

Agenda for a meeting of the Raglan Community Board to be held in the Town Hall, Supper Room, Bow Street, Raglan on **TUESDAY 23 JUNE 2020** commencing at **1.30pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on 19 February 2020.

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5. PUBLIC FORUM

Xtreme Waste - speaker

6. REPORTS

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Gj Ion
CHIEF EXECUTIVE

Open Meeting

To	Raglan Community Board
From	GJ Ion Chief Executive
Date	2019
Prepared by	Grace Brady Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Raglan Community Board held on Wednesday 19 February 2020 are submitted for confirmation.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 19 February 2020 be confirmed.

3. ATTACHMENTS

RCB Minutes – 19 February 2020

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **WEDNESDAY 19 FEBRUARY 2020** commencing at **1.31pm**.

Present:

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

Attending:

Ms Tracie Dean-Spiers (Waikato Regional Council)
Mr Grant Blackie (Waikato Regional Council)
Members of the public

Ms Alison Diaz (Chief Financial Officer)
Mr N Johnston (Funding and Partnership Manager)
Mr J Ebenhoh (Planning and Policy Manager)
Mr G Bellamy (Senior Transportation Engineer)
Mr M Bennyworth (Parking Officer)
Mr B Stringer (Democracy Manager)
Ms G Brady (Democracy Support Contractor)

Ms E O'Dwyer (Waikato Times)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Cr Thomson)

THAT the agenda for a meeting of the Raglan Community Board held on Wednesday 19 February 2020 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the attachment to item 7.4 (*Community Board Charter – Discussion*) be replaced with an updated version tabled at the meeting.

CARRIED

RCB2002/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Thomson/Mr Oosten)

THAT the minutes of a meeting of the Raglan Community Board held on **Wednesday 13 November 2019** be confirmed as a true and correct record of that meeting.

CARRIED

RCB2002/02

PUBLIC FORUM

The following matters were discussed during the Public Forum:

- Harbour Board leases - The Chief Financial Officer confirmed that rentals were ring-fenced for care/maintenance of the harbour area.

ACTION: Staff to provide the Board with further information on how Harbour Board funds were allocated.

- Freedom campers - Problem with freedom campers in James St and negative effect on Bowling Club and residents in area. The Board received a letter from the Bowling Club President in relation to their concerns on freedom campers.

Other members of the public expressed similar concerns regarding the effects of freedom campers in Raglan.

ACTION: Board to review freedom camping and consider issue at its next meeting.

- Aro Aro Park - Concern expressed about planned shingle at Aro Aro park for boat trailers, impact on residents and the park. The Senior Transportation Engineer explained the purpose was to raise the level of grass at the park; the work was at an early stage.
- Rally and Roads - Residents concerned about condition of Whaanga Road (and nearby roads), and damage that would be caused by the proposed rally. Suggested rally promoters be required to complete an environmental impact report in advance.

ACTION: Cr Thomson to update the Board at the April 2020 meeting on the process for approving rally events and whether the Council had received an application for the proposed rally.

- Horse riding on beach - Concern about lack of consultation with community in relation to horse riding on beach; questioned how signage could be affixed under a bylaw without consultation. Cr Thomson advised that the bylaw had been in place since 2016, which limited access of horses.

Other members of the public present supported restricting horse access to the beach on cultural and environmental grounds.

ACTION: Cr Thomson to report back to the Board on how this issue would be considered in the Coastal Reserve Management Plan Review.

- Climate Response Planning report (Item 7.5) - challenged around agriculture and land transportation data and analysis.
- Concern expressed in relation to walkway around wharf; queried whether a resource consent was required from Waikato Regional Council.
- Council's Stormwater Management Plan needed to be updated; tangata whenua would need to be consulted.

GUEST PRESENTER

Mr Blakie and Ms Dean-Spiers, Waikato Regional Council, spoke in relation to the Harbour Catchment Management Plans. The following issues were discussed:

- West Coast Zone plan (approved 2016) had gone through a public process and was due for partial review in 2020/2021 and full review in 2026.
- Overview of Harbour and Catchment plans provided; Whaingaroa was a new priority.
- Currently in a consultation phase; WRC wanted to hear from communities and what they value. WRC would then collate information to assist in forming a better picture of the current state.
- Regional Coastal Plan Review in progress. WRC sought initial input on coastal marine area rules and regulations.
- Rural Pest Management Strategy also under review.
- Operational budget-West Coast Zone 2018-2019- \$1.8million. Various revenue sources for the 2019-20 financial year, including central government. There were opportunities to apply for additional funding.
- WRC was keen to connect with all local organisations and get public feedback.

REPORTS

Provincial Growth Fund Application – Raglan Wharf Agenda Item 7.1

The report was received [*RCB2002/02 refers*] and the Funding and Partnership Manager summarised his report. The following items were discussed:

- There was ongoing dialogue with the Ministry for Business Innovation and Employment on the application; staff expected an indication of whether the application would be successful in the next month or two.
- Design elements for work contemplated in the application had yet to be defined; Council would work with the Board to assess an appropriate engagement plan. The Council was committed to working in partnership throughout process.
- Should the application be successful, there was an opportunity to leverage additional funds from alternative sources...
- The \$630,000 brought forward by Council was a contribution for the works contemplated in the application. Should the application not be successful, such works would still proceed at the appropriate time.
- An explanation was provided of the internal interest charge, which arose from the advance of the \$630,000.

