Trust (Director) • J & V Rayner Trust (Beneficiary)	N/A	1x Raglan (Director of Te Whare Trust)	N/A	N/A	N/A

YELLOW INDICATES THAT THE ELECTED MEMBER DID NOT SUBMIT A COMPLETED FORM

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### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	GJ Ion Chief Executive
<b>Date</b>	3 May 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0507
<b>Report Title</b>	Confirmation of Minutes

### **1. EXECUTIVE SUMMARY**

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The minutes for a meeting of the Raglan Community Board held on Wednesday 31 March 2021 are submitted for confirmation.

### **2. RECOMMENDATION**

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**THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 31 March 2021 be confirmed.**

### **3. ATTACHMENTS**

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RCB Minutes – 31 March 2021

**MINUTES** of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **WEDNESDAY 31 MARCH 2021** commencing at **1.30pm**.

**Present:**

Mrs G Parson (Chairperson)  
Mr B MacLeod (Deputy Chair)  
Mr S Bains  
Mr D Amoore  
Mr T Oosten  
Mr C Rayner  
Cr LR Thomson (Arrived 1:34pm)

**Attending:**

Mr D Butler/Mr R Thorpe (Xtreme Zero Waste)

Ms A Diaz (Chief Financial Officer)  
Ms A McPhee (Community Resilience Coordinator)  
Mr D MacDougall (Open Spaces Team Leader)  
Mr G Bellamy (Senior Transportation Engineer)  
Mr M Horsfield (Democracy Advisor)

12 Members of the public in attendance.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Parson/Mr Rayner)**

**THAT** an apology for lateness be received from Cr Lisa Thomson;

**AND THAT** an apology for early departure be received from Mr Tony Oosten.

**CARRIED**

**RCB2103/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Parson/Mr Oosten)**

**THAT** the agenda for a meeting of the Raglan Community Board held on Wednesday 31 March 2021 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND THAT** in accordance with Standing Order 9.4 the order of business be changed with agenda item 6.10 [*Raglan Town Hall Report*] and item 6.5 [*Raglan Aerodrome Safety Improvement*] being considered after agenda item 6.2;

**AND FURTHER THAT** the Board resolves that the following items be withdrawn from the agenda:

- 6.9 / Raglan Naturally

**CARRIED**

**RCB2103/02**

## **DISCLOSURES OF INTEREST**

Mr MacLeod advised members of the Board that he would declare a non financial conflict of interest in item 6.6 [*Raglan Community Arts Council – Portable Staging Unit*].

## **CONFIRMATION OF MINUTES**

**Resolved: (Ms Parson/Mr MacLeod)**

**THAT** the minutes of a meeting of the Raglan Community Board held on Wednesday 17 February 2021 be confirmed as a true and correct record of that meeting.

**CARRIED**

**RCB2103/03**

## **PUBLIC FORUM**

The following matters were discussed:

- Manu Bay Boat Ramp – Solution needed for rocks over topping the breakwater. 4sight Consulting conducting the review into the boat ramp. Rocks from the boat ramp being moved onto the beach. An alternative location was needed for placement of rocks. Penguins currently nesting in Manu Bay.

**ACTION:** A Rocha Karioi Project to be included as a stakeholder within the Manu Bay boat ramp review

- Raglan Aerodrome access – Concern expressed regarding changes to pedestrian access to the aerodrome and emergency access. Health & Safety changes needed for the aerodrome as directed by the Civil Aviation Authority. Newly installed gate to restrict motorcycle access has been damaged. Accessibility concerns regarding proposed perimeter access to the beach.

Cr Thomson arrived at 1:34pm (during the discussion of the above item).

## **REPORTS**

### Xtreme Zero Waste Report Agenda Item 6.1

Mr Butler/Mr Thorpe provided a verbal report and the following matters were discussed:

- Stable and consistent rubbish collection volumes over summer.
- Xtreme Zero Waste have procured new trucks and compactor.
- Xtreme Zero Waste will continue to strategically plan for future events and manage the diversion of waste.
- Soundsplash- 82% waste diversion rate from landfill.
- Public waste bins should be located where people are consuming food. Centralised waste bin areas would be beneficial on Papahua Reserve.
- Raglan Solar – Xtreme Zero Waste developing a Memorandum of Understanding with WEL Networks for the feasibility of Solar farms in Raglan. Aim is to get Raglan to 100% renewable electricity and establish an entity to generate or sell power. Engagement will occur with the community and Tangata Whenua.
- Mr Oosten will be the Raglan Community Board representative for Raglan Solar.

Staff Report (Community Resilience Coordinator)

Agenda Item 6.2

Ms McPhee provided a verbal report and the following matters were discussed:

- Community resilience planning. Key aspects could be wide reaching and different for every community.
- Community workshop could be held to develop and discuss community resilience.
- Refresh of Tsunami evacuation routes would be undertaken.
- Community resilience would encompass issues that were not in response to an emergency (such as Climate Change).
- Community Resilience Coordinator would offer facilitation and collation of Community Resilience Plans.
- Current Civil Defence Plan needed updating, along with regular reviews
- Council would be looking to create a Community Resilience Plan in every community.
- Mr Bains, Mr MacLeod and Cr Thomson would initiate the update of the Civil Defence Plan and engage members of the community in the development of the Plan.

**ACTION:** Mr Bains, Mr MacLeod and Cr Thomson to progress the update of the Raglan Civil Defence Plan and collaborate with the Community Resilience Coordinator to facilitate the first Civil Defence workshop on Wednesday 7<sup>th</sup> April at 1pm.

**ACTION:** Community Resilience Coordinator to provide a Civil Defence Plan update at the next Community Board meeting.

Receipt of the Raglan Town Hall Minutes

Agenda Item 6.10

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

- Hall committee had aligned hireage fees to other halls in the district.
- Hall committee had approved the issuing of hall access key to the Raglan Community Chair.



**Resolved: (Mr Oosten/Mr Amooore)**

**THAT the Raglan Community Board supports the request from the Raglan Town Hall that the current arrangement of hall bookings, fee collection and key management continue to be handled by Waikato District Council Raglan Office and the proposed fees be accepted and be included in the region wide hall fee information for public access.**

**CARRIED**

**RCB2103/04**

Mr Oosten left the meeting at 2:52pm.

Raglan Aerodrome Safety Improvements  
Agenda Item 6.5

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Report would be the beginning of the investigation into the purpose of the airfield.
- There would be consultation with Iwi regarding ownership of the airfield.
- Council have an obligation under Safety at Work Act to ensure safe operations of the airfield.
- Proposed health & safety improvements. Council needs to mitigate the safety issues around pedestrian access. Perimeter fencing of the airfield was proposed in the report as an option to achieve compliance. No specific requirement for aerodrome fencing from Civil Aviation Authority.
- Alternative health & safety improvement options such as signage should be explored.
- Council can be charged under the Safety at Work Act if reasonable steps were not taken to protect health and safety and there was a serious injury and fatality.
- Raglan Aerodrome was viewed by the community as a public amenity for recreation and access to Te Kopua beach. Council does not classify the Aerodrome as a recreation space and dogs are prohibited from exercising on the airfield as stated in the Dog Control Bylaw.
- Maintenance of the aerodrome was funded by the ratepayers and the landing fees.

- No education efforts have been undertaken regarding pedestrian access to the aerodrome.

**ACTION:** Council to undertake a community awareness campaign warning against pedestrian access to the aerodrome.

**ACTION:** Staff to provide investigation report to the Community Board once completed.

**ACTION:** Cr Thomson will report back to the Community Board regarding discussions and decisions associated with the agenda item 6.5 recommendations to the Council's Infrastructure Committee.

**Resolved: (Ms Parson/Cr Thomson)**

**THAT** the report from the **General Manager of Service Delivery** be received;

**AND THAT** the Raglan Community Board recognised the proposed health and safety improvements to the Raglan Airfield as outlined in this report and supporting document and propose the trial of signage, public education and monitoring for three months prior to the suggested safety measures as outlined in the report being required.

**Resolved: (Mr Amoore/Mr MacLeod)**

**And FURTHER THAT** the Raglan Community Board recommends to Council's Infrastructure Committee that further investigation be undertaken to understand Council's legal obligations to own and operate the airfield.

**CARRIED**

**RCB2103/05**

Discretionary Fund Report to 15 March 2021  
Agenda Item 6.3

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Raglan Community Radio and DMO, need to send an invoice to Waikato District Council for payment from Discretionary Fund.

Raglan Works & Issues Report: Status of Items March 2021

Agenda Item 6.4

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

- Camera Licensing Trust – It was not that there were currently no meetings scheduled for the Trust.
- Manu Bay Planting – Planting has yet to be undertaken.

**ACTION:** Maintenance & Contract Officer to provide an update to the Community Board regarding Manu Bay planting progress.

- Manu Bay breakwater. Report has been received by Community Board.

**ACTION:** Project Manager responsible for Manu Bay breakwater to attend the next Community Board meeting.

- Inter-Raglan Bus Service.

**ACTION:** Senior Transportation Engineer to provide a report to the Community Board regarding the Inter-Raglan Bus Service.

**ACTION:** Freedom Camping Signage, Raglan Ink Invoice, Gilmour Urban Upgrade, Raglan Community Board Quarterly Update can be removed off future Works & Issues Reports.

- Climate Response and Action plan.

**ACTION:** Community Board to send Climate Response and Action Plan report to original climate action group.

- Soundsplash. Chairperson is awaiting for debrief report from council staff.

Raglan Community Arts Council – Portable Staging Unit

Agenda Item 6.6

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

Mr MacLeod declared a non-financial conflict of interest in this item and did not participate in the discussion nor voting on this matter.

- Applicants could request funding more than once a year but for different projects.
- Portable staging would allow flexibility for how the community could use the arts centre.

- Staging would be used for multiple purposes. Portable staging would enhance the capabilities of the new complex.

**Resolved: (Mr Amoore/Cr Thomson)**

**THAT the report from the General Manager Community Growth be received;**

**AND THAT an allocation of \$3,000 is made to the Raglan Community Arts Council towards the cost to purchase a portable staging unit.**

**CARRIED**

**RCB2103/06**

The Chief Financial Officer left the meeting at 3:34pm.

A Rocha Aotearoa NZ – Karioi Signage Project  
Agenda Item 6.7

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters.

