

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 24 SEPTEMBER 2019** commencing at **9.00am**.

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**
- 4. CONFIRMATION OF MINUTES**
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 - 5.5 New Ground Lease - Raglan Rugby Sports Club, 33 Cross Street, Raglan 98
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6. EXCLUSION OF THE PUBLIC

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	20 November 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Confirmation of Minutes – 27 August 2019

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Infrastructure Committee held on Tuesday 27 August 2019.

2. RECOMMENDATION

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 27 August 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

INF Minutes – 27 August 2019

MINUTES for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 27 AUGUST 2019** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson
Cr JA Church
Cr JM Gibb
Cr S Henderson
Cr SD Lynch
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr B MacLeod (Raglan Community Board)

Mr G Ion (Chief Executive)
Mr C Morgan (General Manager Community Growth)
Mr R MacCulloch (Acting General Manager Service Delivery)
Mr N Wells (Strategic Property Manager)
Ms M May (Community Connections Manager)
Ms M Russo (Corporate Planning Team Leader)
Mr P McPherson (Community Projects Manager)
Ms M Smart (Property Officer)
Mr V Ramduny (Strategic Projects Manager)
Mr R Bayer (Roding Team Leader)
Ms J Bishop (Contracts & Partnering Manager)
Mrs LM Wainwright (Committee Secretary)

Mr A Wilson (Waikato Regional Council)
Ms E O'Dwyer (Waikato Times Reporter)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Sedgwick)

THAT an apology be received from Councillors Bech and McGuire.

CARRIED on the voices

INF1908/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Gibb)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 27 August 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;

AND THAT all reports be received;

AND FURTHER THAT the Committee resolves that the following item be added to the public excluded agenda as a matter of urgency as advised by the Chief Executive:

- Item PEX 2.2 – Te Awa Cycleway – Update and Request for Partial Stopping of Riverglade Drive, Tamahere;

AND FURTHER THAT Mr MacLeod, Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1908/02

DISCLOSURES OF INTEREST

Cr McNally advised members of the Committee that he would declare a non financial conflict of interest in item 6.6 [191 Main Street, Huntly – Commercial Lease Proposal].

Meeting Note: Councillor Thomson declared an interest in Agenda Item 6.8 [Te Kopua Land Matters] at the time that the item was considered.

CONFIRMATION OF MINUTES

Resolved: (Crs Patterson/Sedgwick)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 25 June 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1908/03

RECEIPT OF MINUTES**Resolved: (Crs Smith/Gibb)****THAT the minutes of a meeting of the Infrastructure Hearing Panel held on Monday 29 April and Wednesday 10 July 2019 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****INF1908/04****REPORTS**Sport Waikato Report – 1 April 2019 to 30 June 2019
Agenda Item 6.1The report was received [*INF1908/02 refers*].Service Delivery Report for August 2019
Agenda Item 6.2The report was received [*INF1908/02 refers*]. Discussion was held on the following points:

- Elbow Boat Ramp – consultation with interested parties would be held within the next few months.
- Whangarata Cemetery Development – the exact timing for the earthworks and progression of the cemetery was currently unknown and had been parked in with Munro Sportspark due to economies of scale. It was hoped to be completed summer 2019/20. Progress was being made with the crematorium.
- Meremere Library would be opened on Friday 30 August.
- Mercer Community Facility – Feasibility Study - \$100,000 had been allocated for consultation.
- Huntly Memorial Hall – further funding would be required for hall equipment.
- Water fountain at The Point, Ngaruawahia.

ACTION: Staff to complete a costings report for a water fountain at The Point, Ngaruawahia and report back to the September 2019 Infrastructure Committee meeting.

- Urban upgrade at Pokeno Main Street. Works were deferred pending a decision on the resource consent for the Pokeno Supermarket.

The meeting adjourned at 9.18am to hear a short presentation from Mr Andrew Wilson, Waikato Regional Council to explain the reasons for the delay in the commencement of the Pokeno to Pukekohe bus service, and the meeting resumed at 9.36am.

Further discussion was held on the following points:

- Street lighting outages in the Waikato District.

ACTION: Staff would meet with Counties Power to discuss the new callout policy for street lighting. Outcomes would be reported to the September 2019 Infrastructure Committee meeting.

- Inorganics Collection - Date of the inorganic refuse collection had changed.

ACTION: Communication would be made on the change of the inorganic collection date for April 2020.

Central District Reservoir, Ngaruawahia – WEL Easement
Agenda Item 6.3

The report was received [*INF1908/02 refers*] and summarised by the Strategic Property Manager.

Resolved: (Cr Smith/Patterson)

THAT the Infrastructure Committee recommends that Council approves granting an easement in accordance with its delegated authority under s48 of the Reserves Act 1977 over the land described in the schedule;

AND THAT the Chief Operating Officer be delegated authority to execute all relevant documentation.

SCHEDULE

First, all the land legally described as Part Section 1, SO 486783; shown as Section 1 on SO 491535 being part of the land comprised in Record of Title 700570; and,

Second, all the land legally described as being Section 2 as shown on SO Plan 486783 comprised in Record of Title 700570.

NB: All of the land described in the SCHEDULE is subject to the Reserves Act 1977.

CARRIED on the voices

INF1908/05

Easement over Dr John Lightbody Reserve, Tuakau
Agenda Item 6.4

The report was received [*INF1908/02 refers*] and summarised by the Strategic Property Manager.

Resolved: (Crs Church/Smith)

THAT the Infrastructure Committee recommends that Council approves granting an easement in accordance with its delegated authority under section 48 of the Reserves Act 1977 over the land described in the Schedule;

AND THAT the Chief Operating Officer be delegated authority to execute all relevant documentation.

SCHEDULE

All the land legally described as being Part Allotment 14 Parish of Tuakau being 3.2132 hectares (shown in blue on appendix 2).

NB: All of the land described in the SCHEDULE is subject to the Reserves Act 1977.

CARRIED on the voices

INF1908/06

Petition for Speed Humps - Tuakau
Agenda Item 6.5

The report was received [*INF1908/02 refers*]. The Corporate Planning Team Leader summarised the report, and noted that pages 69 to 74 of the Agenda had been removed from the online version to protect the privacy of the residents.

Resolved: (Crs Church/Smith)

THAT the Infrastructure Committee accepts the “petition” from the residents of Martindale Lane, Tuakau acknowledging its intent, despite not meeting the criteria for the Petitions Policy 2015;

AND THAT the Infrastructure Committee recommends to Council that the issues raised in the “petition” are addressed as part of the proposed 2019 Speed Limit Bylaw amendments.

CARRIED on the voices

INF1908/07

191 Main Street, Huntly – Commercial Lease Proposal
Agenda Item 6.6

Councillor McNally declared a conflict of interest and did not speak to, or vote on this item.

The report was received [*INF1908/02 refers*] and summarised by the Strategic Property Manager.

Resolved: (Cr Lynch/His Worship the Mayor)

THAT the Infrastructure Committee approves that a commercial lease be granted over the land described in the Schedule to Prithvi Investments Limited for an initial term of three years with two further rights of renewal of three years each;

AND THAT the Chief Operating Officer be delegated authority to execute all documents required to give effect to this resolution.

SCHEDULE

First all the land legally described as being Part allotment 720 of Taupiri Parish comprising 704 metres square and shown bordered in red on the aerial photograph at the foot of this report.

Second all the land legally described as being Stopped road shown on SO plan 508181 comprised in Record of Title 349793 comprising 175 metres square and shown bordered in red on the aerial photograph at the foot of this report.

CARRIED on the voices

INF1908/08

Vesting of Te Otamanui Walkway, Te Kowhai
Agenda Item 6.7

The report was received [*INF1908/02 refers*] and summarised by the Community Connections Manager.

Resolved: (Cr Smith/His Worship the Mayor)

THAT the Infrastructure Committee recommends to Council that Lot 20 of SUB0083/19 (as shown on the subdivision map, attachment 2 to the staff report) should be vested as Local Purpose Reserve;

AND THAT the Committee requests staff to give consideration during the next Long Term Plan to the funding required to support this recommendation.

CARRIED on the voices

INF1908/09

Te Kopua Land Matters
Agenda Item 6.8

Councillor Thomson declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

The report was received [INF1908/02 refers] and summarised by the Strategic Property Manager.

Resolved: (Crs Gibb/Smith)

THAT the Infrastructure Committee recommends that Council agree in principle to re-vesting in Iwi:

- i. **Riria Kereopa Memorial Drive (and by extension, Wainamu Road);**
- ii. **The recreation reserve between Ririria Kereopa Memorial Drive and the sea, and;**
- iii. **potentially, Raglan Aerodrome.**

CARRIED on the voices

INF1908/10

Peehi Houkura Urupaa (at Whatawhata) – Vesting of Land in Local Iwi
Agenda Item 6.9

The report was received [INF1908/02 refers] and summarised by the Strategic Property Manager.

Resolved: (Cr Smith/His Worship the Mayor)

THAT the Infrastructure Committee recommends to Council that because Allotment 285 Pukete Parish is no longer required for cemetery purposes the land be disposed of, subject to:

- i. **The consent of the Minister of Health first being obtained as required by s.21(5) of the Burial and Cremations Act 1964;**
- ii. **The Department of Conservation then being consulted as to requirements to cancel the vesting in Council (s.27 Reserves Act 1977) and revoke the reservation (s.24 Reserves Act 1977) with the intention that the jurisdiction for the land revert to the Crown with a recommendation from Council that, because of the historical significance of Allotment 285 to Maori, the Crown promote the vesting of that land in local Iwi;**

AND THAT the Chief Executive be delegated authority to execute all relevant documentation to give effect to these resolutions.

CARRIED on the voices

INF1908/11

The meeting adjourned at 10.30am and resumed at 10.52am.

Onewhero-Tuakau Community Board Proposed Road Name List
Agenda Item 6.10

The report was received [*INF1908/02 refers*]. The Chairperson noted that a Fulton Road already existed within the district; staff should check that it is appropriate to use but retain the name in the list.

Resolved: (Crs Church/Henderson)

THAT the Infrastructure Committee approve the following 27 road names for the Onewhero-Tuakau area in accordance with the Road Naming Policy:

- **Aarts**
- **Abraham**
- **Begrie**
- **Bhana**
- **Booker**
- **Burns**
- **Cooper**
- **Daya**
- **Dorricott**
- **Feather**
- **Fulton**
- **Grant**
- **Hoete**
- **Inanga**
- **Kanga**
- **Komata**
- **Kukutai**
- **Lindner**
- **List**
- **McGahan**
- **Ngaio**
- **Paua**
- **Pipi**
- **Prescott**
- **Raupo**
- **Vicars**
- **Weke.**

CARRIED on the voices

INF1908/12

Pokeno Community Committee Proposed Road Name List
Agenda Item 6.11

The report was received [*INF1908/02 refers*].

Resolved: (Crs Church/Henderson)

THAT the Infrastructure Committee approve the following road names for the Pokeno area in accordance with the Road Naming Policy:

- Clendon
- Otto
- De Velega
- Titchmarsh
- Keen.

CARRIED on the voices

INF1908/13

Tamahere Community Committee Proposed Road Name List
Agenda Item 6.12

The report was received [*INF1908/02 refers*]. Discussion was held on the following issue:

- Double up of some road names in the District – staff noted there was a geographic difference in those cases to avoid confusion and confirmed that the names had been checked through the Road Naming Policy.

Resolved: (Crs Smith/Church)

THAT the Infrastructure Committee approve the following road names for the Tamahere area in accordance with the Road Naming Policy:

- Mahinarangi
- Turongo
- Edge
- Fisher
- Comins
- Jim Thompson
- Pekapeka
- Van der Hum.

CARRIED on the voices

INF1908/14

His Worship the Mayor and Cr Lynch requested their dissenting votes be recorded.

Proposed Road Name for Nigel Beer Subdivision at 1403 Waiuku Road
Agenda Item 6.13

The report was received [INF1908/02 refers].

Resolved: (Crs Church/Henderson)

THAT the Infrastructure Committee approve the following road name for Nigel Beer Subdivision at 1403 Waiuku Road in accordance with the Road Naming Policy:

- **Frederica Close (ROW PVT).**

CARRIED on the voices

INF1908/15

Proposed Road Name for Mark Young Subdivision at 987 and 989 Horotiu Road
Agenda Item 6.14

The report was received [INF1908/02 refers]. The Acting General Manager Service Delivery provided clarification of the Road Naming Policy.

Resolved: (His Worship the Mayor/Cr McNally)

THAT the Infrastructure Committee approve the following road name for Mark Young Subdivision at 987 and 989 Horotiu Road in accordance with the Road Naming Policy:

- **Thetford Lane.**

CARRIED on the voices

INF1908/16

Proposed Road Names for Arrick Ltd Subdivision at 246A and 246B Tenfoot Road, Taupiri
Agenda Item 6.15

The report was received [INF1908/02 refers].

Resolved: (Cr Gibb/His Worship the Mayor)

THAT the Infrastructure Committee approve the following road names for Arrick Ltd Subdivision at 246A and 246B Tenfoot Road, Taupiri in accordance with the Road Naming Policy:

Seetal Gill Lane (ROW PVT)
Taran Place
Arkanda Lane

Preferred choice for subdivision.
Add to Taupiri road name list.
Add to Taupiri road name list.

CARRIED on the voices

INF1908/17

Update on the Hamilton to Auckland Start-up Passenger Rail Service
Agenda Item 6.16

The report was received [INF1908/02 refers] and summarised by the Strategic Project Manager.

Minutes of the Regional Transport Committee Meeting of 1 July 2019
Agenda Item 6.17

The report was received [INF1908/02 refers].

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Gibb/Lynch)

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable the Committee to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Tuesday 25 June 2019

REPORTS

- a. **Hamilton to Auckland (H2A) Passenger Rail Start Up Project: 101-105 Tregoweth Lane, Huntly**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under: **Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(a)
Section 7(2)(i)
Section 7(2)(j)**

Section 48(1)(a)

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Service Delivery Report for September 2019

1. EXECUTIVE SUMMARY

This report is to inform the Infrastructure Committee of significant operations/projects commenced, in progress, or completed since the date of the last report.

2. RECOMMENDATION

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

3. ATTACHMENTS

Nil.

SERVICE DELIVERY

COMMUNITY PROJECTS

Categories

- Boat Ramps
- Cemeteries
- Facilities
- Open Spaces
- Playground Renewals
- Skate Parks
- Roading Works
- Toilets
- Walkways
- Water
- Wastewater
- District Wide Minor Improvement Projects

BOAT RAMPS

Elbow Boat Ramp

The initial community engagement meeting was held on Thursday 5 September at 7:00pm at the Aka Aka Hall. General discussion was held with attending stakeholders and the basic specifications for the upgrade discussed.

Community Projects will send an email out to all attending stakeholders who provided email addresses to ensure all have contact details for the project team and to provide an opportunity to add further input to the co-design process. A sign will be installed at the boatramp to inform users who were not able to make the meeting of the upgrade and provide project team contact details.

The project team will produce options and costings for potential upgrade designs before presenting them at the next engagement meeting for further discussion.

Regular updates on progress will be sent to all interested parties by email.



Elbow Boat Ramp

CEMETERIES

Whangarata Cemetery Development

Final construction drawings and schedule of quantities are currently being produced by Beca.

To leverage efficiency, the earthworks contract for the cemetery project is to be bundled with the earthworks for Munro Sports Park in Pokeno. This will provide economies of scale, as well as procurement and project management efficiencies.

The work is to go out to open tender, with physical works underway early in the New Year.

Jackson Street Cemetery (Expected Completion Date – April 2020)

A preliminary design was presented to the Ngaruawahia Community Board for review, and was approved.

Detailed design is underway for construction.

FACILITIES

Meremere Library - Contract 18 031

The library is complete with just some minor works required to finish off.

The formal opening was held on Friday 30 August at 9:00am.



New Library Opened



Opening ceremony



Cutting of the cake to celebrate opening



Opening celebrations with school performing.