The Funding and Partnership Manager welcomed any feedback or comments on the application.

Soundsplash 2020
Agenda Item 7.2

The report was received [*RCB2002/02 refers*]. Cr Thomson noted the event was generally well-received and that there was less congestion this year. The following items were discussed:

- The Parking Officer highlighted the difficulties to keep young, van owners from parking overnight. He noted the changing demographics and event-goers, which made parking easier to manage this year.
- The Board requested that it be consulted with sufficient notice in advance of such events to ensure appropriate consideration was given to parking on the reserve and airfield.

ACTION:

Staff to present a debrief report on Soundsplash 2020 to the April 2020 Board meeting to review the report's recommendations for holding such events in the future.

Information to be presented to the Board on benchmarking how other councils fund/charge for similar-sized events.

Code of Conduct
Agenda Item 7.3

The report was received [*RCB2002/02 refers*] and the Democracy Manager provided an overview of his report.

Resolved: (Mr MacLeod/Mr Amoore)

THAT the Raglan Community Board adopt the attached Code of Conduct (Attachment 1 to the staff report) ('the Code') in accordance with clause 15(6), Schedule 7, Local Government Act 2002;

AND THAT the Community Board notes the newly adopted Code will replace the current Code of Conduct for the Community Board with immediate effect.

CARRIED

RCB2002/03

Community Board Charter – Discussion
Agenda Item 7.4

The report was received [*RCB2002/02 refers*] and an updated Board Charter was tabled for discussion.

Tabled Item: Updated Raglan Community Board Charter (2016-19)

The following feedback was provided by the Board on the current Charter:

- Consistent terminology required (e.g. Raglan's Hall Committee; Raglan Community Board)
- The following committees were omitted from the Board's delegations:
 - Coastal Reserves Committee;
 - Raglan Kopua Governance Board; and
 - Raglan Hall Committee.
- Reference to the Board's Wastewater group should be included.
- Processes between Raglan Community Board, Council and the community should be added as part of the 'Communications' section, with focus on community relationships.
- The Chairperson would collate any further feedback from Board members and send to the Democracy Manager.

Climate Response – Report to Strategy & Finance Committee
Agenda Item 7.5

The report was received [*RCB2002/02 refers*] and the Planning and Policy Manager spoke to the report that he presented to the Strategy & Finance Committee. The following items were discussed in response to questions:

- The report was a stock take of commitments nationally, regionally, and internationally, as requested by Council, with a focus on developing a Climate Action Plan.
- ETS Emissions (p75 of the Agenda) – a complete inventory of Council-owned assets had yet to be completed due to lack of data. It was suggested that staff should look at opportunities for Council to earn credits (e.g. planted forests)
- Lack of income and emission costs in report's options analysis;
- Cr Thomson, as a member of Council's steering group, to keep the Board informed.
- Board supported Mr Rayner and Mrs Parson as the Board's representatives on the local Climate Action Group.

Raglan Works and Issues Report
Agenda Item 7.6

The report was received [RCB2002/02 refers] and the following items were discussed:

- Wastewater Treatment Plan project
 - Public engagement sessions were ongoing to develop options for a future treatment plant.
 - Mr Rayner and Mr Oosten supported as the Board representatives for this project. The Board expected the Council would work with the Board and community in the development of options to ensure a successful outcome.
- The Senior Transportation Engineer provided an update on the following issues:
 - Footpath work programme – Council had received enhanced funding from NZTA; work completed, or to be completed, on Lorezon Bay, Main Street, Cliff Street, Greenslade Road and Raglan West area.

ACTION: Staff to report back to the Board on:

- a list of footpath works to identify what had been completed and what was to be completed before the end of the current LTP.
 - further information on the Papahua pathway work to be undertaken, including budget.
- Cliff Street (one way) – Policy & Regulatory Committee approved proposed changes; a traffic management plan would be in place until 30 April 2020. Discussion on whether consultation document could have been clearer on the one-way proposal being permanent. The Board provided feedback regarding the overall process and the importance of the Council providing clarity of scope and timelines of key decision points, which would assist the Board to undertake its role. The Funds for LTP shared path on Cliff St needed to be used by June 2021.
- Raised platforms on Bow Street.

ACTION: A drop-in session/open day to be held for the community to understand, and provide feedback on, the Council's footpath and roading programme of works.
- Speed Bylaw changes – to be presented to Council's April 2020 meeting for approval. This included Raglan becoming a low speed zone; the revocation of State Highway 23 to become a local road to introduce more appropriate speed.
- Manu Bay – staff continued to seek support from stakeholders to find a solution.