- Strong base of volunteers in the community.
- Signage would raise awareness about local native species.
- Signage would be installed at Bryant Reserve and Ngarunui Beach.
- Fourteen signs were planned.
- Recognized species identified on signage will be labelled in Te Reo first. Including more Te Reo on the signage would be beneficial.
- Information on the signage was donated by scientists.
- Community Board logo could be included on the signs.

The Chairperson exited the meeting at 3:58pm and returned at 4:01pm, during the discussion of this item.

**Resolved: (Mr MacLeod/Mr Bains)**

**THAT the report from the Acting General Manager Community Growth be received;**

**THAT an allocation of \$3,518.61 be made from the Raglan Community Board Discretionary Fund to the A Rocha Aotearoa NZ towards the cost of the Karioi Signage Project.**

**CARRIED**

**RCB2103/07**

Chairperson's Report

Agenda Item 6.8

The report was received [*RCB2103/02 refers*] and discussion was held on the following matter:

- Raglan Community Board website has been updated.

Raglan Naturally

Agenda Item 6.8

The report was withdrawn from the Agenda under resolution RCB2103/02.

Councillors Report

Agenda Item 6.11

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Councillors would be adopting the LTP consultation documents at the next Council meeting on Tuesday 6 April. LTP consultation documents would be released to the public on Wednesday 7 April.
- Acknowledged the Papahua camp board managers for their hard work.
- Ihub internet would be operational on Thursday 1 April.

Board Member's Report

Agenda Item 6.12

The report was received [*RCB2103/02 refers*] and discussion was held.



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**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	28 April 2021
<b>Prepared by</b>	Julie Kelly Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0507
<b>Report Title</b>	Discretionary Fund Report to 28 April 2021

**1. EXECUTIVE SUMMARY**

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To update the Board on the Discretionary Fund Report to 28 April 2021.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Financial Officer be received.

**3. ATTACHMENTS**

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Discretionary Fund Report to 28 April 2021

<b>RAGLAN COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)</b>
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<b>As at Date: 28-Apr-2021</b>
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			<b>1,206,170.4</b>
<b>2020/21 Annual Plan</b>			14,271.00
<b>Carry forward from 2019/20</b>			8,002.00
<b>Total Funding</b>			<b>22,273.00</b>
<b>Income</b>			
<b>Total Income</b>			-
<b>Expenditure</b>			
14-Aug-2020	Raglan Community Arts Council	RCB2008/05	3,500.00
08-Dec-2020	Mafia Design Raglan Map Project	RCB2012/04	665.00
23-Apr-2021	Raglan Community Arts Council - portable staging unit	RCB2103/06	3,000.00
<b>Total Expenditure</b>			<b>7,165.00</b>
<b>Net Funding Remaining (Before commitments)</b>			<b>15,108.00</b>
<b>Commitments</b>			
23-Jun-2020	Maki Nishiyama for the creation of a Raglan Community Board website to include set up, board training, and two year domain hosting	RCB2006/03	1,000.00
05-Aug-2020	Raglan Community Radio from the Board's Discretionary Fund for the Whaingaroa Talent Factory Event - 10 October 2020	RCB2008/03	1,000.00
16-Sep-2020	Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO (\$1,000 incl. GST)	RCB2009/05	869.57
28-Oct-2020	An additional amount of \$130.43 is committed to Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO	RCB2010/06	130.43
31-Mar-2021	Allocation made to A Rocha Aotearoa NZ towards the cost of the Karioi Signage Project.	RCB2103/07	3,516.61
<b>Total Commitments</b>			<b>6,516.61</b>
<b>Net Funding Remaining (Including commitments)</b>			<b>8,591.39</b>



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### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	03 May 2021
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507 / 3051470
<b>Report Title</b>	Raglan Works, Actions & Issues Report: Status of Items May 2021

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to update the Raglan Community Board on actions and issues arising from the previous meeting and works underway in Raglan.

## **2. RECOMMENDATION**

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**THAT the report from the Chief Financial Officer be received.**

## **3. ATTACHMENTS**

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1. Raglan Community Board Actions & Issues Register – May 2021
2. Raglan Works as at 27 April 2021
3. Raglan Community Board Quarterly Update – Roothing, Footpaths, Walkways, Cycleways and Parking

## RAGLAN COMMUNITY BOARD ACTIONS & ISSUES REGISTER – May 2021

ISSUE	Area	Action	Comments
Manu Bay Breakwater	Community Projects, Service Delivery	<p>DECEMBER 2020: Staff to confirm with the Board who was monitoring the Manu Bay breakwater.</p> <p>FEBRUARY 2021: The Community Board would appreciate more commentary regarding the issue. Concerns with rock build up and overtopping. Effective monitoring was needed. Staff to provide a progress report to the Community Board before the end of February 2021 and that the Community Project Manager or other staff to speak to the report at the next Community Board meeting.</p> <p>MARCH 2021: A Rocha Aotearoa Karioi Project to be included as a stakeholder within the Manu Bay boat ramp review.</p> <p>MARCH 2021: Project Manager responsible for Manu Bay breakwater to attend the next Community Board meeting.</p>	<p>JANUARY 2021: Complete. Email sent 13 January 2021.</p> <p>MARCH 2021: Manu Bay Progress Report Update No. 6 was sent out to the Forum on Friday 12 March (see attached).</p> <p>MAY 2021: Councils Community Project Manager and the project manager responsible for Manu Bay breakwater will be in attendance at the 12 May meeting.</p>
Inter-Raglan Bus Service	Roading, Service Delivery	<p>DECEMBER 2020: Staff to follow up on the bus survey results and report back to the next Community Board meeting.</p> <p>FEBRUARY 2021: Regional Council to provide results of the Inter-Raglan Bus Service survey and be invited to present at the next Board meeting.</p>	<p>JANUARY 2021: Respondents are mostly happy with the current Raglan bus services, as the current timetable appears to fit bus users' work and education schedules. Although satisfaction with current bus services is high, stop location, routes, and scheduling appear to be barriers, and will need to be considered when implementing new services in this area.</p> <p>To this, an internal service may provide an opportunity to encourage more people to use bus services, as feedback suggests increasing the number of bus times, as well as a later return time from Hamilton, may assist with future uptake. Furthermore, Raglan's traffic congestion and parking issues over the summer months may also be alleviated somewhat with the introduction of an internal bus service and an enhanced service to Hamilton.</p> <p>MARCH 2021: The survey has been completed and has been forwarded to the Board Chair. As previously noted in January, there is support for a local bus service and provisional funding has been allocated to the Long Term Plan should this service commence. The next stage is to develop a route and timetabling option for Waikato Regional Council to consider how best to adjust the 23 bus service and ensure that</p>

ISSUE	Area	Action	Comments
		<p>FEBRUARY 2021: Regional Council to attend Community Board meeting and report on Raglan 23 Bus Route.</p> <p>MARCH 2021: Senior Transportation Engineer to provide a report to the Community Board regarding the Inter-Raglan Bus Service.</p>	<p>connectivity is maintained. This will be completed by second week of May.</p> <p>MARCH 2021: This is being managed between Waikato District Council and Waikato Regional Council. When there is the route and possible new service, Waikato Regional Council and Waikato District Council will present to the Raglan Community Board.</p> <p>MAY 2021: A report has been submitted to the 5 May Infrastructure Committee with recommendations to support the proposed bus service changes. The report can be found <a href="#">here</a> (page 15).</p>
Climate Response and Resilience Action Plan	Community Board	<p>FEBRUARY 2021: All Board members to read thoroughly and understand the report in preparation for the Board's 90-day planning workshop.</p> <p>FEBRUARY 2021: Board to send Action Plan to different organisations to encourage collaboration and ideas to support the community to achieve outcomes.</p> <p>MARCH 2021: Community Board to send Climate Response and Action Plan report to original climate action group.</p>	
Civil Defence and Raglan Community Response Plan	Civil Defence Emergency Management	<p>FEBRUARY 2021: Waikato District Council Civil Defence Emergency Management Coordinator requested to attend the Board's next meeting to discuss the Civil Defence and Raglan Community Response Plan.</p> <p>MARCH 2021: Mr Bains, Mr MacLeod and Cr Thomson to progress the update of the Raglan Civil Defence Plan and collaborate with the Community Resilience Coordinator to facilitate the first Civil Defence workshop on Wednesday 7<sup>th</sup> April at 1pm.</p> <p>MARCH 2021: Community Resilience Coordinator to provide a Civil Defence Plan update at the next Community Board meeting.</p>	<p>MARCH 2021: Council's Community Resilience Coordinator will be in attendance at the March Community Board meeting.</p> <p>MAY 2021: Council's Community Resilience Coordinator scheduled a meeting to work on Community Response Plan with Raglan Community Board reps on 7 April. Due to last minute commitments, the reps were unable to attend. To date, further attempts to reschedule have not been successful. The Coordinator requests that RCB advise when they would like this work to take place and for reps to advise a date for meeting to progress plan review. Note: Council's Coordinator is unavailable 4 to 31 May, due to leave and prior commitments, so this work is unlikely to be completed before end of June.</p>

ISSUE	Area	Action	Comments
Soundsplash	Community Venues & Events, Service Delivery	FEBRUARY 2021: Council staff to provide a copy of their Soundsplash audit report/debrief to the Chair before the Board's next meeting. Chair to discuss with General Manager Service Delivery whether to include the report in the Board's agenda.	MARCH 2021: This report has been included in the Raglan Community Board May agenda.
Camera Licensing Trust	Cr Thomson	FEBRUARY 2021: Cr Thomson to provide an update on when the Trust was next due to meet at the next Board meeting.	
Raglan Aerodrome Safety Improvements	Open Spaces, Service Delivery  Cr Thomson	MARCH 2021: Council to undertake a community awareness campaign warning against pedestrian access to the aerodrome. Staff to provide investigation report to the Community Board once completed.  MARCH 2021: Cr Thomson will report back to the Community Board regarding discussions and decisions associated with the agenda item 6.5 recommendations to the Council's Infrastructure Committee	MAY 2021: A report has been submitted to the 5 May Infrastructure Committee with recommendations to support the proposed bus service changes. The report can be found <a href="#">here</a> (page 93).
Manu Bay Planting	Open Spaces, Service Delivery	MARCH 2021: Maintenance & Contract Officer to provide an update to the Community Board regarding Manu Bay planting progress.	MAY 2021: The planting has been postponed until the Reserve Management Plan has been completed and adopted.

## **RAGLAN WORKS – as at 27 April 2021**

### Manu Bay Breakwater

Councils Community Project Manager and the project manager responsible for Manu Bay breakwater will be in attendance at the May meeting.