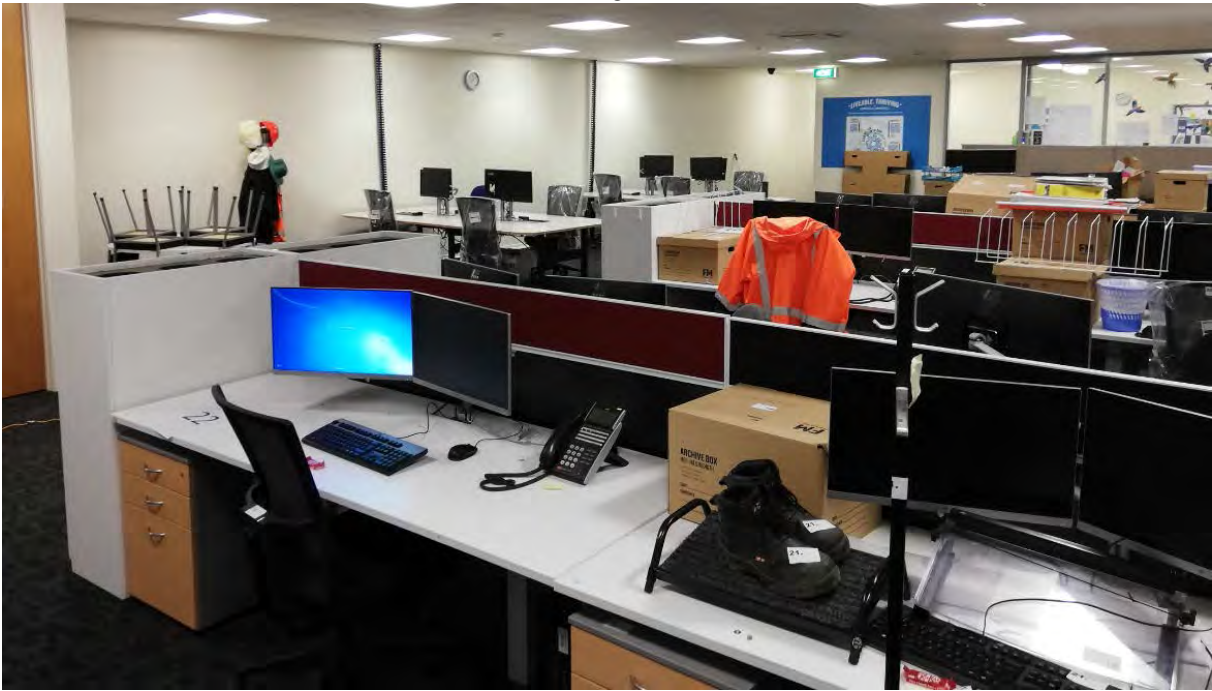
Tuakau Office Refurbishment (Completed)

This work increased the capacity of the Tuakau WDC offices with facilities for hot desking/laptop users. Additional cameras and TV's set up in response to safety concerns within the facilities.

This work brings it into line with the look and feel of the Ngaruawahia offices.



Before refurbishment



Offices refurbished.

Ngaruawahia Memorial Hall

Work on this project has been deferred while changes in scope are determined.

Ngaruawahia Library

Work on this project has been deferred while changes in scope are determined.

Tuakau Library

Estimates received for the construction of the Opus design from the Quantity Surveyor exceed the budget. The Project Team are investigating options to retain the desired functionality while bringing the cost down to match the budget.

An extension of time has been sought by the team to do this, which has been approved, extending the construction completion date out to June 2021.

Mercer Community Facility - Feasibility Study

Staff are meeting with a consultant in early October to commission the study. Contact will be made with interested stakeholders in October to discuss the specifics required for the facility.

Whatawhata Community Facility (Expected Completion Date – February 2021)

CKL Consultants have been engaged to carry out the resource consent application process. The consent and application will take 12 weeks to prepare, ready in October. Then detailed design can commence and confirmation of the combination of WDC and external funding will be available.

Huntly Grandstand Roof Demolition & Replacement (Expected Completion Date – June 2020)

The original demolition project has changed to replacement of the roof as there is marginal additional cost. This triggers a change in funding as the work is now a capital cost rather than an operational one. A review of the capital funding budgets is being carried out to prioritise appropriate funding. The project is estimated to cost \$205,000.

A contract document has been completed and the works will go out to open tender as soon as funding is confirmed.

Raglan Holiday Park (Expected Completion Date – April 2020)

The detailed stormwater design by consultants Wainui Environmental is expected to be completed mid-September for review.

The resource consent work is well underway and consultation with local Mana Whenua representatives has been undertaken. The resource application lodgement is scheduled for 16 September 2019.

OPEN SPACES

Munro Road Sports Park

Consents documentation is being reviewed and a consultant is being engaged to assemble contract documents and finalise construction drawings. The project is being bundled with the Whangarata Cemetery earthworks.

The project will go out to public tender in November and awarded in the New Year.

Onewhero Reserve Wastewater Upgrade (Expected Completion Date – March 2020)

Stage 3 to complete the treatment system is currently being developed. Funding streams are still being investigated for this work.

PLAYGROUND RENEWALS

The Point Reserve Ngaruawahia Playground Renewal (Completed)

The playground is complete and was formally opened on Friday 2 August 2019.





Naike and Opuatia Playground Renewals (Expected Completion Date – November 2019)

The Naike and Opuatia playground contract has been awarded to Playground Creation Ltd. The playground installation is planned for October.

Fairfield Park Huntly, Basketball Court Upgrade

This is for the removal of the existing half court and hoop and construction of a full size marked concrete court and hoops with a budget of \$51,000 including project management and construction supervision.

The tender and contract documents have been prepared, awaiting for Strategic Property to confirm land status.

Papahua Pump Track Edging Upgrade (Expected Completion Date – October 2019)

One of the three stages of concreting has been completed. Currently waiting on the weather to proceed.

Works are scheduled to start in August and be completed in October 2019.



Papahua Pump Track

Hukanui Reserve, Gordonton (Expected Completion Date – July 2020)

The existing playground is small and offers limited play. This playground will be developed as a neighbourhood playground supporting the adjoining community building (Gordonton Hall). In the planning stage. Not yet started. May be bundled with other similar projects for efficiency.

Hakanoa Domain (adjacent to pool) Huntly (Expected Completion Date – July 2020)

The existing playground is due for renewal including the surrounding landscaping. Currently in the planning stage.

SKATE PARKSDr Lightbody Reserve, Tuakau (Expected Completion Date – June 2020)

There is currently a reserve management plan review to determine the best location for the skatepark. This will guide the Council and community in terms of future developments for the park in a holistic manner.

In addition to the Council's \$378,050 budget, the Tuakau Youth Trust has acquired grants of approximately \$400,000 for the development of the Tuakau Skate Park.

ROADING WORKSGilmour Street, Raglan – Urban Upgrade

It is planned to undertake a letter drop inviting the residents to an onsite meeting.

There is a small delay in the process as we have been refining the solution to ensure flooding issues are addressed. A key driver for the project is to resolve flooding on the downhill side of Gilmour Street. Further discussion with the stormwater liaison group may be carried out before commencing the consultation to make sure that it is not just a good outcome for Gilmour Street residents, but is financially sustainable as it may set a precedent for Raglan stormwater for future roading works.

Pokeno Road Urban Upgrades

The stormwater design for Pokeno Road (Ford Road to Pokeno School) is under review.

Design for the upgrading of parking on unformed Wellington Street (west) is being planned for the summer to ease parking issues with the reduced parking (loss of parks outside the future supermarket) once the supermarket development gets underway.

Kopua Holiday Park Access Road & Entranceway Upgrades, Raglan (Expected Completion Date – June 2020)

This is being undertaken in two stages:

- Stage one (Marine Parade Bridge to camp entrance). This has been reviewed by the Committee and is now going through detailed design.
- Stage two (camp entrance to shop/walkway bridge). A working group has been formed to take this through co-design. Funding is being confirmed before engaging with the working party to develop the route for this section.

Lightbody Reserve Carparks (Expected Completion Date – April 2020)

A concept design is to be done, to consider the wider Domain layout and incorporates the proposed skate park.

TOILETS

Pokeno and The Point, Ngaruawahia

Tenders have closed and are being evaluated. Staff expect to award in late September.

The Domain, Tuakau

Scoping is continuing and will include a new treatment system as well as building renovations and new fittings and fixtures. Budget will need to be reviewed and prioritised on completion of scoping.

St Stephens Avenue, Tuakau (Expected Completion Date – October 2019)

A contract to build the foundation and relocate the wastewater dump station has been advertised and closes on Friday 20 September 2019.

The dump station is being relocated to Bollard Road.

The toilet is scheduled for installation in October/November.

Centennial Park, Ngaruawahia

The toilet supply contract has been evaluated and there is a funding shortfall. Value engineering is continuing to extract savings and provide options.

The installation of the toilets is out to tender bundled with St Stephens Ave Toilet installation - Tuakau, Tuakau Library Wastewater Upgrade, and Tuakau Campervan Waste Station. Tenders close on Friday 20th September. We expect to award the tender on 18 October.

The works are to be completed by end of March 2020.

Tourism Infrastructure Fund (TIF) (Expected Completion Date – October 2019)

- Ngarunui Beach – New beach Toilet & Shower Facility
- Ngarunui Beach – Main Car Park Toilet Upgrade

The construction contractor (Lobell Construction Ltd) established on-site on 2 September, and building works on the new beach facility and the minor refurbishment to the main car park toilets are progressing well. The works to the main car park toilets include work to increase capacity to four cubicles.

Works are expected to be completed by the end of October 2019 / early November 2019.



Progress photo of construction mobilised – 2 September 2019



Progress photo – 12 September 2019

WALKWAYS

Te Kauwhata Walkways (Expected Completion Date – October 2019)

Waikato District Alliance has made progress on the Travers Road uphill section near Moorfield Road, with further concrete path constructed in August. Works will continue into September (weather permitting) further up Travers Road, between Moorfield Road and Wayside Road, as progress is made.

The project is currently around 30% complete with \$243,000 spent to date of the \$584,634 budget (including NZTA subsidy under the Low Cost / Low Risk (LCLR) category).

The project is scheduled for completion in October 2019 subject to a methodology review and design for retaining & drainage challenges in the next section.



Progress Photo of Concrete constructed to date – 23 August 2019



Progress Photo of fencing and formation works required immediate near Moorfield Rd – 23 August 2019

Raglan – Wainui Road Footbridge Upgrade (Expected Completion Date – June 2020)

The Waikato District Alliance has been engaged to undertake the works and a Resource Consent application has been lodged with Waikato Regional Council (WRC). WRC have requested additional design information. This has been supplied and we are awaiting their response.

WATER

Tuakau Bulk Watermain 18 078 (Completed)

Final connection works for the Tuakau Bulk watermain occurred at the Harrisville Reservoir on 10 and 11 September, the pipeline will be fully operational from this date.



Tuakau Bulk Main Pipe Bridge

WASTEWATER

Pokeno Wastewater Reticulation Scheme, Phase 3 (Expected Completion Date – March 2020)

The contract is for the completion of the private drainage connections in Pokeno. Contract is to be advertised in October and awarded in November. Works will commence in the New Year and be completed by March 2020.

Raglan and Te Kauwhata WWTP Upgrades (Completed)

Contract 18/041 for the supply of step screens for Raglan and Te Kauwhata WWTP was awarded to Sindico. The cost for the step screens supply was \$244,016.15.

Contract 18/176 for the installation of the step screens was tendered and awarded to Camex Civil. The value of this contract is \$462,611.36.



Step screen installation

District Wide Water Reticulation Renewals - Contract 18/055 (Completed)

Watermain replacements have been completed over the nine project sites constructing 4.5km of new watermain pipelines in replacement of the existing ageing, undersized or poor condition lines to a total value of \$1.3M.



WWTP Wetlands Upgrade/Renewal (Completed)

Contract 18/114 (Wastewater Treatment Plant Wetlands Upgrades) is complete and includes improvements to the wetlands at Te Kauwhata, Meremere, and Huntly wastewater treatment plants.



ROADING

Waikato District Alliance

Zero Harm

We are delighted to report no significant injuries over the last 3 months.

There was no Medical Treatment Injuries (MTI) or Loss Time Injuries (LTI) in June or July. We had one minor First Aid Cases (FAC) in August.

Safety behaviour conversations and audits continue to be carried out which are supported with weekly toolbox sessions. At these sessions the team review incidents, share learnings and discuss near misses. We also cover wellness and mental health support.

This month we refreshed Critical Risk training with the crew and also discussed Blue September encouraging males to be proactive with their health.

Cyclic Maintenance

The cyclic crews continue to respond to all urgent issues, filling potholes, collecting large quantities of litter, sweeping spills and attending accidents. This month our after-hours teams had to attend a Fatal Crash at River Road Tuakau and attended to many fallen trees.

Pre-reseal repairs

During July and August we undertook minor hotmix levelling and edge break repairs across the district on reseal and general sites. We have begun stabilising repairs in the Raglan and Newcastle wards

Unsealed maintenance

We have had up to four graders working across the entire network undertaking grading and rolling work as well as metalling on selected roads. This work covered 98 km and included supply of 1140 cubic metres of aggregate. Two months' worth of drainage on unsealed roads has been completed.

Drainage

The team have replaced culverts and undertook drainage work across various parts of the network throughout August including Te Puroa Road culvert (shown below).



Bridge Maintenance

We have commenced work on the Wallis Street boardwalk repair which should be completed in September.

**Slip Repair**

We have completed a slip repair on Waikaretu Valley Road near the mobile phone tower that has been an on-going issue since before the Alliance started (photo below).

**Footpaths****Maintenance**

We have been undertaking high priority footpath repair work in Ngaruawahia, Taupiri and Huntly with additional work planned in Raglan, Meremere, Pokeno and Tuakau.

New Construction

We have constructed 64m of 2m wide concrete footpath to improve the connectivity between Hitchen Block subdivision and Pokeno school. We have also completed a temporary footpath on Helenslee Road which will remain until the new traffic signals are installed at Pokeno and Hitchen Block Road. This will provide a safe walking path for the local community and school traffic (photos on the next page).

Hitchen Block Concrete Footpath

BEFORE



AFTER



Helenslee Road Temporary Footpath

BEFORE



AFTER



CAPITAL PROJECTS

Pavement Rehabilitation

Planning work for the 19/20 programme is underway currently. Survey and pavement pit logging has been completed and we are working on geometric and pavement design.

Enabling work has continued at Storey Road and Whitiakahu Road.

The agreed Rehab list for this year is as follows;

- Storey Road
- Whitiakahu Road
- Bedford Road
- Tuakau Bridge Port Waikato Rd
- Okete Rd
- Horsham Downs Rd
- Mercer Ferry Rd
- Taniwha Rd
- Tahuna Rd
- Pook Rd
- Bell Rd (Mangatawhiri)
- Onewhero-Tuakau Bridge Rd

Resurfacing

This year's agreed programme includes 201 sites made up of 120 km of chip seal and of 1.1 km asphaltic concrete.

Sealing aggregate has been delivered to sites in anticipation of commencement mid-September.

Mangawara Bridge

The Watts Grove crane pad has been completed together with enabling work for the Urupa bridge approach and erection of a silt fence. Crane pad construction will resume when the weather improves.

Emmetts have established, been inducted, attended a blessing on site and will commence piling at Watts Grove on 9 September.





Horsham Downs Link Road

This project is progressing as we work with NZTA to solve a number of issues primarily cost related. We are progressing the redesign based on a value engineering approach. We are also working with the school and village church in a precinct approach to the project.

Te Awa Cycleway

Detailed design is progressing, as are discussions with HCC regarding works at our boundary (Mangaonua Stream) that relates to ongoing maintenance and renewal agreements and a shared contract for delivery of the shared path physical works.

The section from Tamahere Drive to Hooker Road has gone to market and has been evaluated. NZTA are currently working with the preferred tender with a view to starting works in late September.

Property agreement negotiations continue and should to be closed out by the end of September.

Asset Management

General Asset Management Activities

Work continues on analysing SCRIM data, reviewing the Forward Work Programme and finalising a response to NZTA's audit.

The team has investigated the rapid deterioration of part of Bedford Road due to Haul Road traffic accessing the quarry and recommended advancing the rehab to this year.

We also hosted the Audit NZ auditor at the Alliance office who reviewed our data management systems. This review included comparing a sample of design drawings for completed projects against RAMM asset data. A range of assets were audited including rehab projects, reseal sites and drainage improvements to watertables. In addition RAMM asset data for multi-party council lead projects like Hitchen Bridge and Te Awa shared path were reviewed. In all cases WDA's record keeping and accuracy of RAMM data was good and satisfied the Auditor.

2019/20 High Speed Data Survey (HSD)

The 19/20 HSD survey was completed over April. This is the 4th round that has been completed since the start of the Alliance. Each additional round of data collected increases the accuracy and confidence that can be achieved with the pavement deterioration modelling that the Asset Management team carries out. Once the quality checks have been completed on this recent data (including review of 3500 SCRIM candidate lengths), we will start the process over again for the 20/21 FWP which will also form the basis for the next LTP/AMP submission.

Activity Management Plan (AMP)

The existing AMP will be updated to reflect current financial constraints, realistic levels of service and best practice.

Network Management

Another busy month for our Traffic Management Coordinator. The following is a summary of the key activities for the month:

- 90 Approved CAR's for the month of August, with an average of approximately 40 active worksites on the network each day, including the long term sites for WEX construction for Huntly and Hamilton bypasses.
- Recent railway upgrades in the area including State Highway 1 (Huntly), Fletcher Street (Huntly) and Te Onetea Road (Rangiriri).
- Ultrafast Fibre installation in Raglan is continuing and is due for completion by end of October. A few issues regarding the re-instatement have been experienced.
- SH1 southbound traffic was diverted through the Tamahere interchange for two days while test pits were undertaken on the State Highway. Stop/go was in place on the roundabouts to clear traffic that may have built up on Tauwhare Road. This diversion will be in place for 6 weeks from October so that the WEX southern tie-in can be constructed
- A long term one-way temporary traffic signal is in place on Cherry Lane so that dead man anchors can be constructed for the WEX. This will remain in place until November.