A report will have been received from an independent consultant commissioned to review what's been done to date, with recommendations on options moving forward.

### Papahua Walkway

Papahua Walkway comprises Stage 1 and 2 as well as the campground entrance, and also the path to connect the skatepark to the existing footpath network.

Stage 1 (bridge to campground entranceway) is underway by Waikato District Alliance.

Construction schedule (weather dependent):

- Week beginning 27 April: Fence moved, bollard lights shifted, surveying completed, sediment controls installed.
- Week beginning 3 May: Excavation works to begin.
- Week beginning 10 May: Footpath excavation and preparation, crossing excavation and preparation, kerb and channel excavation and preparation.
- Week beginning 17 May: Footpath pour, crossing, KC. Rip and remake pavement.
- Week beginning 24 May: Swale drain construction, top soiling, chip sealing.
- Week beginning 31 May: Hydro-seeding, planting, bollard installation, sign installation.

Stage 2 – Design Team progressing Design – Construction is scheduled for early June.

## Raglan Community Board Quarterly Update (from WDC)

### Roading, Footpaths, Walkways, Cycleways and Parking

Current WDC Projects	Status Update from Senior Transport Engineer	Timeframe / Expected Completion Date
Gilmour Street	Design complete with Alliance for pricing. UPDATE: Under construction	
Raglan Holiday Park, Papahua	With designers. The camp entranceway works now have confirmed funding. Funding of the remainder of the stage two path including the camp ground entrance is being sought. If confirmed this will be constructed at the same time as the Stage I works, and bundled with similar footpath works near the skatepark. UPDATE: Under construction.	
Wainui Road Footbridge	Resource consent approved for culvert extension to support proposed walking cycling path, to be presented to Poihakena Marae. UPDATE: Support from Marae given to be constructed.	Before 30 June
Cliff Street – footpath new and upgrade	Put on hold to be considered as part of longer term planning for Cliff Street. UPDATE: On hold, to be considered as part of the long term planning for Cliff Street.	On hold
Greenslade footpath	Design complete, pricing in place and funded. Plans to be shared with RCB. UPDATE: Construction commences 01 June, with some pre work to happen prior.	Underway
State Highway 23 revocation	This is now with NZTA National office. SH23 revocation behind schedule. First part of revocation – mid 2021. Second part – 2022? as culvert being built by NZTA first. UPDATE: with Minister of Transport awaiting final approval.	

Current WDC Projects	Status Update from Senior Transport Engineer	Timeframe / Expected Completion Date
Speed limit changes	Completed. UPDATE: Safer speed signs and advance warning / community slow down signs at substation. Awaiting revocation from NZTA.	Completed
Bow Street – works to support speed/safety	New speed limits in place have made a significant difference to the overall speed environment. WDC will install crossing point at end of Bow Street. Awaiting on Innovating Streets outcomes. UPDATE: Existing informal crossings will be made into pedestrian zebra crossings on Bow Street planned before end June.	Crossings to be remarked prior to 30 June
Wharf Project – possible new footpath	With wharf steering group - in design/procurement stage.	
Wharf parking - longer term	RCB to work with GB on this. Bus service survey is complete with support for a local bus service. Funding has been set aside in the next LTP for bus service changes. Progress on hold for parking by dog area, as this is parks and reserve not road reserve. UPDATE: Report to Infrastructure Committee 06 May for local bus service which will include service to the wharf.	
Marine Parade/Main Road Splitter island	Design complete, construction of footpath from Raglan west shops to Marine Parade will commence in March. UPDATE: Main Road marked out ready to construct.	To be completed before 30 June
Inter Raglan bus service	Versus has been engaged to do survey, now complete. A local bus service is supported. Funding in place for the next LTP. Next stage is to work with regional council for tender of service and costings. UPDATE: Report to infrastructure complete, results to be reported to Board meeting May.	Planned for before Summer 2021/22. Awaiting approval to proceed from Infrastructure Committee 06 May.
Signs for parking	List sent to GB Oct/Nov 2020. Late Jan/early Feb installation. GB to come back to RCB regarding such before finalised and installed. Signs have been ordered, awaiting installation date from Alliance. UPDATE: No change.	To be completed before 30 June

Current WDC Projects	Status Update from Senior Transport Engineer	Timeframe / Expected Completion Date
Gov Road/Bayview - change giveaways to Stop signs	Instruction given to Alliance, programmed for first week of March.	To be completed before 30 June
Park Drive crossing at base of John Street improve for safety	Transport planning with GB and RCB – no change, planning stage.	
Greenslade Road junction safety issue	<p>Transport planning with GB and RCB. Been raised before many times in RCB meetings. RCB and GB raised direct with NZTA as an urgent issue - pre Xmas 2020. Recent accidents and incident.</p> <p>Still waiting on NZTA to do something. WDC are as frustrated as the community with the lack of traction to undertake interim safety improvements.</p>	
Calvert Road, Whale Bay	<p>Signs have been installed.</p> <p>GB assessing over Summer.</p> <p>Appears to be working from observations, lots of small vans, but large campervans are not noted.</p> <p>UPDATE: No further action on this.</p>	Completed
Rose Street	<p>Raised direct to WDC and in RCB August.</p> <p>GB investigating.</p> <p>Is an issue, but need to undertake a wider consultation. Community Board to advise how they would like the consultation to be undertaken – residents only?, wider community?</p> <p>Discussed in RCB Oct Meeting. RCB to keep wharf stakeholder group informed (not in connection with or through the Wharf Project). Staff/GB to keep RCB up to date with progress.</p> <p>This has taken a back step as demands on staff for the LTP process has delayed action on this. Hope to put resources in the next couple of weeks.</p>	No change to this. No available resources at present



Current WDC Projects	Status Update from Senior Transport Engineer	Timeframe / Expected Completion Date
<p>Safety for school children (main road) Main Road, splitter islands/crossings</p>	<p>Raised in RCB Sept by TO.</p> <p>The Road Safety Engineer undertook site visits to observe issues and also met with the School Principal. The site is typical of larger schools pm pick up times, especially during wet weather, it is an unfortunate reflection of today's modern living and parking is not considered in school growth planning. There are a number of issues that are not roading related and are a result of school growth, lack of onsite planning for staff car parking. This will require a broader approach to the issues particularly at pm pick up. However, speed will reduce to 40km/h throughout the township once revocation of SH23 (in part is complete), this will improve safety, but congestion is likely to remain an issue. If the revocation of SH23 looks like to be protracted process, will bring speed limits forward to install in December 2020. The school is going to look at ways to reduce traffic particularly for teaching staff. Additional crossing points are being proposed on Main Road to improve crossing safety.</p> <p>Tony Oosten as RCB rep for RAS to keep Board informed as to general school/road safety improvements.</p> <p>Main Rd crossings to be pedestrianised before school returns in Jan 2021.</p> <p>School markings and signs complete.</p> <p>Main Road crossing pints, kerb build outs and median refuges at 2 locations identified and to be installed in March.</p> <p>UPDATE: Marked out crossing points on Main Road – construction by 30 June.</p>	<p>Markings complete, speed limits complete, crossing points on Main Road to be completed by 30 June</p>
<p>Freedom Camping on road reserve/Reserve corner Wallis and John Streets</p>	<p>Raised to RCB and WDC Jan 2021.</p> <p>GB spoken with staff, Councillor and residents. Waiting on suggestions from staff as to way forward. 3/2/21</p> <p>Appears that a large area is not all road reserve and is parks and reserves, so would be covered by the Parks and Reserves bylaw which excludes camping. This issue is being managed by our reserves team.</p>	<p>Completed</p>

<b>Current WDC Projects</b>	<b>Status Update from Senior Transport Engineer</b>	<b>Timeframe / Expected Completion Date</b>
Riria Kereopa Memorial Drive to Rock-It restaurant shared cycleway	Completed.	Completed.
Raglan west shops to Marine Parade footpath	Under construction.	To be completed by 07 May

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**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	13 April 2021
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0507
<b>Report Title</b>	Third Quarter Service Request Report

**1. EXECUTIVE SUMMARY**

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To update the Board on the Third Quarter Service Request Report to 31 March 2021.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Operating Officer be received.

**3. ATTACHMENTS**

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Third Quarter Service Request Report for Raglan Community Board