SOLID WASTE

Solid Waste Review

Consultants, Morrison & Low have commenced the business case methodology for the solid waste review (including s17A review). To date this has included:

- Workshop 1 - 30 July
(Council staff, contractors and representatives from neighbouring councils) to understand the strategic case for change, issues and opportunities, objectives for the review.
- Workshop 2 - 21 August
Evaluation of long list of options based on findings of the first workshop.
- Councillor Workshop – 11 September
Presented to elected members.

Morrison & Low are currently compiling outputs from the first three workshops in preparation for further workshops, including:

- Further two elected members workshops (yet to be scheduled for November)
- These workshops are to evaluate detailed commercial, financial and management cases for the long list of options.

Concurrently with the business case approach, KPMG have been engaged to work with our waste contractors to baseline and verify the current cost of solid waste service delivery for Waikato District Council, as an input to the business case, specifically costs of existing services.

Other Highlights and Updates

Contracts

- Continuing to work closely with contractors regarding health and safety obligations and practices under contracts.
- Focus on service request responsiveness – making good progress.

Inorganics Collection

Council staff have received a price from Metrowaste to undertake the collection for 2019/20 financial year. Due to resource constraints and timing issues, the next collection has been moved to late April 2020. Collection is expected to occur over a 10 week period.

An interim media release advising of dates for the next collection has been posted.

Closed Landfills

- The annual landfill fill report has been received from the consultants (Babbage).
- A meeting with affected residents was held at Council offices on 5 September.
- Council to provide affected residents with a brief summary of the gas levels and implications for the LIM notice for future reference.
- A representative of Waikato Regional Council attended the meeting.

Government Consultation on Product Stewardship

Hamilton City Council, Waikato Regional Council and WMINZ are making joint submissions into which WDC has had input.

Submissions close 4 October 2019.

Solid Waste AMP

The solid waste review will be considering future infrastructure requirements, including looking at opportunities sub-regionally e.g. working with other Councils. This will feed into the review of the solid waste AMP, infrastructure commitments in the forward LTP, and how these should be best delivered.

Operational Separation of solid waste activities from Waters activities

Largely complete. Arrangements are being put in place to deal with solid waste asset data currently situated in AssetFinda (a combined waters and waste asset database), moving it into other asset registers that Council controls.

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	Josh Crawshaw, Reserves Planner Eric Hamilton, Contract Reserves Planner
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Approval for Public Consultation on the Draft Woodlands Reserve Management Plan and Concept Plan

I. EXECUTIVE SUMMARY

Council has prepared the Draft Woodlands Reserve Management Plan (the Plan) under the Reserves Act 1977 (the Act). The drafting process of the plan has been assisted by preliminary feedback received from key stakeholders and members of the public. This feedback has been included in the Plan where possible.

In association with preparing the draft Plan, a new draft Woodlands Concept plan has been compiled identifying possible future spatial development that enhances visitor experiences. These two plans support each other and ensure strategic alignment.

Section 41 (6) of the Act requires Council to publicly notify the draft Plan and to seek submissions on the draft for a period of no less than two months. The purpose of this report is to seek Council approval to undertake public consultation on the draft plan beginning on 9 October 2019, and closing on 9 December 2019.

2. RECOMMENDATION

THAT the report from the Acting General Manager Service Delivery be received;

AND THAT the Infrastructure Committee approves community consultation be undertaken on the Draft Woodlands Reserve Management Plan and Woodlands Concept Plan (Attachments 1 and 2, respectively, of the staff report) for a period of no less than 2 months, between 9 October 2019 and 9 December 2019;

AND FURTHER THAT the Infrastructure Committee recommends that, following the October 2019 local authority elections, the Council:

- a. appoint a hearings panel, if required, to hear any submissions received on the Draft Woodlands Reserve Management Plan and Woodlands Concept Plan; and
- b. appoint a representative from Waikato Tainui to be a member of the hearings panel.

3. BACKGROUND

Management Plans

Management plans are mandatory under the Reserves Act 1977 for certain classes of reserve land. Management plans are helpful in that they identify appropriate uses of each reserve and outline development and management of parks into the future. The plans are developed through a formal community consultation and hearings process.

In June 2014, Council adopted a position on the process for development of management plans. This position involves the production of grouped plans by reserve type and individual plans for key reserves. Council's Parks Strategy 2014 identifies the various reserve types. Reserve Management Plans fit within the Parks Strategic Work Programme (Attachment Three).

The Sports Park Management Plan and General Policies Reserve Management Plan are the first plans that have been created in this process. These were adopted by Council in June 2015, the Neighbourhood Parks Reserve Management Plan was adopted in 2017 and the Natural Reserves Management Plan adopted in 2019.

Woodlands is one of several individual reserve management plans being prepared covering key reserves throughout the district. Woodlands is a key historic homestead and garden area used by both local community and visitors for casual recreation, play, relaxation, and community activities / events.

In early November 2018 public notices were placed in newspapers districtwide and on Council's website calling for suggestions as to what should be included within Woodlands Reserve Management Plan. Feedback was received from 5 parties and this feedback has been collated and included in Attachment Two.

Concept Plans

Concept plans are not considered mandatory but are deemed necessary for our high profile destination reserves to ensure that they align strategically with the management plan and clearly identifies any future development. The concept plans were developed through a consultation with key stakeholders and seeking input through the community hearings process.

Hearings Panel

In order that any such submissions and/or objections may be considered, a hearings panel (representing the administering authority) is to be formed to hear all submissions, summarise and recommend changes. Council has been delegated the authority to appoint a hearings panel to consider submissions received on management plans, and make a recommendation to Council on the final plan. Council is the ultimate decision maker and makes the final determination as to the incorporation of amendments and robustness of process.

A future Council hearings panel should include a representative from Waikato-Tainui or other key hapu, to ensure that good partnership representation is undertaken.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Option 1: Do nothing (not recommended)

Decline to receive the draft Woodlands Reserve Management Plan.

Pros

Minor financial savings involved with the public notification of the plan.

Cons

Woodlands Reserve Management Plan and Woodlands Concept Plan unable to be released for public consultation. This would continue a lack of clarity around use and development of this reserve.

Option 2: Adopt the recommendations of this report (recommended)

This involves receiving the draft Woodlands Reserve Management Plan and Woodlands Concept Plan, including approval to release the plan for public consultation.

Pros

The draft Woodlands Reserve Management Plan and Woodlands Concept Plan would be able to be released for public consultation and should it be adopted as operative will assist in decision making and inform as to the use and development of Woodlands Reserve.

Cons

Minor costs associated with advertising of management plan.

5. CONSIDERATION

5.1 FINANCIAL

Minor costs will be incurred through the advertising and administration tasks associated with the management plan consultation process. These are budgeted for.

5.2 LEGAL

Joint Management Agreement

Waikato District Council has entered into a Joint Management Agreement (JMA) with Te Whakakitenga o Waikato (formerly Waikato-Tainui Te Kauhanganui Incorporated) (Waikato-Tainui) in its capacity as trustee of the Waikato River Trust. In Schedule D to the Joint Management Agreement, the parties agree that early engagement and enhanced discussion in matters relating to land management, acquisition and disposal of land would be of benefit to the parties and the community.

It is important to remember that certain parks will be derived from the Crown and subject to a right of first refusal (RFR) to Waikato-Tainui. The schedule of land which is Crown derived and in Council ownership or possession and to which a RFR would apply was provided to the Joint Management Committee in October 2014.

Where any parcel of land would be subject to a RFR, this will not interfere with the current identified use in the Reserve Management Plan. Where land is subject to the Reserves Act 1977 only upon the formal revocation of the reserve status would the land become Crown land, and for Waikato-Tainui any land that lies within the Claim area, the Right of First Refusal (RFR) would apply only in the event that the land is to be disposed of by the Crown.

Schedule E to the JMA (Authorised Customary Activities – Reserves, Lakes and Streams) sets out how Council will engage with Waikato-Tainui in respect of the management plan process.

Reserves Act 1977

The Reserves Act governs the management of reserves and the development of the Woodlands Reserve Management Plan will follow the clauses of Section 41 of the Act.

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The Significance and Engagement Policy provides at Schedule I a list of Waikato District Council's strategic assets, which identifies reserves listed and managed under the Reserves Act 1977 as strategic assets.

The Policy requires Council to take into account the degree of importance and determine the appropriate level of engagement, as assessed by the local authority, of the issue, proposal, decision or matter, in terms of the likely impact on and, consequence for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision or matter;
- (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.

The draft plan includes reserve land managed under the Reserves Act 1977. The Act outlines the special consultative procedure required to be undertaken in regard to public engagement for the plans.

Highest levels of engagement	Inform <input type="checkbox"/>	Consult <input checked="" type="checkbox"/>	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>Suggestions have been received from the public indicating what they would like to see included in a draft Woodlands Reserve Management Plan. These suggestions have been taken into account in the drafting of the plan and are appended as Attachment Two in this report.</p> <p>Should the recommendations of this report be adopted, the draft plan will be publicly notified for submissions on 9 October 2019. The submission period will run for 2 months and will close on 9 December 2019. Hearings will be scheduled to take place in early 2020.</p> <p>Notification will occur through direct letters to stakeholders, user groups and initial suggestion makers as well as via notices in all major local papers. The draft plan will be publically available on Council's website and in hardcopy at Council offices. The notification period will last for two months as per Section 41 of the Reserves Act 1977 and Section 82 of the Local Government Act 2002.</p>				

Planned	In Progress	Complete	
			Internal
	y		Community Boards/Community Committees
	y		Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
	y		Households
	y		Business
			Other Please Specify

6. CONCLUSION

Council has drafted a Woodlands Reserve Management Plan under the Reserves Act 1977. The plan will be released for a two month public submission period in October 2019.

7. ATTACHMENTS

- Attachment 1 – Draft Woodlands Reserve Management Plan
- Attachment 2 – Draft Woodlands Concept Plan
- Attachment 3 – Spreadsheet of Initial Public Suggestions
- Attachment 3A - HNZPT Submissions Woodlands RMP Early Engagement
- Attachment 4 – Submission Form

Draft Woodlands Estate

Reserve Management Plan



Reserve Management Plan Process

Plan Review Notified	November 2018	
Draft Prepared	June 2019	
Public Consultation		
Plan Adopted		

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1.0 Purpose of this plan

This reserve management plan outlines the Waikato District Council (Councils) and community vision for Woodlands Estate (Woodlands). This plan collates ideas and feedback from community consultation and professional landscape analysis to address issues and opportunities for the reserve. This historical reserve provides recreation and leisure opportunities for local residents and visitors, and is highly valued for its early European heritage and landscape features.

Woodlands, located at 42 Whitikahu Road, Gordonton, includes a historic homestead and gardens set back from the main road. This is the second reserve management plan prepared for Woodlands with the first plan being adopted in 1991.

The Reserves Act 1977 requires the preparation and review of management plans on a regular basis. Reserves Act management plans are an important park management tool. Management plans are developed in consultation with park users, community and key stakeholder groups, with consideration to current management of a reserve. A management plan will provide for continuity between legislative requirements, council plans and policies, and the day-to-day operation of a reserve.

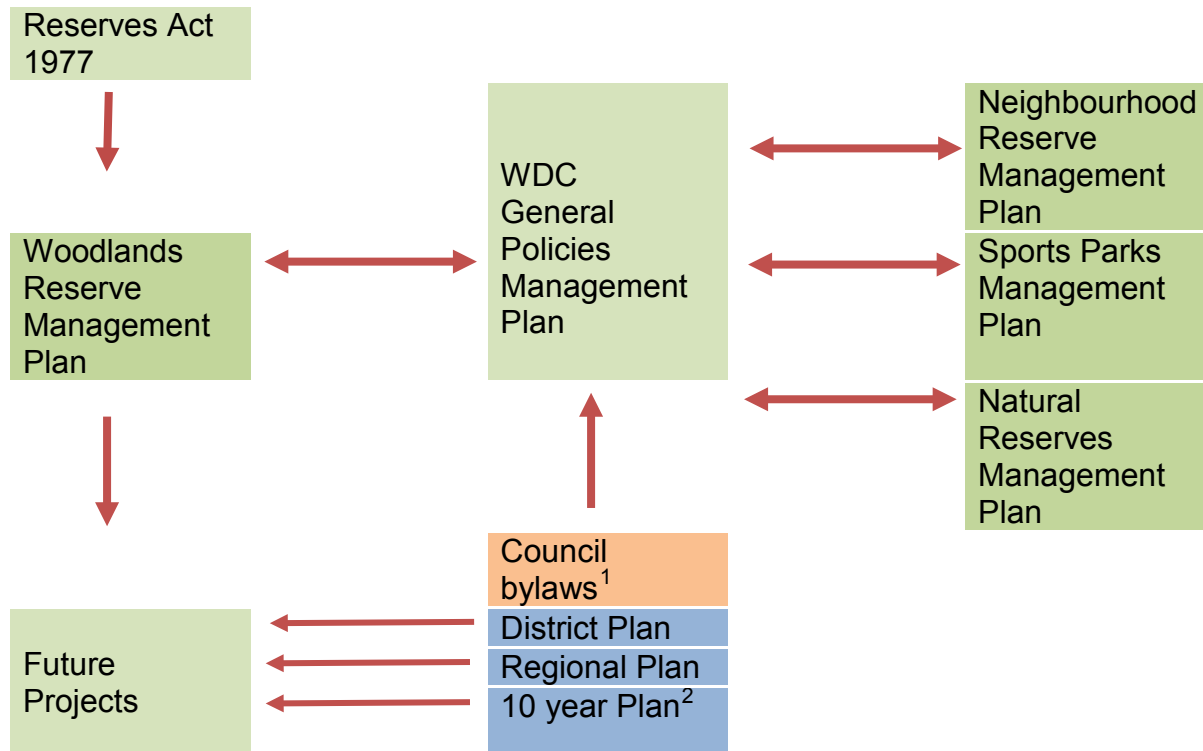
When adopted, this management plan and the Waikato District Council's General Policies Management Plan 2015 will be the guiding policy documents for this reserve.

This management plan will be kept under continuous review to ensure that the policies are appropriate and relevant for Woodland, with a comprehensive review should take place every five years.

1.1 Relationship With Other Council Documents

The plan has been aligned to, and is informed by Councils current plans and policies, including Long Term and District Plans, and Council bylaws.

The General Policies Reserve Management Plan 2015 applies to all reserves within the Waikato district. Where there is a conflict between the general policies contained within the General Policies and the specific policies contained within this plan, the specific policies will take precedence.



This management plan is to be read in conjunction with the Waikato District Council General Policies Reserve Management Plan.

1.2 Waikato-Tainui Joint Management Agreement

Council and Waikato-Tainui have entered into a Joint Management Agreement in accordance with the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010. The agreement acknowledges that Council has rights and responsibilities with regard to management of reserves under Reserves Act 1977.

The agreement also acknowledges that Council has a requirement to consult to determine appropriate management of Crown land under Council control and to consider how management decisions may impact on any future return of the land to Waikato-Tainui.

In accordance with the Waikato Raupatu Claims Settlement Act 1995, Council has informed the Waikato Raupatu River Trust of its intention to prepare a reserve management plan.

¹ Current (2019) Bylaws include: Dog Control Bylaw 2015, Freedom Camping Bylaw 2016, Public Places Bylaw 2016, Reserves and Beaches Bylaw 2016.

Current Council Policies include: Activity Management Policy, Bi Lingual Sign Policy, District Tree Policy, Heritage Policy, Plaques, Memorial and Monuments Policy

² Current Council plans/strategies include: Parks Strategy, Playground Strategy, Toilet Strategy

1.2.1 Waikato -Tainui Hapu Agreements

Through the process of consultation, Council acknowledges the relationship between various Waikato-Tainui hapu with Woodlands.

The following hapu and marae have identified their relationship to Woodlands, and may formalise this through a memorandum of understanding (MoU) with a primary goal of ensuring that they and Council will actively engage with each other in good faith on issues affecting this reserve and any outcomes identified through this plan.

- a. Hukanui Marae

1.3 Council and Delegations

The Minister of Conservation has delegated a number of procedural and decision-making responsibilities to Council under the Reserves Act 1977. These delegations are made to “Council as a whole” and cannot be delegated to committees of Council or staff. Such decisions that must be made by a meeting of the full Council (Council as a whole) include adoption of reserve management plans, classification of reserves and granting of leases.

Other decisions, such as approval for events, removal of trees, issuing of permits etc. can be delegated from the Council to the Chief Executive and to the Parks and Facilities staff. As delegations change from time to time, the term Council is used throughout the document. Staff should refer to the Delegations Manual to determine if they have the authority to make decisions in accordance with the policies in this management plan.

1.4 Implementation

This management plan provides objectives and policies that determine the appropriate use, protection and development of Woodlands by Council. Decisions relating to the funding and priority for works described in this plan will be undertaken within Council’s Long Term Plan and Annual Plan. Inclusion of any project within this management plan does not indicate Council funding will be available for such works as works may be funded and delivered by parties other than Council.

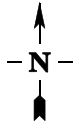
The requirements of the Heritage New Zealand Pouhere Taonga Act 2014, to obtain an archaeological authority to modify recorded and unrecorded archaeological sites may be applicable to works undertaken at Woodlands. The consideration of the potential for the presence of archaeological sites at an early stage enables avoiding modifying any sites through good project planning.

This plan describes how the area is to be managed and developed. The plan does not commit the Council or the Community Board to undertaking any particular works. Instead it will enable the Council and the Community Board to determine what works should be undertaken when funding becomes available.

1.5 Legal Status

Woodlands consists of three separate land titles, which have been vested in Council as historic and local purpose reserve.

Map 1: Woodlands with land legal status.



Map 1 Woodlands Estate



Cadastre sourced from
Land Information New
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District Council

Projection: New Zealand
Transverse Mercator
Datum: New Zealand
Geodetic Datum 2000

Print Date: 28/02/2019

2.0 Woodlands Estate

The history and background to Woodlands is of significance to European settlers of the Waikato in terms of heritage, natural, and recreation values. Situated near the settlement of Gordonton (Hukanui) Woodlands was a part of the early European settlement and farming of the Waikato district between the Waikato and Piako Rivers.

Heritage values include the historic Woodlands homestead which was originally built and in the 1870's with the surrounding gardens being developed over time.

Alongside the European heritage values are the historic values of how this land was confiscated by the Crown and then sold and developed into what is now productive farmland.

The natural values of this land include the woodland trees, planted displays, magnificent oak trees, and display gardens.

What is left of the former Woodlands estate now forms a public reserve and includes a range of existing and future recreation values for locals and visitors to the reserve. These recreation values include the provision of open space for informal recreation grassed oval area, and social activities / gatherings.

2.1 Historical Significance

Woodlands has a high level of European historical importance, particularly through the establishment of the surrounding peat and swamps into farmland.

Timeline

Approx **1300** AD – Tainui tribes arrived in area and occupied many sites around the Hukunui area and along the Waikato River.

1700's - the Piako Swamp referred to all the wet lands between the Waikato River and the Waihou River at the base of the foothills of the Kaimai Ranges, an enormous area of largely inaccessible swamp broken by small islands of elevated land and intruded upon from the north and south by low ranges of dense bush covered hills. It was a food basket for Māori, intersected by a web of tracks and waterways, full of tuna (eel, *Anguilla* sp.), birdlife, manuka, harakeke (flax, *Phorium* sp.) and other resources.

1840 – signing of Treaty of Waitangi

1858 - Pootatau Te Wherowhero was crowned the first Maori King

1863 – War declared on Waikato tribes for supporting Taranaki Maori War in 1860

1864 – Conclusion of Waikato Maori Land wars. Waikato lands confiscated by Crown

1865 – The Waikato confiscated lands were surveyed

1870 – Piako Swamp Syndicate formed to purchase and develop vast expanse of swampland in the middle of the Waikato valley.

1870 – Piako Swamp Company established homestead at Eureka, with Henry Reynolds as manager.

1872 – Woodlands Estate including 86,500 acres purchased from the Crown. The Estate extended from the Rototuna area, across to Eureka, just west of Morrinsville and south of Taupiri.



1875 – Woodlands homestead completed

1880– The NZ Land Association (formerly Piako Swamp Company) was shifted to the new Woodlands homestead. Farm buildings established and large paddocks of grass, maize and grain established

1883 – Waikato Times reported on many employees of the Waikato Land Association partaking in a sports day and social function evening.

1885 – John Gordon took over management of the Estate.

1892 – Auckland Star reports 30,000 sheep had been shorn at Woodlands.

1902 – NZ Land Association had 28,000 acres of productive land, with 40,000 sheep, 3,000 cattle and 160 horses. More than half of the estate remained in an untamed state.

The NZ Land Association property was subdivided and sold. The Woodlands homestead was offered for sale with 2,400 acres of land – initially failed to find a buyer.

1903 – John Gordon left Woodlands, relocating to part of the Eureka estate homestead and purchased 1,700 acres.

Thomas Stone, a farmer from Ashburton acquired Woodlands homestead block, which included approximately 600 acres of grass and the remainder in manuka covered peat.

1905 – Woodlands sold to Taranaki farmer James Riddell, who came with 10 children. The Riddell family lived and worked at Woodlands over the coming decades.

1912 – Two eldest Riddell daughters married at Woodlands.

1914-18 – Three Riddell sons fought in the First World War, John Riddell died of wounds on his way home. During the War, Thomas, the fourth son played a major role in running Woodlands estate.

1928 – Don Riddell, youngest son of James and Mary, acquired 300 acres of farm including Woodlands homestead.

1930's – During the Depression, unemployed families were accommodated in huts on Woodlands and then men helped to dig drains in the peatland.

1942 – Fire destroyed the shearing shed and one whole years clip of wool.

1946 – Don Riddell suffered serious ill health, leaving him in a wheelchair

1962 – Don Riddell died.

1976 – With no children of their own Irene Riddell made plans for the future of Woodlands. Property was to bequeathed to Presbyterian Support Services, upon her death.

1983 – Irene Riddell died. Presbyterian Support Services take over management of Woodlands and surrounding farmland.

1983 – NZ Historic Places Trust classified the homestead building as a category 1 historic place.

1988 – Woodlands homestead and surrounding 15 acres offered to Waikato County Council to preserve the historic character of the house, and provide for public access as much as possible and to make it self-sufficient. After public consultation Waikato

County take over control of Woodlands with day to day management administered by the Gordonton Woodlands Trust Board.

1989 – Woodlands homestead and gardens transferred to Waikato District Council

1990 –The Gordonton Woodlands Trust formed in April 1990.

1991 – Major restoration work on the Woodlands homestead began. The gardens were redesigned by Waikato landscape architect Peter Sergel.

April - Woodlands Trust took over day to day management of the property.

November – initial Reserve Management Plan completed for Woodlands Historic Reserve

1994 – Wedding marquee installed, kitchen and buffet room were built.

1996 - Old Te Rapa bowling club relocated to property, modified and restored for use as a cricket pavilion.

1999 – New function centre built to replace the wedding marquee.

2000 – Land realignment at entrance to park, including park caretaker house.

2000 – Remainder of Woodlands estate farmland sold by Presbyterian Support Services.

2004 – Drive way upgrade, public car park formation and landscaping undertaken.

2016 – Waikato District Council took over maintenance of grounds and gardens.

2.2 Woodlands Uses and Values

What makes Woodlands unique is the heritage values of the house and gardens, to which the public have daily access to. What is now Woodlands homestead and gardens is only a small part of what was originally the Woodlands estate. Visitors driving to this park setting may be able to visualise how the surrounding farmed country now broken up into small run holdings, use to be a part of this larger estate.

With the gifting of Woodlands estate to the Presbyterian Support Services (1976) and subsequent transfer of the homestead and an area encompassing the gardens to the Waikato District Council (1989), the land is now administered by Council as a historic reserve under Section 18 of the Reserves Act 1977.

Woodlands is identified and managed as a premier park by Council. There is a high level of maintenance and servicing of the grounds and gardens to ensure they reflect a heritage inspired design, horticultural expertise and formal and informal elements.

Any current and future development on Woodlands reserve needs to take into account the present use (recreation), and heritage values (cultural and historic) – these are identified in the following Goals and Objectives section.

3.0 Opportunities and Issues

There are a range of important heritage, natural setting and recreation values for Woodlands that creates opportunities in the development and management of the reserve for the future. Identified below are some of the main challenges and opportunities that need to be addressed to realise the long term vision of Woodlands.

3.1 Management of Woodlands

Woodlands is identified in the Councils Parks Strategy as a premier park within the District. The gardens and grounds are maintained to a high level of service, reflecting the importance of the properties heritage and recreation values.

The homestead, functions complex and café, are managed by the Woodlands Trust, with members being representatives from local community, business leaders and Waikato District Council staff on the Trust board. The Trust was initially set up to operate the homestead and gardens as self-funding, although Council does provide an operational grant to the Trust to ensure that the Homestead and Café buildings are maintained.

3.2 Protecting and showcasing heritage values

The significant historic and natural values of Woodlands are evident in the protections placed on the homestead and gardens, with the homestead identified as a Heritage New Zealand Category 1 listing, and the land vested in Council as a historic reserve.

A conservation plan was completed for the homestead in 2013 by Mathews and Mathews Architects, Auckland. This conservation plan focused primarily on the homestead, and included a garden and archaeological reports. Significance is based on the Woodlands homestead and the gardens, with guidelines for current and future uses. The conservation plan details recommendations for many heritage and recent elements of the reserve. Many of the landscape elements, in particular the establishment of some trees date back to the establishment of the homestead, and strengthen the heritage context of the site. Historical and cultural values of the site need to be clearly identified to protect these from inappropriate maintenance regimes and vandalism.

As only a small portion of the original estate now surrounds Woodlands, in its location set back amongst mature exotic trees, the homestead and setting is often overlooked as being open for the public use and enjoyment.

The Woodlands Estate Trust Board have created opportunities for revenue to be earned from the site, that has allowed for re-investment into maintenance and renewals of heritage assets. The development of a function events centre and a café for public use has encouraged visitors and the local community to enjoy and appreciate the heritage features of the site. There is a need to ensure that these

activities do not detract from or alienate community use or public access and enjoyment of the reserve.

3.3 Managing use of the site

Groups and individuals are drawn to Woodlands to enjoy the historic and beauty of the setting, with many people coming for a mix of relaxation, socialising, organised activities and events. Because of the small size of the site care needs to be undertaken to ensure that the heritage values are not compromised by type and scale of any activities that can occur. With this space restriction, there is limited ability to cater for large or multiple events needing separate spaces without compromising further heritage values of the reserve.

3.4 Location and access

Woodlands is located in a rural setting being approximately 19 km north east of Hamilton City central, and 12 km south east of Taupiri. The homestead located on Whitikahu Road just off Gordonton Road (State highway 1B) with Gordonton (3km) being the nearest settlement.

Access to Woodlands is predominantly via private vehicle, with no current public transport or footpath access provision to this reserve. The Waikato Regional Council does not currently have a bus route that runs from Hamilton to Gordonton to Taupiri.

4.0 Management Objectives and Policies

A vision for Woodlands is:

To maintain a garden of significance that brings meaning and beauty, invites community engagement and is accessible to all

The following objectives and policies will be used to guide management, development, protection and maintenance of Woodlands. This section should be read in conjunction and cross referenced with the General Policies Reserve Management Plan.

Objective 1 – Historical Significance

To preserve and maintain the historical significance of the park.

Policies

Heritage Features

1. Protect and enhance the heritage values of the site through:
 - 1.1. Ensuring all structures and buildings are in keeping with the heritage values of the park and are consistent with an updated conservation plan.
 - 1.2. Ensuring new structures are in keeping with the heritage values of the site.
2. Maintain the gardens to ensure their continued recognition as a “Garden of National Significance” through the New Zealand Gardens Trust.
3. Ensure renewal and/or maintenance works is consistent with the historic values of the reserve.

Conservation Plan

4. Update the conservation plan to address the whole of the reserve, recognising the heritage values of the location, including recommendations for;
 - 4.1. Maintaining viewshafts to and from the homestead
 - 4.2. Keeping development of any buildings along a similar style to the homestead.
 - 4.3. Maintaining garden as heritage attraction in line with the homestead

Historic Trees

5. All historic and notable trees shall be protected and the management of them recognise their role as historic and landscape features.
6. Historic trees will only be removed where they pose a danger to public safety, harbouring disease, or require removal due to damage or old age.

Water Features

7. Manage water quality through a range of strategies and measures including but not restricted to; minimising sediment deposition, silt traps, riparian lake edge planting, small scale artificial wetlands, or water stirring devices.

Explanation:

Features of the homestead and site need to be protected for an understanding of the past use of the homestead for visitors appreciation of the historic and cultural values associated with the site. The garden has continued to evolve over time and has changed from what was originally planted in the 1880's. The major trees and shrubs will be protected and incorporated into aspects of any interpretive (explanation) of past use of the site.

The homestead should not become a museum for historic artefacts due to difficulties with security and surveillance. Historic information relating to Woodlands and the wider Gordonton area will continue to be displayed within the house.

Management of the homestead and grounds also needs to take into account the wider impacts of the reserve, including water quality of the feature lakes of the gardens. The waterway that feeds these lakes comes from adjacent farmland, through the lakes and then onto Komakorau Stream. Council and the Woodlands Trust will continue to ensure that a high level of water quality is maintained through different measures and activities including water run-off control and other possible mechanical activities.

Objective 2 – Access and Activities.

To provide for events and activities that raise the profile of the reserve in a way that does not compromise its heritage values.

This section should be read in conjunction with the General Policies Reserve Management Plan.

Policies

Public Access and Use

8. Encourage public use of consistent with the objective of preserving the historic and scenic values of the reserve
9. Encourage public access to, and enjoyment of, the homestead and surrounding site;
 - 9.1. Allow and facilitate controlled public access and use within a level that does not detract from the historic character of the property
 - 9.2. Provide for recreation opportunities which do not conflict with the historic values or developed features and attractions of the reserve
10. Promote an awareness and appreciation of the cultural values and history of the reserve through interpretation and signage
11. Allow for pedestrian only access through the garden area of the reserve.
12. Control the access road so that public access and use is managed to best meet all objectives of the reserve.

Events and Temporary Activities

13. Promote events and activities especially with a heritage, botanical or community focus that;
 - 13.1. Focus on the heritage values of the homestead
 - 13.2. Are at a scale appropriate to the reserve and heritage setting
14. Provide for temporary structures associated with events and temporary activities including but not restricted to mobile food units, stages, marquees.
15. Allow for sections of the reserve to be closed off for private events and/or functions, or for the development and maintenance without impinging public use and enjoyment of other parts of the reserve.

16. All events larger than 500 people will require notification to Council as an event to ensure public notification and rules are applied (Refer “General Policies Reserve Management Plan” document section on Events).

Prohibited Activities

17. The following activities are not seen as consistent with Woodlands use and values and are therefore not allowed, unless part of a permitted event:

- 17.1. Overnight camping
- 17.2. Horse riding

18. The following activities are not seen as consistent with Woodlands use and values and are therefore not permitted:

- 18.1. Freedom camping
- 18.2. Scattering of ashes

Explanation:

Activities and events on the grounds of Woodlands need to be managed to ensure that users appreciate and protect the historic and cultural values of the homestead and gardens.

It is noted that all visitors come to Woodlands via private vehicle. There is currently no public transport available to, or footpaths giving access to Woodlands. These alternative access options are outside of the plan scope, whilst Council can review these in future planning with other activities, including roading upgrades and public transport reviews.

There is limited 24 hour surveillance of the reserve, therefore any activities that occur outside of normal open hours, required additional staffing to manage. Where temporary events are proposed, or the use of temporary structures is only permitted where prior permission from Council has been obtained with written permission. For example marquees bigger than 99m² require a temporary building consent from Council. Events with large numbers of people will also require additional toilet facilities.

Some activities are not seen as being consistent with the heritage values of the homestead and gardens, and these are identified. With reference to other activities, reference needs to be made to the General Policies Reserve Management Plan document.

Objective 3 – Community and Commercial Involvement

To provide opportunities for community involvement in the reserve and for social or commercial enterprise to return value to the reserve.

This section should be read in conjunction with the General Policies Reserve Management Plan.

Policies

Community Activities

19. Enable opportunities for the local community to become engaged in developing, conserving and maintaining the gardens and bush area of the park through volunteer programmes, a friend's group and/or other similar support networks.
20. Allow for the opportunity of sponsorship and donations to the reserve where these benefit the reserve.

Commercial Activities

21. Enable opportunities for social and commercial enterprise including a café where the enterprise:
 - 21.1. supports and respects the heritage, ecological and community values of the park;
 - 21.2. enables the enjoyment of the public of the reserve; and
 - 21.3. aligns with the vision for the park.
22. Individual commercial operations including leases and licenses must be approved by the Trust and be pursuant to Section 58A, with all leases and sub leases to have final written approval from Council.
(Refer to General Policies – Section 7 Occupation of Reserves)

Use of Cricket Oval

23. The cricket oval will be the only permitted sporting facility on the reserve, where;
 - 23.1. Cricket practice and games will be subject to a booking process through the Trust
 - 23.2. Any cricket games of a district wide level will require approval by the Trust Board
24. That, where possible any proposed uses of the cricket oval is organized so that the public may still gain access to the homestead and garden complex

25. That any proposed use of the oval will not detrimentally affect the long-term public use of the reserve or the physical resources of the reserve

Explanation

Woodlands was initially set up to be self supporting, with the Woodlands Trust seeking financial and practical assistance in order to maintain and develop the Reserve. The Trust continues to seek funding support to maintain the homestead and other heritage development, with the Council managing the gardens and grounds. Any support to the future development of Woodlands is most welcome by the Trust.