# Service Request Time Frames By Ward for <sup>28</sup>

RAGLAN

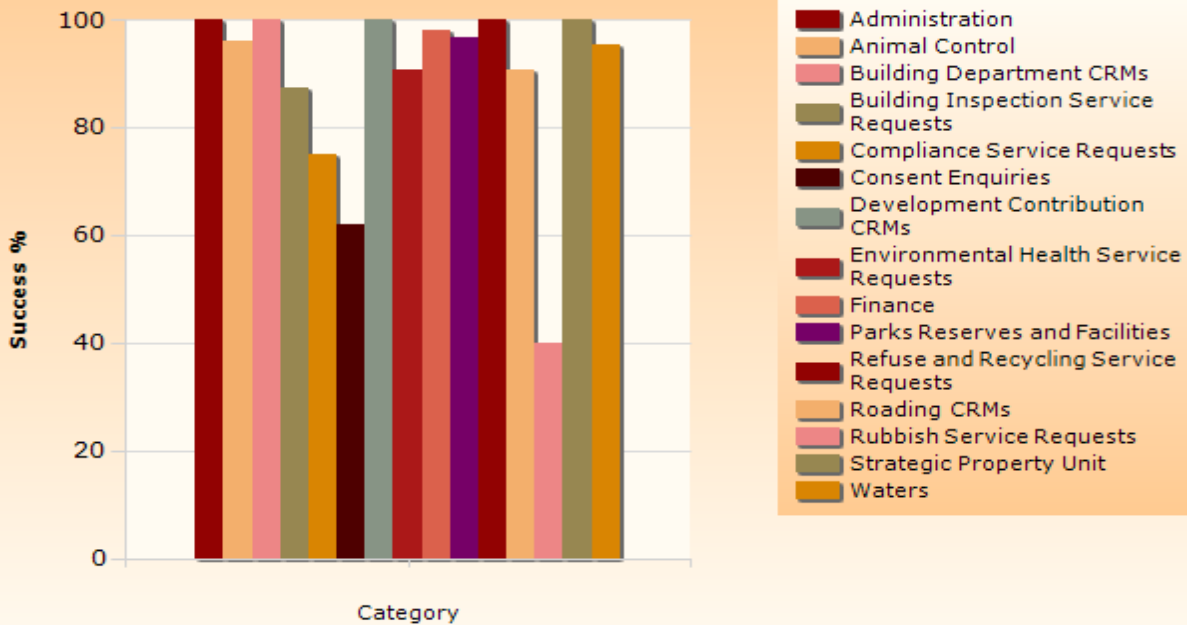


Date Range: 01/01/2021 to 31/03/2021

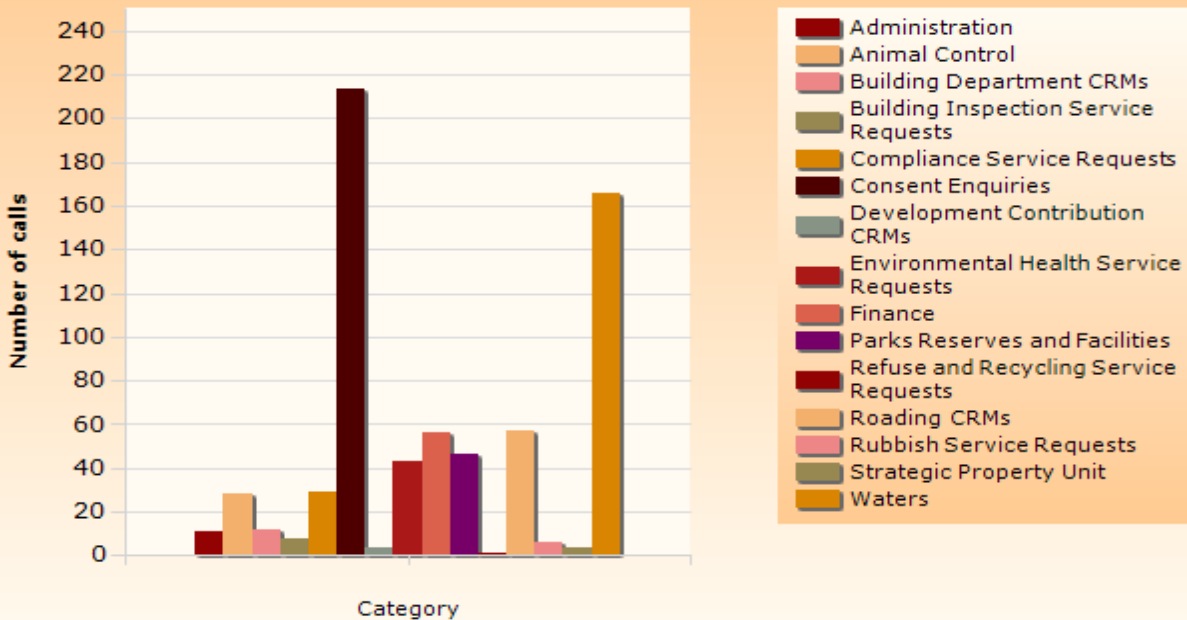
The success rate excludes Open Calls as outcome is not yet known.

4/13/2021 2:30:33 PM

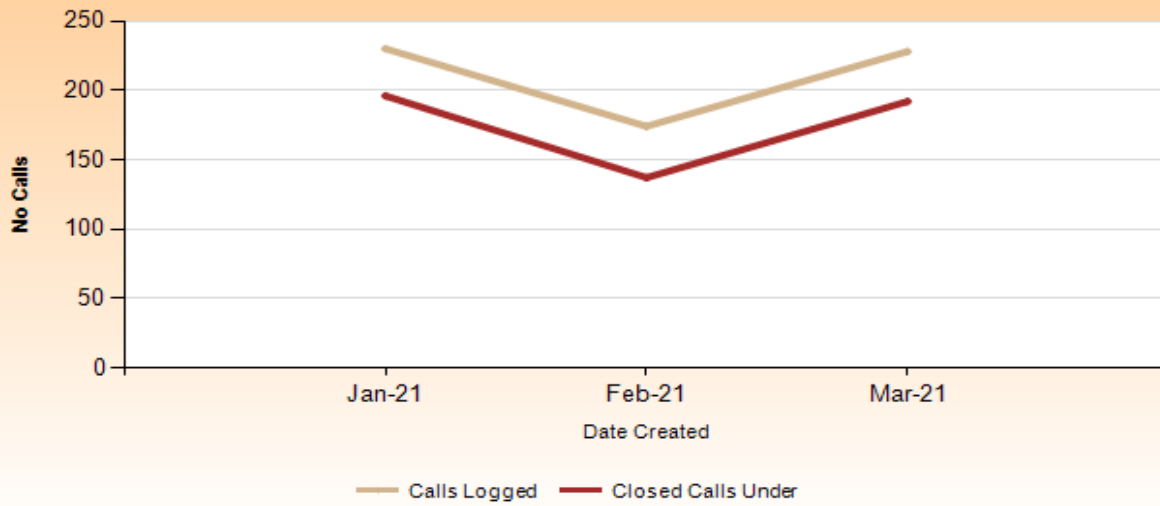
## Call Completion % Success by Type



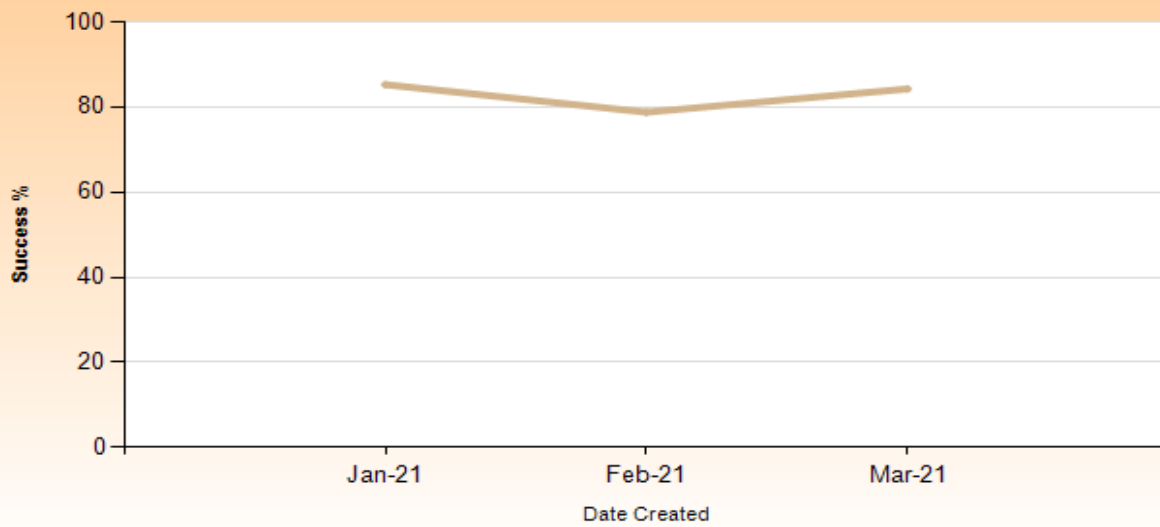
## Number of Calls logged by Type



### Volume of Calls Closed vs Calls Closed in Time



### Completion Success per month



			Open		Closed		
<b>Closed Calls</b> are those calls logged during the time period that are now closed.	<b>Open Calls</b> are all the calls open for the ward and may have been logged at any time.	<b>Number of Calls</b>	<b>Open Calls Over</b>	<b>Open Calls Under</b>	<b>Closed Calls Over</b>	<b>Closed Calls Under</b>	<b>Success Rate</b>
<b>Administration</b>							
	<b>Summary</b>	<b>11</b>				<b>11</b>	<b>100.00%</b>
	Pro rated rates for the period xx to xx	11				11	100.00%
<b>Animal Control</b>							
	<b>Summary</b>	<b>28</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>24</b>	<b>96.00%</b>
	Animal Charges	5				5	100.00%
	Dog Property Visit	3				3	100.00%
	Dog Straying - Current	5	1		1	3	75.00%
	Dog Straying - Historic	3				3	100.00%
	Dog Welfare - Not immediate threat to life	2				2	100.00%
	Dog/Animal Missing	3				3	100.00%
	Dogs Aggression - Historic	1		1			0.00%
	Dogs Barking Nuisance	4		1		3	100.00%
	Livestock Trespassing - Current	2				2	100.00%
<b>Building Department CRMs</b>							
	<b>Summary</b>	<b>12</b>				<b>12</b>	<b>100.00%</b>
	Building near any Pipe/Infrastructure may req CCTV	2				2	100.00%
	PEO General Enquiry	10				10	100.00%
<b>Building Inspection Service Requests</b>							
	<b>Summary</b>	<b>8</b>			<b>1</b>	<b>7</b>	<b>87.50%</b>
	Building Inspection Service Requests	8			1	7	87.50%
<b>Compliance Service Requests</b>							
	<b>Summary</b>	<b>29</b>		<b>1</b>	<b>7</b>	<b>21</b>	<b>75.00%</b>
	Compliance - Unauthorised Activity	13		1		12	100.00%
	Freedom Camping incidents/complaints/queries	9			5	4	44.44%
	Illegal parking	6			2	4	66.67%
	Non-animal bylaws	1				1	100.00%
<b>Consent Enquiries</b>							
	<b>Summary</b>	<b>213</b>		<b>7</b>	<b>78</b>	<b>128</b>	<b>62.14%</b>
	Property Information Request	55		2	4	49	92.45%
	Rural Rapid Number assignment & purchase of plates	1				1	100.00%
	Zoning and District Plan Enquiries	157		5	74	78	51.32%
<b>Development Contribution CRMs</b>							
	<b>Summary</b>	<b>4</b>				<b>4</b>	<b>100.00%</b>
	Development Contribution Enquiries	4				4	100.00%
<b>Environmental Health Service Requests</b>							
	<b>Summary</b>	<b>43</b>			<b>4</b>	<b>39</b>	<b>90.70%</b>
	Environmental Health Complaint	5			3	2	40.00%
	Noise Complaint - Environmental Health	4			1	3	75.00%
	Noise complaints straight to contractor	34				34	100.00%