The acknowledgment of sponsorship and donations shall be discreet and in keeping with the historic and cultural setting of the reserve.

Objective 4 – Woodlands Trust

To ensure the Woodlands Trust develop maintain and manage Woodlands in such a manner that the historic and aesthetic values of the house and site be preserved, public access and enjoyment encouraged and that any development is financially self-supporting.

This section should be read in conjunction with the General Policies Reserve Management Plan.

Policies

Woodlands Trust Role

26. Ensure the maintenance and management of the buildings is in keeping with the Heritage New Zealand specifications
27. Raise money by any financial means, including the soliciting, receive and list financial or other aid from individuals and organisations to further Woodlands and the Trusts objectives and future development.
28. Manage any investments that provide for the future enhancement of Woodlands; including the investment of monies, purchase or improvement of land.
29. Ensure the ongoing improvement, repair, maintenance and insure any contents against loss or damage by fire or any other means.
30. Discharge out of income or capital all outgoings properly payable by the property in respect of buildings.
31. Report yearly as required to the Council as to the conduct, funds raised, funds spent and any other matters as required in the Trusts management of the property.

Explanation

The Woodlands Trust was set up after public consultation to support the maintenance and development of Woodlands. Their role has been to develop, maintain, promote and encourage interest in the ongoing future of Woodlands.

The Trust also has the objective to raise money to further develop the property in line with its heritage features and setting. Any funds raised by the Trust can be used in furthering and carrying out the objectives of the Trust, including investment of any money, or in the purchase or improvement of land or property to enhance the public use experience of the reserve.

The Woodlands Trust is made up of representatives of local community members. Refer to Appendix 3 for details of roles and responsibilities of Council and Trust.

Objective 5 – Partnership and Development:

To work in partnership in ensuring the ongoing development of Woodlands, whilst maintaining its heritage values and providing a safe and enjoyable recreation space for people of the Waikato.

This section should be read in conjunction with the General Policies Reserve Management Plan.

Concept Plan

32. Prepare a concept plan (refer Appendix 4) for the development of the site with input from mana whenua, trust board, communities of interest and heritage landscape professionals including consideration of:
 - 32.1. Improved public access, including layout of paths and tracks
 - 32.2. Review existing parking layout options
 - 32.3. Consideration of additional land purchase for parking and access
 - 32.4. Development of additional parking and open space
33. Develop improved access through the park from carparks to homestead
34. Develop provision of additional public toilets away from homestead and café precincts (ideally in NE area)
35. Development of a destination children's playground that enhances family use of Woodlands
36. Investigate relocation of the workshop and storage areas
37. Development of garden plant collections that provide public interest
38. Development of garden features that provide reflect heritage values and have public appeal
39. Enhancement of the surrounds of the Café area
40. Investigate the feasibility and development of a heritage archive centre to be developed alongside the homestead.

Partnerships

41. Council will work collaboratively with Waikato-Tainui, Woodlands Trust and the community to achieve the ambitions of this plan. This may include planning, funding and development of areas within Woodlands, including garden and building development, cultural locations, and/or park development.

42. Work alongside Tangata Whenua/Mana Whenua to understand their desires for Woodlands
43. Engage with stakeholders to ensure any proposed development will meet the needs of the community and visitors.
44. Work with stakeholders to ensure Woodlands is a user-friendly venue for events.

Explanation

Woodlands is a key historical site of European significance, particularly of the homestead. To continue to attract people to this location, the Woodlands Trust and Council need to be able to plan ahead to continue to develop the gardens as a key heritage site of interest and importance to the wider region. This may include development of features or displays that attract a wider range of people to visit.

In 1991, a concept plan outlined the future proposed development of the reserve, based on a ‘Turn of the Century’ theme. This was aimed at not to re-create a historical theme, but to reflect the ambiance of this particular age through the reconstruction of the homestead and interpretive garden themes. In reviewing the existing plan, it was identified that a new updated concept plan based on this theme was needed to identify proposed new developments to Woodlands that would attract a wider range of visitors to this heritage setting.

Many of the proposed developments enhance the existing features of Woodlands. It is noted that when events such as weddings or funerals are held at Woodlands, that there is often limited parking for both attendees and the general public. A review of the parking and layout of the carpark/s is required to better accommodate vehicles. This may include the purchase of additional adjacent land to allow for overflow parking and the future establishment of new features that are in keeping with the heritage values of Woodlands.

The existing workshop and storage area restricts public flow from the carpark and into the gardens, a relocation of this to an alternative location would encourage more people to explore more of the gardens from the café or homestead. The Café has become a major drawcard for many visitors, and to maintain this as a drawcard for Woodlands, further development / upgrades of the café facilities, surrounds, and underground services is required.

A proposed children’s playground with a nature / garden theme has been identified as an option to provide for additional enjoyment. This may be located in a central area of the gardens or along a linear path encouraging children and families to explore and discover each site.

For some visitors, the many different paths may cause some confusion as to what route to follow, whilst other paths restrict the passage of wheelchairs and push chairs. The development of an all-weather circuit path would encourage wider use and enjoyment of the gardens.

Discussion has been undertaken around the development of a heritage archive centre to hold and maintain early records of the development of Woodlands and the wider district.

A copy of a proposed development plan is included with this draft Reserve Management Plan for public comment and review. Refer to Appendix 4

Partnerships with hapu, iwi, park users, and the wider community is essential to ensure that the needs of these groups of people are represented and understood in any future development and use of Woodlands.

5.0 Implementation

Council will seek to implement this management plan through working with local community groups to develop and maintain the area. Funding from external sources will be sought for capital development works.

The policies list developments that may occur but they do not commit Council to undertake any specific works.

Council will allocate funds as it considers appropriate through the Annual Plan process, which involves public submissions, and in consultation with the Gordonton Community Board.

Funding from external sources for specific projects may influence the order in which works are undertaken.

The following development options summarise actions that will require capital expenditure, prioritised over the short, medium and long terms.

The following caveats apply:

- A. The costings provided are indicative as of 2019
- B. Over the life of this plan new priorities for capital developments may emerge. Where these have not been identified, the General Reserve Management Policies will be used to assess any new developments.

Table 1 Indicative costs for various capital development options proposed for the next 10 years

Development Option	Indicative Cost
Car park re-alignment	\$400,000
Playground development	\$200,000
Additional public toilets in Oak area	\$250,000
Purchase of additional land for garden extension, access and parking	
Footpath upgrades	\$185,000
Archive building extension development	\$650,000

Appendix 1 – Legal Descriptions

Woodlands

LOT 1 DPS 62416

LOT 1 DPS 48035

Vested as HISTORICAL RES

LOT 1 DPS 85485

Vested as Local Purpose Reserve - Historical

Appendix 2 - Heritage New Zealand Historic Place Listings

Woodlands Homestead - HNZPT Listing 155, Category 1

Appendix 3 – Roles and Responsibilities of Council and Woodlands Trust

Waikato District Council

Owner of historic property known as Woodlands homestead and gardens

Work in partnership with Woodlands Trust to develop objectives and future development options

Responsible for major capex items to homestead e.g. painting, roof repairs

Maintenance of Woodlands grounds: including gardens staff and gardens maintenance and development

Maintain landscaped areas, carparks, paths, service areas, gates and fences.

Preparation of reserve management plan to provide current and future direction and development of Woodlands

Note: The Council provides annual funding to the Woodlands Trust to support the public use and enjoyment of Woodlands.

Woodlands Trust

Lessee of historic property known as Woodlands homestead and gardens

Maintain a Trust board to develop, maintain and manage Woodlands

Where possible to undertake activities to ensure Woodlands is self supporting

Raise funds to further Woodlands objectives and development

Manage any investments that provide for future developments

Maintain homestead building with a minimum of \$2m insurance public risk policy.

Insure all fixtures, fittings, plant, equipment and chattels in the building against loss, damage or destruction.

Day to day maintenance of homestead and subsidiary buildings, including minor repairs, glass replacement, plumbing and electrical in good condition, maintain storm and wastewater systems (including downpipes and gutters).

Removal of all rubbish generated through activities in the buildings

Replacement of carpets / floor coverings

Pay all outgoings for telephone, gas, power charges, water sanitation including sewerage, rates in respect of building premises

Report yearly to Council on the activities, conduct and any other matters as required in the Trusts management of the property

Appendix 4 - Concept plan for future development of Woodlands

Council and the Woodlands Trust are seeking public feedback and input into the draft concept plan that has been developed for Woodlands.

The following features have identified to provide for better access and public utilisation of Woodlands.

Please refer to the concept plan for full details.

Homestead and function centre.

Additional development to provide an information, archival storage and office / reception areas.

Car park redesign

Accommodate more vehicle parking, including better access for buses, and better path access into the Homestead and function centre.

Prof Café area

Removal of pavilion and new covered outdoor dining on northern side of café. Develop junior playground adjacent to café.

Children's playground

Relocate depot and buildings, develop new children's playground on site, including summer ice cream kiosk.

Gardeners Depot

Relocate gardeners depot and buildings and storage areas to north-eastern part of site, with new access road.

Village green area

Develop band rotunda for performances and ceremonies

The Oaks

Thin and crown lift trees to allow more light, level ground and re-sow with shade tolerant grass, develop all weather walking path and build new public toilet facility.

Lake and ponds

Replant lake and pond margins, build new jetty on lake edge.

Carriage House

Develop new function facility for events, provide accommodation for guests, develop parking for 20 guest vehicles.

Signage

Implement wayfinding and information signage around the reserve to assist and inform visitors.



Potential Land Acquisition

- Recognise that the current extent of Woodlands is restrictive to further development as an event location/centre
- Discuss with adjoining owners willingness or otherwise to negotiate extending Woodlands boundaries
- Discuss with Waikato District Council willingness or otherwise to negotiate extending Woodlands boundaries
- If land acquisition is possible this Concept Plan becomes possible to achieve

1.Homestead

- New extension with information / education centre, archival storage, office / reception and shop
- Additional storage area for Homestead and Function Centre
- New paved pedestrian access from car park
- Realigned vehicle access from car park and main drive

2.Music Lawn

- Replace timber fence surrounding the courtyard with brick wall and pillars to match existing pillars
- Path to Wild Garden realigned with main entrance doors
- Access for food cart/truck
- Restyling of roofline to Summer House to match Homestead detailing
- Incorporation of removable poles into new fence to facilitate fairy lights to be strung across courtyard
- Provision of permanent outdoor lighting

3.Homestead and Function Centre Service Area

- Screened service area to rear of facility
- Vehicle access via grass cell pavers from access drive
- Food and provisions delivery
- Screened bin storage and rubbish skip area

4.Car Park

- New car parking area to maximise parking opportunities and provide logical layout
- 143 car parks and 9 campervan parks (current provision 159 using grass areas)
- Main access to Homestead and Function Centre
- New portico entrance feature as main entry to Homestead and Function Centre
- Bus drop-off and collection area

5.Profs at Woodlands

- Removal of pavilion structure and new covered outdoor dining and event area to northwest of facility
- Cricket oval viewing area on grassed bank
- Pedestrian access path to Homestead and Function Centre
- Raised kitchen garden in lawn
- Informal seating on lawn – bean bags, deck chairs, picnic rugs
- Remove existing play structures and construct new junior playground (2-7 years age) below trees
- Dedicated screened bin storage area
- New car parking area with disabled spaces

6.Cricket Oval

- Increased in size from approximately 100m diameter to 120m diameter
- Retention of cricket nets

7.Children's Playground

- Old depot and buildings relocated to north-eastern part of site
- Car park removed
- New children's playground (7 years age and up)
- Tractor shed utilised for old farm machinery display
- Ice cream kiosk in summer
- Victorian glasshouse

8.Village Green

- Extended and enlarged oval lawn area with peripheral path
- Removal of hedge
- Band Rotunda for performances and ceremonies
- Picnic lawn and ceremony space
- Future development of village shops

9.Water Well and Pump

- Water well and pump retained

10.Jetty

- New jetty on lake edge
- Wedding photo shoots
- Connection to water

11.McGregor's Garden and Beatrix Potter Lawn

- New themed garden area and lawn to area previously utilised for composting, storage and rubbish
- Specimen tree planting, lawns and new garden bed

12.Carriage House

- Carriage House Functions Facility (150 person capacity)
- Accommodation for guests
- Service vehicle access
- Building location to be determined by Heritage Architect
- Specimen tree planting, lawns and new garden beds
- Car parking area – 20 car parks

13.Gardeners Depot

- Relocated to eastern end of Oaks area
- Reinstated as part of Estate
- Vehicular access from main car park and access road

14.The Oaks

- Level and resow with shade tolerant grass
- Thinning and crown lifting to allow additional light
- New Exceloo toilet with green wall and roof
- Overflow parking in adjoining paddock with access off main access drive
- Future permanent car parking area in paddock when demand arises
- Pedestrian access path beneath trees
- Wedding swing retained for photo shoots

15.Overflow Car Park

- Overflow parking for 85 cars on grass in adjoining paddock with access off main access drive
- Timing of formed car park dependant on future development of Woodlands Estate

16.Munro Lookout

- Munro Lookout retained

17.Lake and Pond Margins

- Refurbishment of lake and pond margins with trees, ferns shrubs, perennials, bulbs and groundcovers for seasonal interest (*refer to Heritage Gardener's report*)
- New jetty extends into water
- Fountain in lake as focal point and to assist in water movement
- Mass plant beside western Monet Bridge to fill open gaps for safety
- Water quality improvements and considerations in the longer term

18.The Woodland Garden

- Refurbishment of garden area with shrubs, perennials, bulbs and groundcovers for seasonal interest (refer to Heritage Gardener's report)
- Formative pruning of trees and shrubs
- Pruning, dead wooding, mulching and spraying to garden areas
- Pyramidal ornamental frames for woodland type climbing plants
- Paths realignment / improvement / accessibility for prams and less abled

19.Theatre Lawn

- Continuation of establishment of English Beech hedge (*Fagus sylvatica*)
- Lawn relevelled and regrassed with mixed fescue/ryegrass lawn grass

20.Secret Garden

- Retain Totara hedge
- Remove diseased Buxus hedge and replace with suitable low hedge species (*Camellia 'Night Rider'*)

21.The Wild Garden

- Refurbishment of garden area with shrubs, perennials, bulbs and groundcovers for seasonal interest (refer to Heritage Gardener's report)
- Formative pruning of trees and shrubs
- Pruning, dead wooding, mulching and spraying to garden areas

22.Access Road

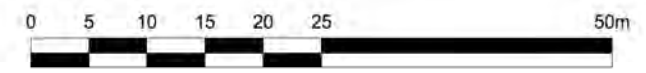
- Indicative vehicular access road to Carriage House and Gardeners Depot

23.Race

- Reconfigured race around overflow car park

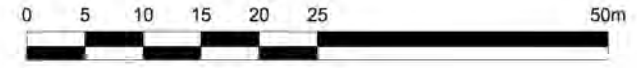
Signage

- Implementation of integrated wayfinding and information signage and plant species labelling









Woodlands Reserve Management Plan – Early Engagement Responses – February 2019

Submission #	Whats your name/organisation?	What type or level of development would you like to see at Woodlands?	What type of children's playground would you like to see developed in Woodlands:	Can you tell us why you would like this type of children's playground?	What would encourage you to explore Woodlands Gardens?	What are the current barriers to visit Woodlands?	If you have any documents you would like to upload, you can do this here.
Submission 1	Carolyn McAlley on behalf of Heritage New Zealand Pouhere Taonga						See attachment 1
Submission 2	Kate Wilson - owner of Prof's@Woodlands	Extensive enough to be appealing to a wide range of people and good enough to make Woodlands a true icon and a drawcard to the Waikato.	Modular Play	Actually, I do not have a preference as long as it is engaging, safe and a drawcard. It does need to be by the cafe so parents can watch their children while drinking, eating and socialising with friends and family.	Greater interactivity and information about the gardens	Knowing how great it is. Perception that is a distance to come.	
Submission 3	David Whyte	A strong focus on trees. It has the biggest holm oak that I have seen in the Waikato. Gardens are already wonderful, so any enhancements or recognition of the trees and their roles / impacts etc. would be wonderful. Maybe also planting in what was already their / traditional colonial plantings. We have a lot of wonderful native plantings (and may they increase) but not many (do we have any?) mature exotics in colonial / English setting. The only other example I can think of is the plantings at Te Aroha domain but has been decades since I have visited there.		I no longer have younger kids, so don't feel I can answer that question	Having it free. Current perception is that you need to pay. Which might make sense for building entry, but paying for walk in the park isn't a kiwi thing. This might not be correct, ie it might be free, but this is not what I perceive at the moment	See point above - price, perceived or real	
Submission 4	Niall	Cycling Infrastructure		I have no opinion	Cycling Infrastructure	Having to cycle along a busy road to visit it. There is no separated cycle path there.	
Submission 5	Harry series	Cycle paths and mtb tracks	Natural Play	Encouraging children off the ground in the outdoors is great stimulation and a good challenge	Mtb trails, walking trails, activities		



24 January 2019

File ref: LAO61

Waikato District Council
Private Bag 544
Ngaruawahia 3742
Attn: Eric Hamilton

Dear Eric

HERITAGE NEW ZEALAND POUHERE TAONGA RESPONSE TO THE WAIKATO DISTRICT COUNCIL PROPOSAL TO REVISE THE WOODLANDS HISTORIC RESERVE MANAGEMENT PLAN.

Thank you for the opportunity to attend the Open Day on the 17 January 2019, and provide feedback regarding issues that is of interest in relation to the proposed review of the reserve management plan (the Plan) for the Woodlands Estate.

Heritage New Zealand Pouhere Taonga (Heritage New Zealand) is an autonomous Crown Entity with statutory responsibility under the Heritage New Zealand Pouhere Taonga Act 2014 for the identification, protection, preservation and conservation of New Zealand's historical and cultural heritage. Heritage New Zealand is New Zealand's lead historic heritage agency.

1. Background

Heritage New Zealand has had involvement with reserves in the Waikato District, including but not limited to:

- **A Statutory role**, administering the provisions of the Heritage New Zealand Pouhere Taonga Act 2014, through processing archaeological authorities, and
- **Providing advice and training** on the best practice management of the archaeological sites on reserves in the Waikato District, and
- **Identifying significant archaeology** for inclusion and protection in the District Plan.

Heritage New Zealand notes that Waikato District Council has developed the "Waikato District Council General Policies Reserve Management Plan". These general policies are applicable to all categories of park and therefore will be applicable to reserves covered by the Plan. Heritage New Zealand notes that the Waikato District Council General Policies Reserve Management Plan" includes:

- 1.3 Relationship with Other Council Documents (pg 2), advice that there are also provisions from other documents that is applicable to the management of parks such as the District Plan.
- 9.2 Heritage Conservation (pg. 39), advice with regard archaeology and the protection afforded under legislation for both recorded and unrecorded sites. A reference is made to the Council's heritage strategy and objectives and policies are also included regarding the preservation of sites of heritage significance.

Background

Woodlands is a large colonial dwelling, surrounded by extensive grounds and reclaimed agricultural land. Constructed before 1881, it is associated with the radical transformation of the low-lying Waikato landscape after the third New Zealand - or Waikato - War (1863-1864). The timber house was apparently built for Henry Reynolds (1849-1925), manager and part-owner of the 35,000 hectare Woodlands Estate.

The house remained in use after the estate was dismantled in 1902-1905, although the ground floor servants' quarters and original farm buildings, including a barn and woolshed, were subsequently removed. The house and its garden have since been converted into a reserve, with the former retaining some preserved original interiors. Several trees planted in the nineteenth century grow in its grounds, including reputedly the largest camellia, tulip and gum trees in New Zealand.

Woodlands is nationally significant as the centrepiece of one of the largest private reclamation projects of its time. The building is significant for its connections with Henry Reynolds, who went on to become a pioneer in factory-made butter and creator of the renowned 'Anchor' brand. It is also of value for its links with John Gordon, in whose honour the surrounding district of Gordonton was named. The dwelling is of considerable value to the local community for having been the focus of pioneer settlement and social life in the area. It is highly significant for its setting, which includes exotic trees of national importance, drainage systems in the broader landscape and buried archaeological deposits linked to nineteenth-century outbuildings and other remains.

The Woodland Estate, the building and gardens, in recognition of its national significance - are a Category 1 listed property (#155) with Heritage New Zealand Pouhere Taonga. The house and surrounds is also a recorded archaeological site, record number s14/283 and therefore subject to the provisions of the Heritage New Zealand Pouhere Taonga Act 2014.

The building and surrounds are also scheduled heritage items in the Waikato District Council Operative and Proposed District Plans and therefore subject to the heritage based provisions of the Plans, in addition to the Reserve zone planning controls.

In addition to the reserve management plan and the abovementioned regulations, the buildings and grounds are the subject of a number of plans and reports that need to be consulted in the event of any development, as follows:

- Conservation Plan by Matthews & Matthews (Final dated July 2013), and
- Archaeological assessment has been undertaken for the site by Clough and Associates (dated 2013), and
- A Garden Conservation report and Survey by John Adams.

The Proposal

The proposal is to review the current Woodlands Historic Reserve Management Plan. The consultation material provided by Waikato District Council has included a number of prompting questions related to; parking, provision of a playground, level of development, what encouragement would you need to explore the gardens/visit woodlands and what other facilities that you would be interested to see at Woodlands. In the context of the regulatory background, the supporting reports and plans and the possible intentions outlined by staff, HNZPT provide the following comments on the current Plan that they consider require amendment if they are to be included in the upcoming draft reserve management plan.

HNZPT Response

HNZPT has an interest in the Woodlands reserve area for both its intrinsic heritage values and as the surrounding/setting to the listed heritage building. HNZPT is interested that the heritage values of the reserve are retained and preserved and that any development or proposed activity on the reserve does not detract from the heritage values of the reserve and the heritage building. As the site is also a recorded archaeological site, there is a need for these values to be acknowledged. These considerations inform the following comments.

HNZPT acknowledge that this site specific reserve management plan is also subject to the provisions contained within the overview General Reserve Policies Management Plan, in which there are a set of provisions related to Historic Reserves.

In the following discussion section of this feedback letter words in underline are to be regarded as an addition sought by HNZPT and words in ~~striketrough~~ as a deletion sought by HNZPT.

- Section One, Introduction,
This section requires amendment;
 - At 1.1 Background to reflect the Category 1 status of Woodlands-the building and the gardens under the New Zealand Heritage List/Rārangī Kōrero (formerly the Register), and its status as a recorded archaeological site, and
 - relating to the makeup of the Gordonton Woodlands Trust Board. While HNZPT offers assistance with advice and information related to the heritage values of the building and gardens and contributes from time to time with additional tasks (such as selection of the new Trust Board), it is no longer a member of the Trust. HNZPT would support the inclusion of an additional sentence in this section reflecting their advice and information roles.

- Section Two, Reserve Description,
This section requires amendment;
 - at 2.4 Historic Places Act 1980 Classification, with an additional sentence to clarify that the listing of Woodlands is for the buildings and the grounds, and,
 - at 2.12 Existing Facilities to reflect the wording of the Conservation Plan with regard the description of the buildings.

- Section Three, Woodlands as an Historic Place,
 - This section requires amendment at 3.3 Historical Significance to reflect the Category 1 status of Woodlands-the building and the grounds under the New Zealand Heritage List/Rārangī Kōrero (formerly the Register), and its status as a recorded archaeological site.

- Section Four, Management and Administration
 - This section requires amendment at 4.1 Background to better reflect the current Category 1 status of Woodlands-the building and the grounds under the New Zealand Heritage List/Rārangī Kōrero (formerly the Register), and its status as a recorded archaeological site.

- Section Five, Management Objectives

This section requires amendment;

- At 5.3 Objectives (pg. 24) where HNZPT considers that the objectives require amendment to better recognise the need for the conservation of heritage values, as part of the management approach. The term “conservation” is used as per the ICOMOS Charter (see Appendix 1). It would be appropriate that the Plan included reference to the ICOMOS Charter. The inclusion of a new objective related to conservation also ensures a better cascade between the objectives and the sub objectives of the Plan.

HNZPT seeks the inclusion of a new objective at pg. 24 as follows:

“To ensure that the heritage values of the homestead and surround site are conserved”

- At 5.3 Sub- Objectives (pg. 24) where HNZPT considers that the sub objectives require alignment to the new Objective and this can be achieved by the use of similar language to ensure consistency.

HNZPT seeks the following amendment with regard the sub-objectives, to align with the proposed new objective:

- 1) *To ensure that the historic and aesthetic values of the homestead are ~~preserved~~
conserved*

- At Sub-Objective 1a (Pg. 24) where HNZPT considers that the actual meaning of the sub objective as the wording is not clear as perhaps a word is missing. In addition the use of the term “enhancement” is unclear in the context of heritage values and the term heritage character should be changed to heritage values as these have been well documented within the Conservation Plan. HNZPT seeks the following amendments to sub-Objective 1a:

“ To direct the management of the reserve towards the interpretative approach and ~~enhancement~~ conservation of the historic ~~character~~ values of the reserve”

- The sub-objective 1b related to “reconstruction” and later references to reconstruction for example at pg.27 in relation to the Concept Plan should be reviewed and amended accordingly in light of the new Conservation Plan.

At sub-Objectives 2 (pg.25) where HNZPT understands that there is interest to look at and possibly revise access in and around the house and garden to encourage more people to utilise the house and gardens. HNZPT is supportive that the current policies give regard to the retention of historic values and would seek that the intention of these policies are retained in the new draft Plan. HNZPT would seek that the term “heritage values” is used rather than “Historic character, or historic values” in these policies as this would create a better link with documents such as the Conservation Plan.

- At 5.5 Concept Plan (pg.26) where HNZPT understands that a new concept plan is being developed and will be part of the proposed draft Plan. HNZPT expects that the concept plan will maintain the heritage values of this important building and site with any new development regardless of scale, integrating itself into the site rather than being in contrast to the existing buildings and site. The concept plan should give regard to and implement any relevant considerations contained within the Conservation Plan and the Archaeological Assessment. If future physical development is proposed this should be included as part of the concept plan for submitter consideration at this early stage.

Section Six-Management Policies

This section requires amendment at;

- Policies 2 (pg.32)– to recognise the new name for the New Zealand Historic Places Trust to Heritage New Zealand Pouhere Taonga.
- Explanation (pg.32)-to recognise the Category 1 status of Woodlands-the building and the gardens under the New Zealand Heritage List/Rārangi Kōrero (formerly the Register), and its status as a recorded archaeological site, and that the provisions of the Heritage New Zealand Pouhere Taonga Act 2014 now apply.
- At 6.2 Access and Public Use (pg.33). HNZPT supports Policies-2 related to the recreational role of the reserve being kept on a low key approach oriented towards the historic values. HNZPT seeks that this policy is retained.
- At 6.2 Access and Public Use (pg.33). HNZPT supports Policies-5 related to encouraging public access in the consistent with the objective of preserving the historic values of the reserve. HNZPT seeks that this policy is retained.
- At 6.4 Restoration and Garden Development (pg.35) HNZPT supports Policies-1 to “Manage and protect the historical features of the homestead and site” and seeks that it is retained.
- At 6.4 Restoration and Garden Development (pg.35). HNZPT supports Policies-2, however seeks that it is amended to reflect the new Heritage New Zealand Pouhere Taonga Act 2014.
- At 6.8 Roothing and Parking (pg. 41), Policies-2 HNZPT considers that the amendments are required to clarify the policy as words seem to be missing. Further amendment should also include a reference to heritage values in addition to the visual and botanical values of the reserve. This would create a link between the Policies and the text of the Explanation.
- At 6.10 Walkaways (pg.41). HNZPT supports Policies-2 related to the design of walkways and seeks that this policy is retained and the references to historic character also include references to historic values.
- At 6.12 Domestic Animals-HNZPT notes that the current plan prohibits dogs, although the writer can’t recall seeing any signage to that effect. It may be at the current time and with current visitor numbers this has not been a matter of concern and there has been no need for the enforcement of the policy within the reserve. However given that there is an intention to increase visitor numbers consideration should be given to the best way to manage the situation should there be an increase in people bringing dogs to the site. Certainly given the sensitive nature of the building and garden environment it would be appropriate that signage encouraged all dogs to be on leads and for owners to pick up after their dogs as required. It may be that aside from guide dogs, dogs were not able to enter the homestead building.
- At 6.13 Facilities, Buildings and Utilities, Policies and Explanation and Criteria for the Assessment of Facilities and Buildings (pgs. 44 & 45), while HNZPT supports that the explanation recognises the potential conflict between the two major objectives of preserving historic values and making the property self-supporting, HNZPT is concerned that the advice contained at pg.24 relating to the overarching objectives, that;

“It is recognised that these objectives are not fully compatible. In the event of any conflict arising the historic and aesthetic values will take priority”

is not clearly reflected within the assessment criteria. HNZPT therefore seeks that Criteria 1, seen as the over-arching criteria for the Facilities, Buildings and Utilities section is amended in the following manner:

1. That the significance of any proposed facility ~~or~~ building, or use be demonstrated in terms of the following:
 - a) it will add to, or not detract from, public enjoyment and use of the reserve.
 - b) it will be significant in contributing to the ongoing financial viability of the Trust Board and its operations.
 - c) it will assist with the development or maintenance of the gardens.
 - d) it will not detract from the historic and aesthetic values of the homestead and reserve
- HNZPT supports that at 6.15-Interpretation, Signs and Information (pg.47), as the Policies and Explanation identify the importance of the signage containing heritage information, yet at the same time not detracting from the heritage environment. HNZPT seeks that the Policies and Explanation are retained.
 - HNZPT supports 6.16-Sporting Facilities, (pg.48), and the Criteria for the Assessment of requests for further sporting or other uses of the cricket Oval as these identify the importance of the consideration of heritage values when considering uses of the cricket oval. HNZPT seeks that policies, explanation and criteria are retained.
 - HNZPT supports that at 6.18 Publicity and Educational use, that the Policies encourage interest and understanding of the historical significance of the reserve. HNZPT seeks that policies, explanation and criteria are retained.
 - HNZPT supports that at 6.19 Fire Protection and Insurance, Policies and Explanation the importance of a comprehensive fire protection system is supported. HNZPT seeks that, subject to being updated regarding the current status of the fire protection system, that the intent of the Policies and explanation are retained.
 - **The role of Heritage New Zealand**

While Heritage New Zealand appreciates that the Waikato District Council General Policies Reserve Management Plan includes a reference to Heritage New Zealand that is applicable to all reserves within this Plan, it is considered that there would be merit in repeating the information relating to the role that HNZPT has in regard to archaeology and the protection afforded under legislation for both recorded and unrecorded archaeological sites. This would assist users of the document to fulfil their legal obligations under the Heritage New Zealand Pouhere Taonga Act 2014 and consider any related requirements as part of their project planning. Therefore HNZPT seeks the following advice notes:

The requirements of the Heritage New Zealand Pouhere Taonga Act 2014, to obtain an archaeological authority to modify recorded and unrecorded archaeological sites may be applicable to works undertaken in reserves. The consideration of the potential for the presence of

archaeological sites at an early stage enables avoiding modifying any sites through good project planning.

Heritage New Zealand seeks that the matters raised in this feedback letter are considered and actioned as part of the development of the Woodlands Historic Reserve Management Plan.

Heritage New Zealand looks forward to ongoing involvement in the development of the Woodlands Reserve Management Plan.

If you have any queries regarding this submission from Heritage New Zealand please contact Carolyn McAlley, on ph. 07 577 4535 In the first instance.

Yours sincerely



Ben Pick
Area Manager

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CC Josh Crawshaw, Waikato District Council

Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	27 September 2019
Prepared by	James Hanright Leasing Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	New Community Lease - Huntly Mining and Cultural Museum Society Incorporated, 148 Main Street, Huntly,

1. EXECUTIVE SUMMARY

Council has received a request to grant a new lease to the Huntly Mining & Cultural Museum Society Incorporated (HMCM) for part use of the building at 148 Main Street, Huntly (the Civic Centre).

2. RECOMMENDATION

THAT the report from the Acting General Manager Service Delivery be received;

AND THAT a community lease be granted to the Huntly Mining and Cultural Museum Society Incorporated for three years with two rights of renewal for three years each. The lease is to be for part of the Civic Centre as delineated in red on the building plan attached to the staff report;

AND FURTHER THAT the Chief Operating Officer be delegated authority to execute all documents required to give effect to this resolution.

3. BACKGROUND

HMCM are an incorporated society dedicated to preserving the history of Huntly. They have a large collection of significant historical artefacts and records.

Previously HMCM operated in Harlock Place in Huntly. The building was sold to fund the "Te Waro" museum project at Lake Puketerini. The vision for Te Waro was never achieved and HMCM relocated from Lake Puketerini to the Civic Centre at 148 Main Street. Tagged funds of \$415,000 remain in trust with WDC.

Currently HMCM are occupying part of the Civic Centre and wish to formalise their occupation. Once occupation has been formalised, HMCM wish to use the tagged funds to redevelop the Civic Centre and the frontage onto the main street of Huntly.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 FINANCIAL

As HMCM are an incorporated society, they are eligible for a concessional rent of \$150 per annum as per WDC's community leasing policy. HMCM will be responsible for all outgoings related to their use of the leased area, this is likely to include (but not limited to) water use, part insurance, power and gas.