<b>Finance</b>							
	<b>Summary</b>	<b>56</b>		<b>2</b>	<b>1</b>	<b>53</b>	<b>98.15%</b>
	Credit Control Query	19				19	100.00%
	Rates query	37		2	1	34	97.14%
<b>Parks Reserves and Facilities</b>							
	<b>Summary</b>	<b>46</b>	<b>2</b>	<b>11</b>	<b>1</b>	<b>32</b>	<b>96.97%</b>
	Parks & Reserves - Aerodrome Issues	1				1	100.00%
	Parks & Reserves - Beach Issues	1				1	100.00%
	Parks & Reserves - Buildings	7				7	100.00%
	Parks & Reserves - Non-urgent Public Toilet Issues	2				2	100.00%
	Parks & Reserves - Park Furniture	3	1			2	100.00%
	Parks & Reserves - Raglan Wharf Issues	1				1	100.00%
	Parks & Reserves - Reserve Issues	27		11		16	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	3	1		1	1	50.00%
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%
<b>Refuse and Recycling Service Requests</b>							
	<b>Summary</b>	<b>1</b>				<b>1</b>	<b>100.00%</b>
	Refuse - Non-Collection	1				1	100.00%
<b>Roading CRMs</b>							
	<b>Summary</b>	<b>57</b>	<b>1</b>	<b>13</b>	<b>4</b>	<b>39</b>	<b>90.70%</b>
	Footpath Maintenance - Non_Urgent	2				2	100.00%
	New Vehicle Entrance Request	7		2		5	100.00%
	Passenger Transport (incl Bus Shelters)	1				1	100.00%
	Request 4 new street light path sign etc	3		2		1	100.00%
	Road Culvert Maintenance	2			1	1	50.00%
	Road Marking Sign & Barrier Maint Marker Posts	3				3	100.00%
	Road Safety Issue Enquiries	4		2	1	1	50.00%
	Roading Work Assessment Required - OnSite 5WD	27	1	7	2	17	89.47%
	Routine Roding Work Direct to Contractor 5WD Comp	4				4	100.00%
	Street Light Maintenance	1				1	100.00%
	Urgent Roding Work 4Hr Response	3				3	100.00%
<b>Rubbish Service Requests</b>							
	<b>Summary</b>	<b>6</b>		<b>1</b>	<b>3</b>	<b>2</b>	<b>40.00%</b>
	Abandoned Vehicle	4		1	2	1	33.33%
	Illegal Rubbish Dumping	2			1	1	50.00%
<b>Strategic Property Unit</b>							
	<b>Summary</b>	<b>4</b>				<b>4</b>	<b>100.00%</b>
	Council owned land CRMs	2				2	100.00%
	Lease and Licence Enquiry (Existing Lease/Licence)	1				1	100.00%
	New Lease/Licence Enquiry	1				1	100.00%

<b>Waters</b>							
<b>Summary</b>	<b>166</b>	<b>2</b>	<b>9</b>	<b>7</b>	<b>148</b>	<b>95.48%</b>	
3 Waters Enquiry	20			1	19	95.00%	
3 Waters Safety Complaint - Non Urgent	3		1		2	100.00%	
Drinking water billing	5				5	100.00%	
Drinking Water Final Meter Read	35		4		31	100.00%	
Drinking Water Major Leak	9				9	100.00%	
Drinking Water minor leak	62	1	3	4	54	93.10%	
Drinking Water quality	1				1	100.00%	
Drinking Water Quantity/Pressure	2				2	100.00%	
Fix Water Toby	4				4	100.00%	
New Drinking Storm Waste water connections	3				3	100.00%	
No Drinking Water	3				3	100.00%	
Stormwater Blocked pipe	1				1	100.00%	
Stormwater Open Drains	1				1	100.00%	
Stormwater Property Flooding	1				1	100.00%	
Wastewater Odour	5		1		4	100.00%	
Wastewater Overflow or Blocked Pipe	6	1			5	100.00%	
Wastewater Pump Alarm	5			2	3	60.00%	
<b>Total</b>	<b>684</b>	<b>6</b>	<b>46</b>	<b>107</b>	<b>525</b>	<b>83.07%</b>	



## **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Roger MacCulloch General Manager Service Delivery
<b>Date</b>	29 April 2021
<b>Prepared by</b>	Samantha Baker Venues and Events Team Leader
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	RCB2021; ECM ID: # 3072523
<b>Report Title</b>	Sound Splash Report

### **1. EXECUTIVE SUMMARY**

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Sound Splash is an annual multi genre music festival that has taken place at Wainui Reserve intermittently since 2001 run by Zu Entertainment Limited. The purpose of this report is to provide a summary for the Raglan Community Board regarding the outcomes of the 2021 Sound Splash event.

### **2. RECOMMENDATION**

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**THAT the report from the General Manager Service Delivery be received.**

### **3. BACKGROUND:**

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The 2021 Sound Splash festival was the fifth consecutive year that this event has been held. The resource consent conditions for Sound Splash stipulated that the event could be held five times within a six-calendar year period. This was the final consented year for the event. Zu Entertainment Limited, has continued to work with Council and make improvements on the event management throughout the five years in alignment with the Raglan Community Board recommendations.

### **4. DISCUSSION**

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#### **Park and Ride Resource Consent**

2021 was the first time the Park and Ride at the Raglan Airfield was approved through a resource consent. Historically, this has been done through the Reserve Event Application Process. Lack of food options at the airfield has been questioned by festival goers as a health and safety concern. Conditions of the consent meant that food was not able to be sold at the Airfield. This decision was made in support of the Tainui hapu who were consulted in the consent application process.

## Long wait time for Park and Ride

Several media articles came out over the Sound Splash Weekend criticising the long wait times at the Airfield. There were several reasons for this delay including but not limited to:

- Large number of attendees arriving several hours before designated check-in time causing long lines before check-in was able to begin processing tickets.
- Improvements in traffic management meant that it was easier for attendees to arrive earlier than in previous years causing a large number of attendees to arrive early – rather than spaced out through the morning.
- New Technology supplier causing additional time for setup.
- Increased bag checking.

Zu Entertainment Limited, have identified several ways to mitigate this delay if the Festival goes ahead in future - these improvements will be part of their consent conditions for any future use of the Airfield. These improvements include increased infrastructure and staff to increase processing ability and provide additional resources to care for attendees waiting to be processed.

## Amendment to Consent – Additional Numbers of Attendees

Amendment to the original resource consent was granted on 15 January 2021 to increase ticket sales from 8,000 to 10,000.

Zu Entertainment Limited were required to submit the following to mitigate any impact of the increased numbers:

- An updated traffic management plan detailing a small increase in bus numbers between the airfield and event at Wainui Reserve.
- An updated acoustic statement confirming the increase ticket sales does not impact the duration or volume of noise produced.
- An updated site plan detailing a small extension to the existing onsite camping to accommodate the extra camping participants on Wainui Reserve.
- Written approval from the impacted neighbouring properties.

This approval was granted as the additional numbers were not expected to generate any additional adverse effects to the Reserve compared to previous events.

Ideally the Raglan Community Board would have been advised of this amendment sooner than it was but due to an internal break down in communication, this was not possible. WDC will endeavour to improve this in the future.

## COVID-19

COVID-19 impacted several aspects of the Sound Splash Festival. Several preferred suppliers were unable to attend the festival due to travel restrictions and product shipping delays. The implication of this causes the organisers to seek alternative technology providers (check in and scanning), stages and security before the event. COVID-19 has also significantly impacted the drug supply in New Zealand, making the drugs circulating more dangerous than normal. This was seen as a critical risk for event organisers who prioritised increased bag checks as a way to mitigate this concern. New Legislation is expected to be passed in 2021 to allow for drug testing at festivals.

ZU Entertainment Limited, also supplied attentional safety management plans to manage the risk of COVID-19 for festival goers which included, QR scanners, public service messaging both on their website and between sets at the festival, and followed the New Zealand Event Sector Voluntary Code (Released by the Ministry Of Health October 2020).

### **Fees and Charges**

As per the 2020 approval conditions, it was again determined that a fee of \$10,000 was to be paid to and held by Waikato District Council. This fund is to be used for maintenance and improvements for the Wainui Reserve.

### **Consent Compliance**

All aspects of the 2021 Sound Splash Festival consent conditions were compliant.

This included:

- Building Consent
- Waste Minimisation
- Traffic Management
- Food Vendors
- Sanitary
- Health and Safety
- Management plans
- Noise management
- Security
- Alcohol licencing

### **Future Events**

Zu Entertainment Limited and currently working with the Waikato District Council to assess the suitability of applying for ongoing Resource Consent for the use of Wainui reserve for the Sound Splash Festival and the Raglan Airfield for the Park and Ride. This consultation is done with consideration for the proposed Raglan Coastal Reserves Management Plan review.

## **5. ATTACHMENTS**

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N/A

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### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Antony Oosten Raglan Community Board Member
<b>Date</b>	3 May 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0507
<b>Report Title</b>	Raglan Naturally Update

### **1. EXECUTIVE SUMMARY**

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The report from the Raglan Naturally Co-ordinator is attached for information.

### **2. RECOMMENDATION**

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**THAT** the report from Mr Oosten be received.

### **3. ATTACHMENTS**

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Raglan Naturally Update to Raglan Community Board

## Raglan Naturally Update to Raglan Community Board

Raglan Naturally (RN) Trust Board has finally achieved the milestone certification of trust status in the past month after a few months of getting the board appointed and finalising the trust deed and accompanying documentation and hard work from Gabrielle the RN facilitator.

Off the back of the RN Board supporting Maui Dolphin day with volunteering and holding an information booth focused on sharing the RN Environmental journey. The Board has developed a prioritised list of workstreams and projects that will be the focus moving forward which include quick wins and alignment with community stakeholders and iwi.

Next steps for the RN Board is to secure funding to engage a community lead development facilitator and to resource as well as implement the priority workstreams and projects in collaboration with the existing community organisations.

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### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Tony Oosten Raglan Community Board Member
<b>Date</b>	3 May 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	Receipt of the Raglan Stormwater Liaison Group – March 2021 Meeting

## **1. EXECUTIVE SUMMARY**

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Attached are the minutes of the Raglan Stormwater Liaison Group meeting held on 18 March 2021 for your information.

## **2. RECOMMENDATION**

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**THAT** the minutes of a meeting of the Raglan Stormwater Liaison Group be received.

## **3. ATTACHMENTS**

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Raglan Stormwater Liaison Group Minutes – 18 March 2021

## *Minutes of meeting*

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**Time and date:** 18 March 2021 (4:00pm – 6:30pm)

**Subject:** Raglan Stormwater Liaison Group – March 2021 Meeting

**Attendees:**

John Lawson, Tony Oosten (Community Board), Fred Lichtwark (Waikato Region Councillor and Whaingaroa Harbour Care), Edward Prince (WRC), Lynette Wilson (Part), Malibu Hamilton, Matt Holl, Andrew Boldero (Watercare Services Limited (WSL) on behalf of Waikato District Council (WDC)).