HMCM will be responsible for all internal maintenance and improvements related to the leased area of the building. Upon termination of the lease, all improvements will revert back to WDC ownership.

There are tagged council funds of \$415,000 that HMCM can use to redevelop the site but this is a separate matter to the lease itself and will require a business plan supported by Council.

HMCM also receives an annual LTP grant of \$50,000.

No costs, other than staff time, are associated with creating this lease. As the lease will be a community lease, there are no valuation costs.

Staff are comfortable that there is no financial risk in entering into a lease. Formalising the current occupation will provide clear responsibility for payment of building-related costs.

4.2 LEGAL

The proposed lease structure is three years initially with two rights of renewal for three years each, a total length of nine years from commencement (including renewals).

The lease will be prepared by Council's solicitors in accordance with the Property Law Act 2007. The lease will provide all necessary protection for WDC, and the ability to terminate should the conditions of lease not be met by the lessee.

The lessee will have to comply with all covenants of the lease.

4.3 OPTIONS

There are three options for Council to consider, as follows:

Option 1: Grant the lease to HMCM and an initial three years with two rights of renewal or nine years from commencement. This option will formalise the current occupation of the Civic Centre by HMCM and provide ample time to develop the site. There is no other use for the building at this time and the building would benefit from further development. Staff and HMCM support this option.

Option 2: Grant a short term lease until the next LTP is confirmed 1 July 2021. The new LTP could include an overarching museum strategy that provides a consistent approach to managing museums throughout the district. This option would require further exploration once the lease is granted but would provide a better operational strategy for WDC. This option is not seen as favourable by HMCM.

Option 3: Decline granting either lease. There is no demand for use of the Civic Centre by any other party. WDC would be responsible for all building maintenance for the unleased area. Due to the complicated history between WDC and HMCM this option carries considerable reputational risk. This option is not recommended.

Granting the lease requires a Council resolution because the term exceeds the staff delegation of five years.

5. CONCLUSION

It is staff opinion that proceeding with Option 1 and granting a lease for the duration of nine years is preferable for the considerations explained above.

The Civic Centre has significant potential and would be beneficial to the Huntly community if successfully developed into a tourist attraction. The Civic Centre opens onto the Main Street and is in need of updating.

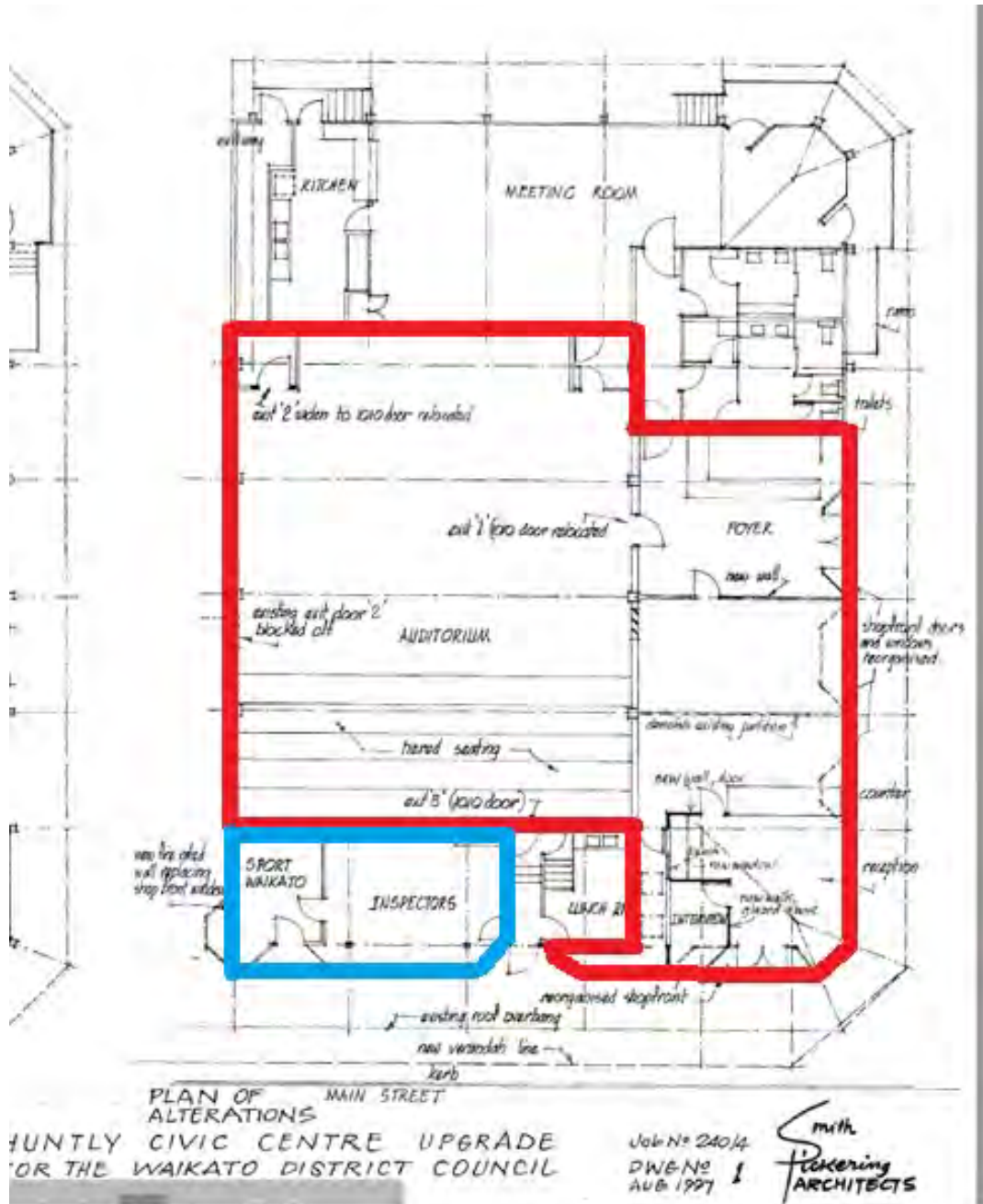
This lease proposal presents an opportunity to add significant value while being low cost and low risk, formalising an already existing occupation in the process.

6. ATTACHMENTS

- An Aerial Overview of 148 Main Street (Civic Centre)

AN AERIAL OVERVIEW OF 148 MAIN STREET (CIVIC CENTRE)

The intended leased area is as delineated in Red.
 A community lease to EMBER RED is delineated in Blue
 All other areas of the building remain as nonexclusive use



Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	James Hanright Leasing Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	New Ground Lease - Tuakau Combined Sports Society Incorporated, Dr Lightbody Reserve

I. EXECUTIVE SUMMARY

Council has received a request to formalise the existing occupation for parties using the facilities at Dr Lightbody Reserve, Tuakau. The current Reserve Management Plan (RMP) specifies that the lack of formalised occupation on this reserve has been a long standing issue.

2. RECOMMENDATION

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

AND THAT a lease for the land described below in the second and third Schedule and indicated in red on the aerial photograph located in Attachment I to the staff report, is granted to **Tuakau Combined Sports Society Incorporated** for an initial term of three years with two further rights of renewal of three years each;

AND FURTHER THAT the **Chief Operating Officer** be delegated authority to execute all documents required to give effect to this resolution.

SCHEDULE

First all the land legally described as Lot 1 DP 164972 and Pt allot 14 Tuakau Parish (“the Reserve”).

Second the footprint under the building “Clubrooms” as indicated in red on the aerial overview attached to this report.

Third the footprint under the building “Storage Sheds” as indicated in red on the aerial overview attached to this report.

3. BACKGROUND

Dr Lightbody Reserve (“the Reserve”) was vested as reserve by Gazette notice 1985 p3261 and is comprised of four separate parcels separated by Escotts Road.

The Reserve is well utilised and has many local recreational clubs operating on it. It contains the Council swimming pool, a playground, disused netball courts, a basic skate plaza, public toilets, clubrooms and youth centre. Several sports fields support rugby, football, cricket and athletics.

Tuakau Combined Sports Society (TCSS) is an incorporated society consisting of Tuakau Football, Tuakau Rugby League, Tuakau Cricket, Tuakau Athletics and other sporting bodies. TCSS maintain and occupy the clubrooms facilities and the storage sheds on the southern part of the reserve. TCSS has historically leased the clubrooms on Escotts Road under a different name which was Tuakau Sports Complex Trust.

TCSS are seeking a ground lease for the footprint of the clubrooms and storage sheds. They wish to invest in upgrading the facilities but need a lease as security.

There are no current ground lease agreements for the facilities on the reserve.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 FINANCIAL

Waikato District Council (WDC) is not responsible for maintaining the facilities while there are groups in occupation. It is unclear what the maintenance cost would be if the facilities became vacant. WDC is responsible for the cost to maintain the reserve green space.

The lease will be structured as an initial three years with two rights of renewal for three years each, or nine years from commencement. The applicants meet the community leasing criteria and qualify for a concessional rent of \$10.00 per annum.

The lease holder will be responsible for any outgoings related to the facilities including insurance, power, gas and water rates.

No costs, other than staff time, are associated with creating this lease. As the lease will be a community lease, there are no valuation costs.

4.2 LEGAL

A ground lease for the land under the clubrooms was held by Tuakau Sports Complex Trust. It is understood by staff that TCSS are the successors to the original trust.

Staff have not received any complaints from public using the facilities, or objections to TCSS acting as steward of both the clubrooms and the storage sheds.

The ground lease will be drafted by Councils' Legal team in accordance with the Reserves Act 1977 and the Property Law Act 2007 to provide protection to WDC. Public notification of the proposed lease is not required as granting the lease is contemplated within the RMP.

The lessee will have to comply with all covenants of the lease.

4.3 OPTIONS

There are two options for Council to consider, as follows:

Option 1: Grant the lease to TCSS as proposed. This is supported by the current RMP and bears no foreseeable risk to WDC. Staff support this option.

Option 2: Decline the leasing request by TCSS. This is contrary to the current RMP and carries a reputational risk to WDC. Staff do not support this option.

Granting the lease requires a Council resolution because the term exceeds the staff delegation of five years.

5. CONCLUSION

The end goal for all recreation reserves is to encourage positive engagement with the public and have the reserve utilised to its full potential. It is an added advantage to have popular and well maintained facilities. Dr Lightbody Reserve is well organised by the current occupier and it is highly utilised. It makes sense to work with the occupants to ensure that the reserve continues to function successfully.

The lease proposal is supported by the current RMP and listed as one of the key issues facing the reserve. Staff recommend that a ground lease is granted to TCSS for these reasons.

6. ATTACHMENTS

- Attachment 1 - An aerial overview of Dr Lightbody Reserve

Aerial Overview of Dr Lightbody Reserve

(The two ground lease areas are indicated in Red)



Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	James Hanright Leasing Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	New Ground Lease - Raglan Rugby Sports Club, 33 Cross Street, Raglan

I. EXECUTIVE SUMMARY

Council has received an enquiry from the Raglan Rugby Sports Club (RRSC) for a new ground lease at 33 Cross Street, Raglan. The RRSC require a lease in order to secure funding for the club.

2. RECOMMENDATION

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

AND THAT a lease for part of the land described in the Schedule and indicated in red on the aerial photograph attached to the staff report, is granted to Raglan Rugby Sports Club for an initial term of three years with two rights of renewal for three years each;

AND FURTHER THAT the Chief Operating Officer be delegated authority to execute all documents required to give effect to this resolution.

SCHEDULE

Allotment 272 Whaingaroa Parish SO Plan 50346 comprising 0.933 hectares and physically located at 33 Cross Street, Raglan.

3. BACKGROUND

The RRSC have a current lease which commenced on 1 January 1991 and expires on 31 December 2021. A longer lease is required to secure future funding for the club. RRSC will surrender the current lease if a new lease is granted.

RRSC has confirmed that funding is not required to continue operating on the Reserve but additional funding will allow them to provide better facilities to the public.

Council staff met with RRSC representatives on 10 June 2019 and discussed the process for achieving this.

There are also changing rooms on the Reserve operated by RRSC. The changing rooms are a Waikato District Council (WDC) asset and not part of the RRSC lease. Creating a new lease agreement will clearly set out each party's responsibilities.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 FINANCIAL

WDC is not responsible for maintaining the facilities while there are groups in occupation. It is unclear what the maintenance cost would be if the facilities became vacant. WDC will still be responsible for the cost to maintain the reserve green space.

The lease will be structured as three years initially with two rights of renewal for three years each, or nine years from commencement. RRSC meet the WDC community leasing criteria and qualify for a concessional rent of \$10.00 per annum.

The lease holder will be responsible for any outgoings related to the facilities, including insurance, power, gas and water usage.

No costs, other than staff time, are associated with creating this lease. This lease will be a community lease, there are no valuation costs.

4.2 LEGAL

If a ground lease is approved, it will be drafted by our legal team in accordance with the Reserves Act 1977 and the Property Law Act 2007 to provide protection to WDC.

The granting of a lease to RRSC is contemplated in the current reserve management plan (RMP) and public notification is not required to grant this lease.

Council resolution is required as the proposed lease is greater than the staff delegation of five years.

The lease holder will have to abide by all covenants of the lease and maintain current insurance and compliance.

4.3 OPTIONS

Option 1: Option one is for WDC to grant the lease as proposed. Staff support this option as there is no foreseeable risk to WDC and the lease is supported in the current RMP.

As the current lease is expiring at the end of 2021, we would have to enter into a new lease regardless if WDC wanted to keep RRSC as a lessee. To date

they have paid all rent owing and are seen to provide a popular service to the community.

Option 2: Option two is to decline the leasing proposal and maintain the original lease term. This option has no financial impact on WDC but it does carry a reputational risk and will not be viewed favourably by the lessee.

5. CONCLUSION

Granting a new lease is consistent with the current RMP. RRSC are an existing lease holder and in occupation of the facilities on the Reserve. Staff support granting RRSC a new ground lease on this basis.

6. ATTACHMENTS

An areial overview of 33 Cross street. The intended lease area is highlighted in red.



Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	Elijah Tamati Property Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Historic Road Legalisations – Klondyke Road Tuakau, and Plateau Road, Te Mata

I. EXECUTIVE SUMMARY

Waikato District Council (“Council”) has become aware of a number of instances where part of a Council-maintained road has been formed over private land.

This report makes recommendations which, if approved, allow staff to work through a process to acquire the necessary portions of land to legalise the formed road boundary and duly compensate the private land owners.

2. RECOMMENDATION

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

AND THAT the **Infrastructure Committee** recommends that **Council** approves:

- (a) acquiring the lands described in the **FIRST** and **SECOND SCHEDULES** subject to:
 - i. an agreement being reached with the registered owners of the lands as to the areas of the lands being acquired (supported by registered survey); and
 - ii. an agreement being reached with the registered owners of the lands as to the value of the compensation for the lands being acquired (supported by registered valuation); and
- (b) if acquired, that the lands described in the **FIRST** and **SECOND SCHEDULES** are declared to be road pursuant to the **Public Works Act 1981**; and

- (c) that the costs incurred to give effect to this resolution are paid from the existing 'Historic Road Legalisation' Strategic Property budget.

AND FURTHER THAT the Chief Operating Officer be delegated authority to execute all relevant documentation necessary to give effect to the resolution.

FIRST SCHEDULE (“the Plateau Road Acquisition”)

All the land shown in green on the ‘Plateau Land Requirement Plan’ (refer appendix 1), being a portion of the land legally described as being Part Section 4 Block X Karioi Survey District held in Record of Title 579396 (comprised as part of the total landholdings for 652 Kawhia Road, Te Mata).

SECOND SCHEDULE (“the Klondyke Road Acquisition”)

All the land shown in green on the ‘Klondyke Land Requirement Plan’ (refer appendix 2), being a portion of the land legally described as being Section 3 Block X Onewhero Survey District held in Record of Title SA272/273 (comprised as part of the total landholdings for 654 Klondyke Road, Tuakau).

3. BACKGROUND

(a) The Plateau Road Acquisition

On Thursday 30 May 2019, Council received a resource consent application (“the Consent”) from the registered owners (“the Kawhia Owners”) of 652 Kawhia Road, Te Mata (“the Kawhia Property”), to undertake a boundary relocation.

During the processing of the Consent, Council staff noted an irregularity where formed Plateau Road interfaces with the Kawhia Property (refer appendix 1: Plateau Road Aerial).

The Strategic Property Unit was asked by Council staff to consider realigning and legalising the portions of Plateau Road which have been constructed over the Kawhia Property.

(b) The Klondyke Road Acquisition

On 15 March 2018, Council received a resource consent application to undertake a boundary relocation subdivision of 654 Klondyke Road, Tuakau (“the Klondyke Property”). The registered owner (“the Klondyke Owner”) of the Klondyke Property noted plans which indicated that the formed portion of Klondyke Road was constructed within the Klondyke Property.