**Distribution:** Raglan Stormwater Liaison Group, WRC, WDC

**Location:** Raglan Town Hall (Supper Room)

**File no.:** 105646.2

### Introductions

Review the previous meeting and provided updates on Initiatives, Abatement notice, sampling and Gilmour Street.

### Issues and general discussion

#### **Wetlands (General)**

- Concerns about existing wetlands filled in by development
- Natural wetlands vs constructed wetlands – constructed wetlands are not able to reproduce the same natural habitat and value as existing and cannot be replaced once infilled.

#### **Aroaro Wetland**

- Significant community concern over the operation of the flood gate and the management of the wetland as per the 2006 consent. Community to decide on approach to have consent revised.
- WRC to inspect wetland and provide direction/notification on SW asset maintenance as required by the consent.

#### **New developments**

- Community expects that Council utilise the opportunity of new developments to enhance the existing environment and stormwater systems (treatment focus). It appears this has been under utilised by Council to date.

#### **Wharf activities**

- Mobile refueling appears to be well controlled for boats on the wharf
- Maintenance activities on boats still occurs (hull painting/scraping can be toxic)

- Catchpit maintenance issue in this location. Has been full/blocked previously.

### **Water Quality, Testing and sampling**

- Existing monitoring is first flush only and does not enable trigger value comparison.
- Revised monitoring program currently being drafted and will be sent to WRC for approval (WSL)
- WSL have agreed in principal with WRC for a data sharing agreement so that the revised monitoring program compliments the existing.
- Hydrocarbon/contamination levels in shellfish maybe getting close to affecting health. WSL to bring forward next hydrocarbon testing run
- Concerns about Cadmium levels in the stormwater
- Landfill Leachate – Harbour Care planted vegetation below the landfill to mitigate leachate. Cabbage trees biologically process contaminates (University study completed outlining the process)

### **Consenting**

- Harbour Care would like Raglan to be separated from the District Wide discharge consent due to Raglan's unique location (harbour side). Raglan's stormwater is directly discharged to the Harbour which is not the same for the other urban areas in the District. Raglan's urban stormwater runoff should be held to a higher standard than runoff that from areas that discharge to vegetated waterways and streams etc...

### **Government funding**

- Some stormwater initiatives discussed are outside of the current consent requirements and budget
- Government funding initiatives to be explored further (Community Group/Nick Johnson)

### **Bow Street**

- WSL to include a investigation project in the CAPEX to provide a stormwater treatment device at the end of the Bow Street Outfall. This will be added to the gateway process. Project considered high value/priority by the community.

### **Meeting format**

- Concerns regarding attendance of SW liaison group including people outside of the original submitters and repeat discussions and bringing people up to speed means that conversations start from scratch instead of being continued.
- WSL propose a trial for the next meeting which splits the meeting into two:
  - 1<sup>st</sup> hour core submitters only
  - 2<sup>nd</sup> hour wider liaison group
 WSL will gather feedback on format at next meeting.



## Annual report

- Raglan has a relatively high compliance percentage when compared to other locations, but still work to be done. Overall rating for Raglan is 'Partial Compliance' based upon annual report.
- Low scored items for last reporting period including sampling, maintenance and community group meetings/consultation.
- Report has been reformatted for easy referencing and includes additional analysis and more detailed information than previously.
- Each consent condition is rated to provide a total percentage of compliance. This is not a formal requirement but will enable tracking of compliance between towns and reporting periods (yearly). Each condition is weighted depending on its ability to directly affect the receiving environment.
- Stormwater has been managed reactively using the CRM (WDC reporting) system. WSL are aiming to transitioning stormwater management and maintenance to a proactive management system. The current data management tools will eventually be integrated to Watercare's leading edge data management system.

## Stormwater Initiatives

### Enviropods

- A review is required to assess flood risk of existing pod locations
- Engineering standards for retrofitted inserts required for any further rollout.
- Maintenance costs are increasing for existing pods as vacuum pump required once bags are too heavy to lift. Training of service providers has been undertake since the last meeting and Pod are being maintained monthly and bag replaced when needed. Recently approx. 10 bags were replaced.
- Litter traps could also be used but don't provide the same level of contaminate removal.

### Catchpit Symbols

- Raglan has good coverage of catchpit symbols on catchpits
- QR codes on assets was discussed previously as a potential initiative to record maintenance data, flood levels and provide an avenue for community engagement (could be combined with the education programs). Increased data and information to assist in decision making. No further progress on this initiative.

### High Risk Sites

- WSL has undertaken the initial identification of high-risk sites (within the urban area) and consultation for all sites except the wharf.

### Education Programs

- Extreme zero waste often undertake tours of recycling facilities

- Refuse management talks are given in local schools (discussed the possibility of adding a stormwater component to these).

## Actions

Item	Description	By	Due date	Closed out
1	WSL to send Raglan SW report to community group once completed	WSL	31 Oct 2020	Completed (emailed)
2	Government funding for SW initiatives to be explored further	Community Group/Nick Johnson WDC	Ongoing	
3	Meetings every 6 months WSL to send invite for next meeting	WSL	18 Mar 2021	Meeting #2 completed (ongoing)
4	WSL to discuss with WDC the uploading of the WRC report to the website for the 2019/2020 reporting period	WSL + WDC	Nov 2020	Confirmed these will be uploaded - not yet actioned
5	WSL to request Health Department monitoring results	WSL	Nov 2020	Closed out (WRC testing Harbour not DoH)
6	Add Bow street end of pipe treatment to the project list	WSL	May 2021	
7	Undertake asset maintenance at causeway	WSL	July 2021	
8	WRC summary report (based on Annual Report) to be uploaded to the WDC website	WRC, WDC and WSL	June 2021	

### Next meeting 16 September 2021

Agenda items for inclusion at next meeting:

- Aroaro Wetland – further discussion
- Testing and sampling results from revised monitoring program
- Gilmour Street
- Bow Street outfall
- 2020/2021 Annual Report

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**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Gabrielle Parsons Raglan Community Board
<b>Date</b>	3 May 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	Chairperson's Report

**1. EXECUTIVE SUMMARY**

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The Chairperson's report is attached for the Board's information.

**2. RECOMMENDATION**

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**THAT** the report from the Chairperson be received.

**3. ATTACHMENTS**

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Chairperson's report – 30 April 2021

Raglan Community Board

Chairperson's Report

30<sup>th</sup> April 2021

Over the last few weeks I have been working on:

- Met with WDC staff and Chris Rayner, on the airfield to discuss options and ideas. The Raglan Aerodrome Safety Improvements report will be discussed at the WDC Infrastructure Committee meeting 5<sup>th</sup> May.
- Community Board oversight of the Coastal Reserves. Following our meeting with WDC staff, an outline of 'what oversight of the reserves means for RCB' was sent to staff. They have discussed this and we plan to meet over the next few weeks to come to an agreement on this together.
- Attending Places for People meetings. Thank you to Dennis and the project team for your continued work here.
- I continue to actively support Raglan Naturally as the Community-Led Development Facilitator and work alongside Tony Oosten who is the RCB representative on the RN Trust Board.
- WDC LTP Drop in Session
- Attended the Raglan Bowling Club Centennial Celebration. Wonderful to be part of this day for a short while and to acknowledge all the work that goes into maintaining a community club for so long.
- Networking with other Community Board members in the District

A few things to highlight to the Board and community:

RCB Discretionary Fund – next round closes on 1<sup>st</sup> July

The discretionary fund is to assist community groups, non-commercial groups and voluntary organisations operating within the Raglan area. Visit our RCB website for detail:

<https://raglancommunityboard.co.nz/apply-for-funding/>

WDC Representation Review

Around end of June – due to open for public submissions. We as the Board need to be informed and keep the community updated on this.

Visit: <https://shape.waikatodistrict.govt.nz/reshape-waikato>

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***Open Meeting***

<b>To</b>	Raglan Community Board
<b>From</b>	Cr Lisa Thomson Raglan Ward Councillor
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Date</b>	5 April 2021
<b>Chief Executive Approved</b>	Y
<b>Report Title</b>	Councillor's Report

## **1. EXECUTIVE SUMMARY**

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The Councillor's report is attached for the Board's information.

### **Council Meetings:**

Council - Tuesday 6th April

Council Extraordinary Meetings x 2

### **Sub-Committee Meetings:**

Discretionary and Funding

Strategy and Finance

Solid Waste - review doc attached

Infrastructure

Policy and Regulatory

Policy and Regulatory - Keeping of Animals Bylaw

Raglan Reserves Management Plan deliberations

Raglan Holiday Park Papahua

Joint Management Agreement meeting Waikato/Tainui and Council

**Workshops/other:**

Representation Review

Citizenship ceremony

**Community:**

Long Term Plan Drop in Sessions: Raglan Creative Market and Raglan Town Hall

Anzac Parade

Places for People Zoom

Whaingaroa Raglan Destination Management Organisation

Raglan Business Chamber board meeting and attended breakfast hui where Dennis presented a briefing on P4P and Wharf, guest speaker Josh Cox from Yellow Umbrella

Raglan Radio - regular interview with Aaron

Whaingaroa Raglan Affordability Project - Nil to report

Strategic planning with Tony Mayow for the Raglan Holiday Park Papahua board, scheduled for 2nd June

Regular volunteer shifts at the I Hub

**2. RECOMMENDATION**

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**THAT the report from Cr Thomson, Raglan Ward Councillor, be received.**

**3. ATTACHMENTS:**

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Solid Waste Review – Presentation Copy

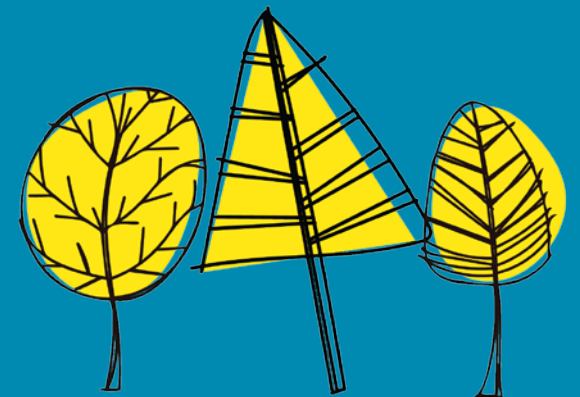
# Solid Waste Review

**What's it all about?**

**Chamber Chat April 2021**

# What is the Solid Waste Review?

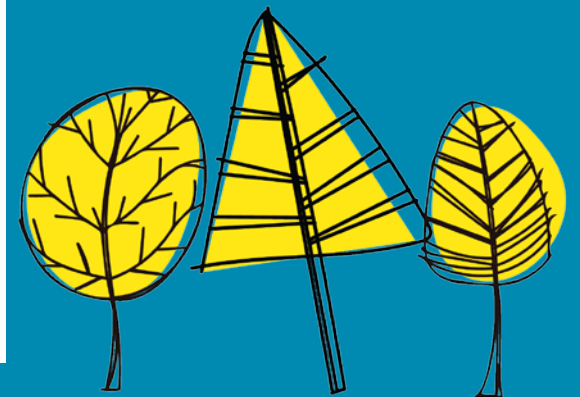
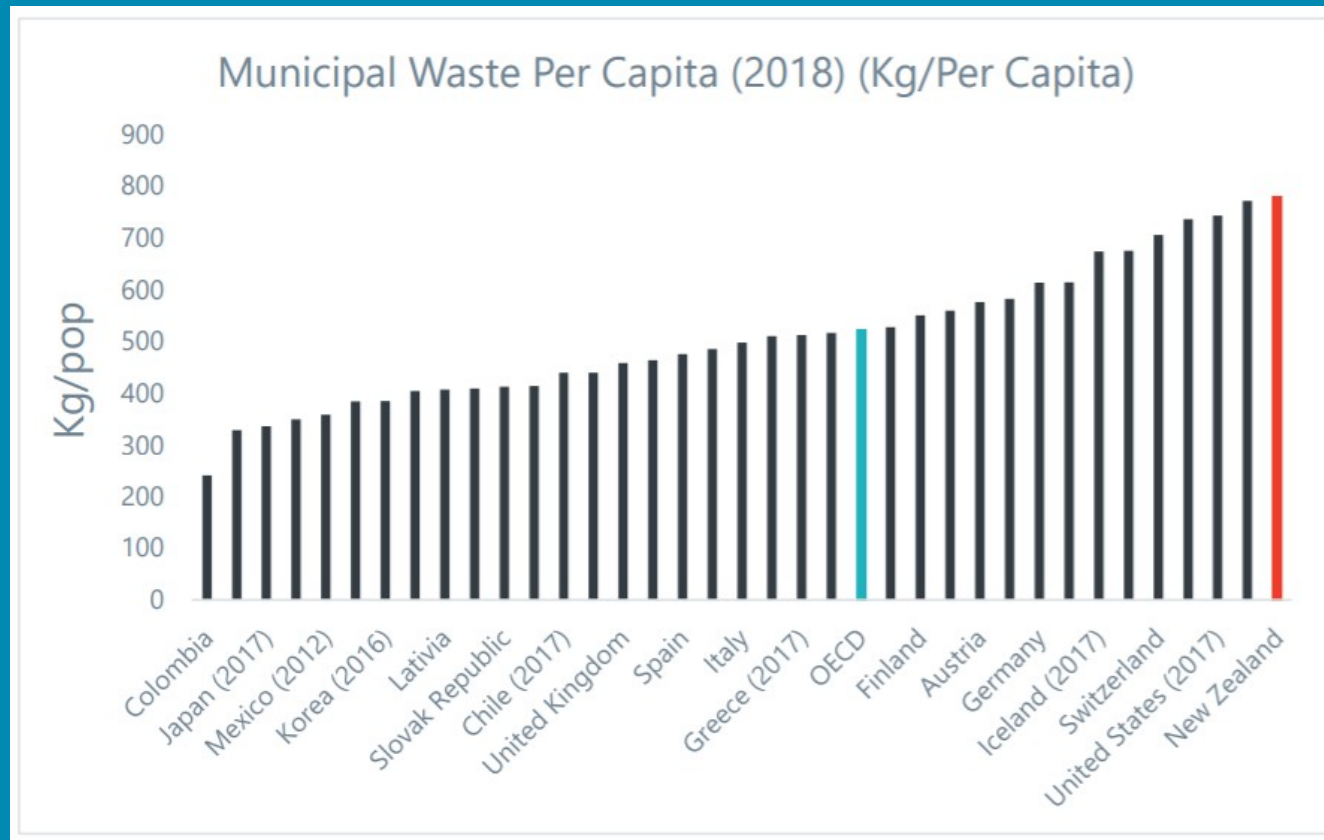
- We're looking at how we can manage solid waste better in our district
- Not just talking about kerbside collection of rubbish and recycling here:
  - There's industrial waste, agricultural waste, construction waste
  - There's solid waste infrastructure
  - There's solid waste data management
  - There's solid waste regulation
  - And there's raising awareness about solid waste in our community





# Why are we doing it?

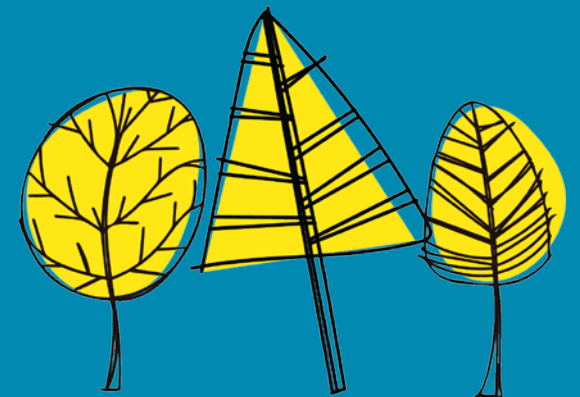
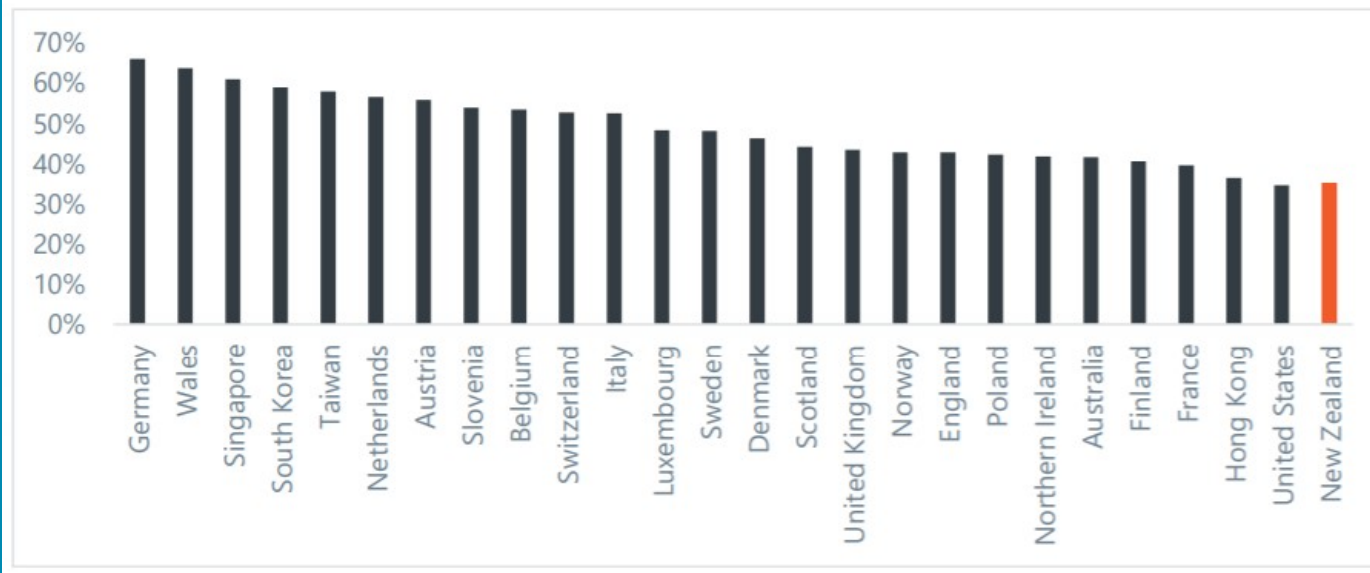
➤ New Zealand is pretty rubbish when it comes to.....rubbish!



# Why are we doing it?

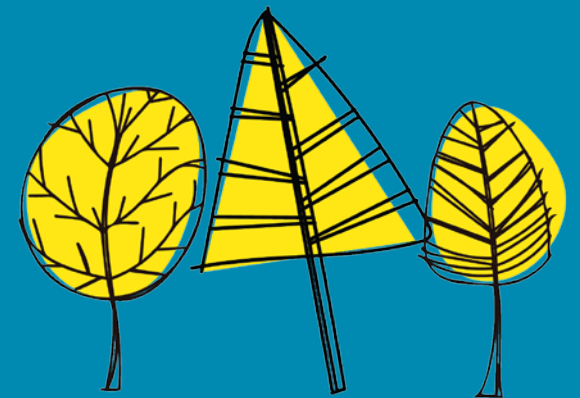
- And here in New Zealand, we're not very good at diverting waste from landfill either....

Figure 5: Total recovery rate by country<sup>110</sup>



# Why are we doing it?

- As our Council's values make it clear, we are here to serve and we're here to do it right.
- To provide the best service to our residents and ratepayers we possibly can
- While looking after the environment in the best way that we can....
  
- ...and education plays a key part of that



# Why are we doing it?

- Container deposit scheme
- Product stewardship scheme
- National standardization of how kerbside rubbish and recycling is picked up
- Government has signed up to the Basel Convention, which basically makes it harder to export plastic waste
- Climate change action. Reducing waste emissions is an important part of the achieving the aims of the Government's Zero Carbon Act.



## How are we doing it?

- The Solid Waste Review is a complex process, so we've split it into two phases.
- Phase 1 is a refresh of our contracts with our service providers: Xtreme Zero Waste, MetroWaste and Smart Environmental.
- Thanks to the hard work of Jackie and Jo in the Contracts and Partnering Team, this is pretty much complete.