The Strategic Property Unit was approached by the Klondyke Owner to consider realigning and legalising the portions of Klondyke Road which have been constructed over the Klondyke Property.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Council staff have confirmed that both Plateau Road and Klondyke Road form part of Council's maintained roading network. Until legalised, the roads, as a significant Council asset, remain constructed over private owned land without formal legal protection.

Currently Council's road has been constructed through private road without compensation to the private owner.

It is usual that Council roads, when being planned for construction, would be constructed within the legal road boundary. However, it is not uncommon that, where the legal road boundary does not provide for a practical alignment due to topography, the road may follow a more practical alignment which requires the use of privately owned land.

In ordinary circumstances, the land required for road would be identified and acquired from private land owners prior to construction. However, where the construction of the road occurs over private land prior to acquiring the land, prompt action should be undertaken to survey the as built road and acquire the private land required to provide a legal road boundary and protect the formed road.

In the case of both Plateau Road and Klondyke Road, the legal road boundary did not provide a practical alignment and the roads were constructed over private property as a result. The actions required to legalise the as built roads remain outstanding.

4.2 OPTIONS

Option 1: Council can approve the recommendations of this report.

Staff will be able to negotiate an agreement with the Kawhia Owners and the Klondyke Owner whereby Council would acquire the lands described in the FIRST and SECOND SCHEDULES to rationalise the existing use and legalise the formed road.

This option is recommended.

Option 2: Council can decline the recommendations of this report.

Staff will not be able to negotiate an agreement to acquire the lands described in the FIRST and SECOND SCHEDULES. The existing use would not be rationalised and the public roads would continue to sit over private land.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

Council will pay all costs required to give effect to the resolution including surveying, valuation and gazettal costs, and compensation to the owner.

All costs in relation to this work will be paid from the existing 'Legacy Outstanding Road Legalisation' Strategic Property Budget.

5.2 LEGAL

(a) Local Government Act 2002 ("the LGA")

Acquiring the lands described in the FIRST and SECOND SCHEDULES provides security for Council's formed and maintained roading assets. This is consistent with Council's commitment to meet the current and future needs of its communities with good-quality local infrastructure.

(b) Public Works Act 1981 ("the PWA")

The land described in the FIRST and SECOND SCHEDULES will be acquired in a manner consistent with the appropriate provisions of the PWA.

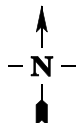
The land described in the FIRST and SECOND SCHEDULES will be declared to be road pursuant to the appropriate provisions of the PWA.

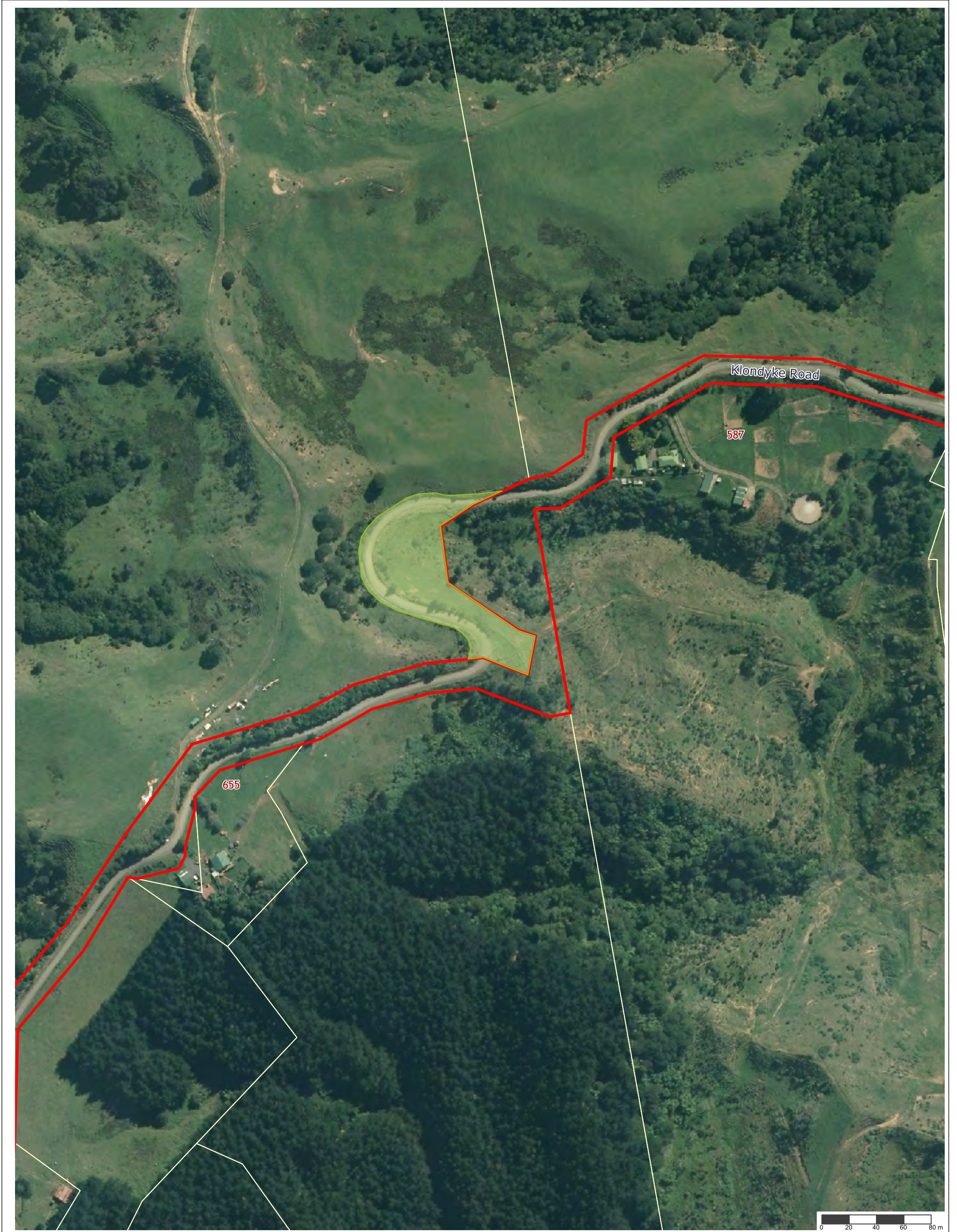
6. CONCLUSION

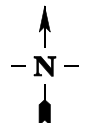
Acquiring the lands which are subject to this report will allow Council Staff to work through a process whereby the existing formation of Council maintained roads which sit over private land will be legalised.

7. ATTACHMENTS

- Appendix 1: Plateau Land Requirement Plan
- Appendix 2: Klondyke Land Requirement Plan
- Appendix 3: Plateau Road Aerial
- Appendix 4: Klondyke Road Aerial









Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	Elijah Tamati Property Officer
Chief Executive Approved	Y
Reference #	INF2019
Report Title	Partial Acquisition for Road – Puriri Street, Raglan

I. EXECUTIVE SUMMARY

Waikato District Council (“Council”) Staff have identified an opportunity to make road-safety improvements near the intersection of Cliff Street and Puriri Street in Raglan which will require Council to acquire a portion of privately owned land.

2. RECOMMENDATION

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

AND THAT the **Infrastructure Committee** recommends that **Council** approves:

- (a) acquiring the land described in the **SCHEDULE** subject to:
 - i. an agreement being reached with the registered owners of the land as to the area of land being acquired (supported by registered survey); and
 - ii. an agreement being reached with the registered owners of the land as to the value of the compensation for the land being acquired (supported by registered valuation); and
- (b) if acquired, that the land described in the **SCHEDULE** is declared to be road pursuant to the **Public Works Act 1981**; and,
- (c) that the costs incurred to give effect to this resolution are paid from existing roading budgets.

AND FURTHER THAT the **Chief Operating Officer** be delegated authority to execute all relevant documentation necessary to give effect to the resolution.

SCHEDULE

All the land shown on the ‘Land Requirement Plan’ (refer appendix I to the staff report), being a portion of the land legally described as being Lot I DP 17542 held in Record of Title SA484/167 (“9 Puriri Street”).

3. BACKGROUND

On 13 December 2013, 9 Puriri Street (“the Property”) was purchased by the current registered owners (“the Owners”). Upon taking possession of the Property, the (then) existing fenceline (which was established in 1924) created a skewed impression as to the legal boundary of the Property (the (then) fenceline is shown by a dashed yellow line on attachment 2).

On 13 January 2015, the Owners applied for a building consent to remove an existing dwelling and construct a new dwelling. As part of the consent application, the Owners noted plans which indicated that their true legal boundary extended within the formed road. This was later confirmed by a re-survey of the Property.

On 15 May 2018, Council received a letter from the Owners outlining that, following the completion of the build applied for on 13 January 2015, the Owners intended to re-fence the Property. The Owners requested a meeting with Council Staff to address boundary and road safety issues.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Council’s aerial maps confirm that the north eastern boundary the Property rests immediately within the formed portion of Puriri Street (the property boundary is shown by a solid red line on attachment 2).

Since at least September 2018, discussions have been had with the Owners to acquire a portion of the Property. This allows Council to pursue a future road widening, safety upgrades and the construction of a footpath (“Future Roding Opportunities”). The legal road width of Puriri Street does not allow, or provide for, Future Roding Opportunities.

Acquiring the land described in the SCHEDULE provides a widened portion of unformed road berm which would enable Future Roding Opportunities.

4.2 OPTIONS

Option 1: Council can approve the recommendations of this report.

Staff will be able to negotiate an agreement with the Owners whereby Council would acquire a portion of the land at 9 Puriri Street to provide for Future Roding Opportunities.

This option is recommended.

Option 2: Council can decline the recommendations of this report.

Staff will not be able to undertake negotiations to acquire a portion of 9 Puriri Street. Future Roding Opportunities will be compromised due to the lack of existing unformed legal road available to undertake any works.

This option is not recommended.

5. CONSIDERATION

5.1 FINANCIAL

If approved, Council will pay all costs required to give effect to the resolution including surveying, valuation and gazettal costs, and the compensation payable to the Owners.

All costs in relation to this work will be paid from existing roading budgets.

5.2 LEGAL

(a) Local Government Act 2002

Acquiring the land described in the SCHEDULE will enable Council to provide for Future Roding Opportunities. This is consistent with Council's commitment to meet the current and future needs of its communities with good-quality local infrastructure.

(b) Public Works Act 1981 ("the PWA")

The land described in the SCHEDULE will be acquired in a manner consistent with the appropriate provisions of the PWA.

The land described in the SCHEDULE will be declared to be road pursuant to the appropriate provisions of the PWA.

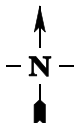
6. CONCLUSION

Acquiring a portion of the land at 9 Puriri Street enables Council to provide for Future Roding Opportunities. It rationalises a historic encroachment of Council's formed road formed within private property and compensates the Owners for use of their land.

7. ATTACHMENTS

Appendix 1 – Aerial map of 9 Puriri Street

Appendix 2 – Land requirement plan



Open Meeting

To	Infrastructure Committee
From	Roger MacCulloch Acting General Manager Service Delivery
Date	24 September 2019
Prepared by	Paul Harrison Roading Corridor Engineer
Chief Executive Approved	Y
DWS Document Set #	INF2019
Report Title	Amendments to Road Naming Resolutions – 27 August 2019 and 26 September 2017

I. EXECUTIVE SUMMARY

The purpose of this report is to amend the resolutions of the Infrastructure Committee at its meetings on 27 August 2019 and 26 September 2017, in relation to the following Road Naming reports.

27 August 2019 Meeting

- Item 6.10 Onewhero-Tuakau Community Board Proposed Road Name List
- Item 6.11 Pokeno Community Committee Proposed Road Name List
- Item 6.12 Tamahere Community Committee Proposed Road Name List
- Item 6.14 Proposed Road Name for Mark Young Subdivision at 987 and 989 Horotiu Road

The developer's consultant for the Mark Young Subdivision has also submitted two additional names for the Committee's consideration.

26 September 2017 Meeting

- Item 5.9 Approval of Proposed Te Kowhai Community Committee Road Name List

The Agenda and Unconfirmed Minutes from the 27 August 2019 and the Agenda and Confirmed Minutes from the 26 September 2017 Committee meeting can be [accessed here](#).

As advised by the Infrastructure Committee in the 27 August meeting, all names were checked against neighbouring Councils and WDC RAMM Road Name database. Based on these findings the duplicated and similar sounding names are requested to be removed as noted in the attached table, including the Road Name for the Te Kowhai area approved in the 26 September 2017 meeting. The attached table sets out the full set of road names previously approved by the Committee and the proposed changes to be made.

This report recommends that the Infrastructure Committee:

- alter its August 2019 and September 2017 resolutions to remove some of the road names from the previously submitted road names list; and
- approve one additional road name for the Mark Young Subdivision.

2. RECOMMENDATION

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

Onewhero-Tuakau Community Board Proposed Road Name List

AND THAT the Committee's resolution (INF1908/12) at its 27 August 2019 meeting be altered by removing the following names as approved road names for the Onewhero-Tuakau area in accordance with the Road Naming Policy:

- **Fulton**
- **Burns**
- **Daya**
- **Grant**
- **Hoete**
- **List**

Pokeno Community Committee Proposed Road Name List

AND FURTHER THAT the Committee's resolution (INF1908/13) at its 27 August 2019 meeting be altered by removing the following name as an approved road name for the Pokeno area in accordance with the Road Naming Policy:

- **Keen**

Tamahere Community Committee Proposed Road Name List

AND FURTHER THAT the Committee's resolution (INF1908/14) at its 27 August 2019 meeting be altered by removing the following names as approved road names for the Tamahere area in accordance with the Road Naming Policy:

- **Fisher,**
- **Comins,**
- **Edge**

Proposed Road Name for Mark Young Subdivision at 987 and 989 Horotiu Road

AND FURTHER THAT the Committee's resolution (INF1908/16) at its 27 August 2019 meeting be altered by removing the following name as an approved road name for the Te Kowhai area in accordance with the Road Naming Policy:

- **Thetford Lane (ROW PVT)**

AND FURTHER THAT the Committee approve one of the following additional road names for Mark Young Subdivision at 987 and 989 Horotiu Road in accordance with the Road Naming Policy:

- **Thet Young Way (ROW PVT); OR**
- **Thetford Young Lane (ROW PVT)**

Te Kowhai Community Committee Road Name List

AND FURTHER THAT the Committee resolution (INF1709/08) at its 26 September 2017 meeting be altered by removing the following name as an approved road name for the Te Kowhai area in accordance with the Road Naming Policy:

- **Rochford Way**

3. ATTACHMENTS

Summary of Road Naming exclusions - 27 August 2019 and 26 September 2017

Attachment - Summary of Road Naming exclusions - 27 August 2019 and 26 September 2017**Onewhero-Tuakau Road Name List (Resolution INF1908/12):**

Approved names	Names to be removed	
Aarts	Fulton	Duplication in Huntly
Abraham	Burns	Similar sounding
Begrie	Daya	Similar sounding
Bhana	Grant	Duplication in HCC
Booker	Hoete	Similar sounding
Cooper	List	Similar sounding
Dorricott		
Feather		
Inanga		
Kanga		
Komata		
Kukutai		
Lindner		
McGahan		
Ngaio		
Paua		
Pipi		
Prescott		
Raupo		
Vicars		
Weke		

Pokeno Road Name List (Resolution INF1908/13):

Approved names	Name to be removed	
Clendon	Keen	Similar sounding
Otto		
De Velega		
Titchmarsh		

Tamahere Road Name List (Resolution 1908/14):

Approved names	Names to be removed	
Mahinarangi	Fisher	Duplication in Huntly
Turongo	Comins	Duplication in Huntly
Jim Thompson	Edge	Similar sounding
Pekapeka		
Van der Hum		

Mark Young Subdivision at 987 and 989 Horotiu Road Name List (Resolution INF1908/16):

One name to be approved	Declined name	
Thet Young Way (ROW PVT)	Thetford Lane (ROW PVT)	Similar sounding to Bedford Road and Rochford Way in Te Kowhai
Thetford Young Lane (ROW PVT)		

Te Kowhai Road Name List (Resolution INF1709/08):

Existing name	Names to be removed	
Bedford Road	Rochford Way	Similar sounding to Bedford and Thetford

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	13 September 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

To exclude the public from the whole or part of the proceedings of the meeting to enable to the Infrastructure Committee to deliberate and made decisions in private on public excluded items.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the public be excluded from the meeting to enable the Infrastructure Committee to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated 27 August 2019

REPORTS

- a. Te Awa Cycleway (Ngaruawahia to Horotiu Section) 42 Thomas Street Ngaruawahia - Land Acquisition**

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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**Section 7(2)(a)
Section 7(2)(i)**

Section 48(1)(a)

b. Koppens Road, Tamahere – Land Acquisition for Road

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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**Section 7(2)(a)
Section 7(2)(i)**

Section 48(1)(a)