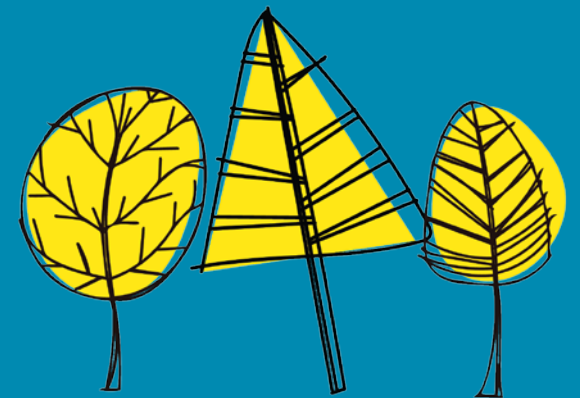
## How are we doing it? – Phase 1

- Extensive contract renegotiations since the end of last year with all our contractors.
- Contracts have been refreshed with increased emphasis on
  - health and safety;
  - standard of service;
  - better data coming back from our contractors and
  - increase monitoring/measurement of their performance.

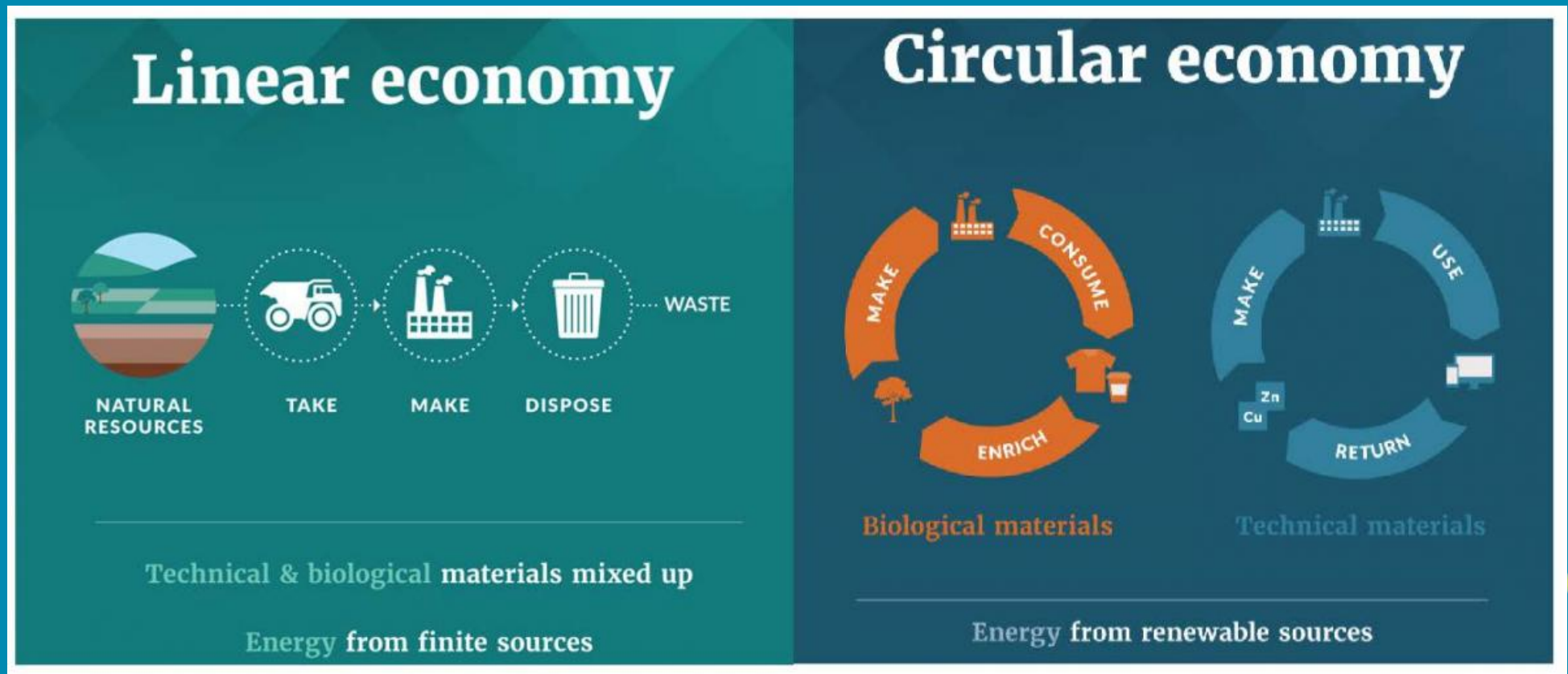


## How are we doing it? – Phase 2

- The aspirational goal for this phase is to reach the **“Ultimate Service State”** for our community.
- There are a number of activities happening now and may planned for the next few years.
- Setting a vision for circular economy



# Linear vs Circular economy





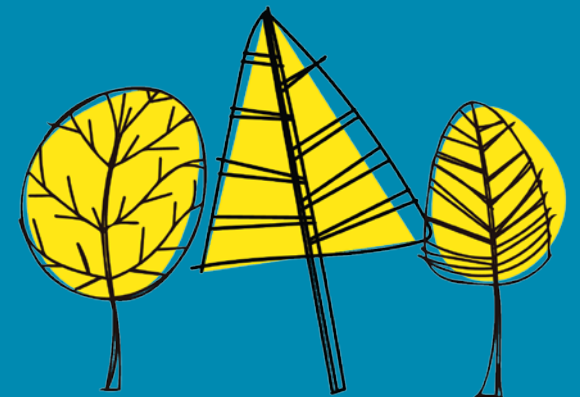
# How are we doing it? – Phase 2

## Infrastructure:

- developing the transfer station in Huntly into a resource recovery centre
- Land in the Tuakau area with a view of creating a resource recovery centre in the north of our district

## Regulation:

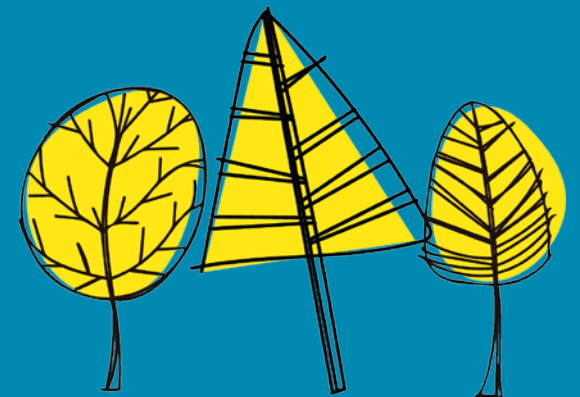
- Solid Waste Bylaw



## How are we doing it? – Phase 2

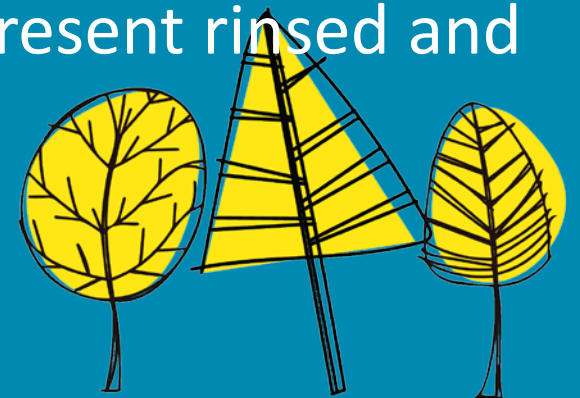
### Kerbside collection: Rubbish and recycling

- Our renegotiated contracts run for five years so the same service will be running for a while.
- But it will be reviewed at some stage
- How it looks will be shaped on government initiatives previously mentioned.



## How are we doing it – Phase 2

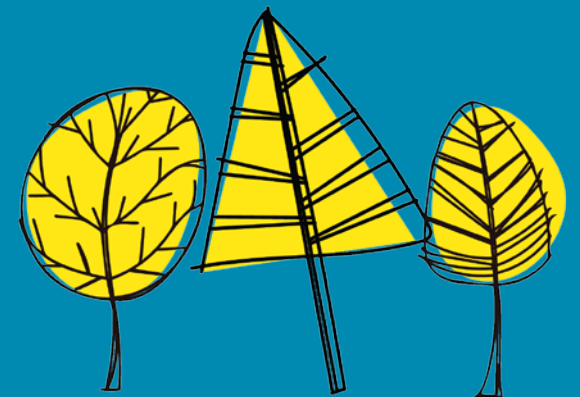
- **Community engagement and education:**
- This will be ramped up over the next few years
- The more the community understands how the waste sector works and the extent of the problems of the recycling industry the better they will understand the service being offered.
- For example – understanding the need to present rinsed and separate recycling to the kerb for collection is key for compliance.



## How are we doing it?– Phase 2

### Other activities planned include:

- Exploring partnerships with community groups and business to create circular economies within the waste sector.
- Working with other agencies e.g. Ag-recovery to provide disposal options for farm chemicals/silage wrap etc.
- Working with neighbouring Councils to rationalize services and infrastructure



# To finish off... aligning vision with best practice



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### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Dennis Amoore Raglan Community Board
<b>Date</b>	3 May 2021
<b>Prepared by</b>	Matt Horsfield Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	Board Member's Report

## **1. EXECUTIVE SUMMARY**

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The Board Member's report is attached for the Board's information.

## **2. RECOMMENDATION**

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**THAT** the report from Mr Amoore be received.

## **3. ATTACHMENTS**

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Written Report from Mr Amoore – 28 April 2021

**Wharf - April 28<sup>th</sup> 2021**Pontoon

The tender documents have been finalised for the Pontoon and sent to three specialist design and build contractors for their pricing. There will now be a period of six weeks as they review, ask questions and formulate their bids to carry out the project. There will be a site visit for them in early May.

Walkway and H&S Upgrades

The Walkway, handrail and safety proposal is nearing completion. This will be issued as a design tender to interested parties. Once design is finalised then another tender will be issued for construction works.

Whaingaroa Harbour Infrastructure study.

Beca has been commissioned by WDC to draft a scope for the Whaingaroa Harbour infrastructure study based on initial discussions with PCG. This is due for completion by the end of the month and they will be invited to present to the next PCG meeting.

Wharf Structure

The structural study is complete and this will also be presented to the PCG at the next meeting.

**Places for People**

The design for both parklets and road art is complete

The parklet design is now with WDC approved Contractor City Care to price the supply and install of the parklets.

Due to difficulty in obtaining some material (steel and hardwood) they have suggested pine decking which was approved.

The road art is being priced by Dallas Mihinui.

Pricing for both should be in and approved by the time of the meeting.

Putoetoe place – at this stage cost and timing along with difficulties to date, the focus is on the two parklets and this portion of the project has been dropped at this stage. The roundabout design is with WDC and the aim is to have this implemented at same time as the rest of the project.