ACTION: Staff to provide an update on Manu Bay to the Board at its April 2020 meeting to enable the Board to better understand what support it could provide.
- Coastal Reserve Management Plan – the Board would consider this at its next workshop; a draft submission to be included in the Board's April 2020 meeting for consideration.
- Gilmour Street upgrade – suggested that this project was included in the proposed drop-in session/open day.

Discretionary Fund Report – to 30 January 2020

Agenda Item 7.7

The report was received [*RCB2002/02 refers*] and the following items were discussed:

- Next funding round was in April.
- The Chair requested that the dates in the report's attachment be clearer.

Raglan Naturally

Agenda Item 7.8

The report was received [*RCB2002/02 refers*] and the Chairperson, as the Raglan Naturally Co-Ordinator, spoke on her report. She advised that Raglan Naturally would become a community organisation under a charitable trust.

Service Request Report – to 31 December 2019

Agenda Item 7.9

The report was received [*RCB2002/02 refers*] and discussion held.

Mr S Bains retired from the meeting at 4.06pm at the end of the above item

Chairperson's Report

Agenda Item 7.10

The report was received [*RCB2002/02 refers*] and the Chairperson spoke to her report.

Resolved: (Cr Thomson/Mr MacLeod)

THAT Mr Amoore be appointed as the Community Board representative on the Raglan Coastal Reserves Committee;

AND THAT Mr MacLeod be the Community Board representative to attend Council and Committee meetings, and that he receive all meeting invitations and online agendas relating to said meetings.

CARRIED**RCB2002/04**Councillor's Report

Agenda Item 7.11

The report was received [*RCB2002/02 refers*].

Board Members' Reports (verbal)
Agenda Item 7.12

The report was received [*RCB2002/02 refers*]. No further discussion was held.

There being no further business the meeting was declared closed at 4.25pm.

Minutes approved and confirmed this day of 2020.

Mrs G Parson
CHAIRPERSON

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	09 June 2020
Prepared by	Jean de Abreu Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0507
Report Title	Discretionary Fund Report to 09 June 2020

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 09 June 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 09 June 2020

RAGLAN COMMUNITY BOARD DISCRETIONARY FUND 2019/2020 (July 2019 - June 2020)
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As at Date: 09-Jun-2020

		1,206,170.4
2019/20 Annual Plan		14,271.00
Carry forward from 2018/19		2,840.00
Total Funding		<u><u>17,111.00</u></u>
Income		
Total Income		<u>-</u>
Expenditure		
30-Aug-2019 Waikato Junior Boardriders - towards the cost of National Scholastic Surfing Championships	RCBI908/06	1,109.00
04-Sep-2019 In support of Xtreme Zero Waste Fundraising Food waste collection	RCBI908/04	4,000.00
22-Sep-2020 Surfside Christian Life Centre - towards the cost of Christmas in the Park	RCBI908/05	4,000.00
Total Expenditure		<u><u>9,109.00</u></u>
Net Funding Remaining (Before commitments)		<u><u>8,002.00</u></u>
Commitments		
Total Commitments		<u>-</u>
Net Funding Remaining (Including commitments)		<u><u>8,002.00</u></u>

Note: Commitments are as at last meeting held in Feb. No further meetings held due to Lockdown.

Open Meeting

To	Raglan Community Board
From	Alison Diaz Chief Financial Officer
Date	12 June 2020
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
DWS Document Set #	GOV0507 / 2633265
Report Title	Raglan Works & Issues Report: Status of Items April 2020

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

1. Raglan Community Board Issues Register – June 2020
2. Raglan Works as at 09 June 2020
3. Manu Bay Breakwater: Science and Monitoring (eCoast, April 2020)
4. Project Completed – Raglan Step Screen Installation and Commissioning
5. Project Completed – District Wide Water Metre Replacements

RAGLAN COMMUNITY BOARD ISSUES REGISTER – June 2020

ISSUE	Area	Action	Comments
Footpath Plan	Service Delivery	<p>Staff to attend February 2020 meeting to discuss Footpath Plan for Raglan.</p> <p>FEBRUARY 2020: Staff to report back to the Board on:</p> <ul style="list-style-type: none"> - A list of footpath works to identify what has been completed and what is to be completed before the end of the current LTP. - Further information on the Papahua pathway work to be undertaken, including budget. - A drop-in session/open day to be held for the community to understand, and provide feedback on, the Council's footpath and roading programme of works. 	<p>FEBRUARY 2020: Council's Senior Transportation Engineer will be in attendance.</p> <p>MARCH 2020: A list of footpath works has been circulated to the Chair and Cr Thomson.</p> <p>The plan has been provided to the Raglan Coastal Reserves Committee. The budget estimate is \$325,000.</p> <p>Due to COVID-19 there will be no drop-in session/open day. All information will be available on Waikato District Council's facebook page (@WaikatoDistrictCouncil).</p>
Soundsplash 2020	Service Delivery	<p>FEBRUARY 2020: Staff to present a debrief report on Soundsplash 2020 to the April 2020 Board meeting to review the report's recommendations for holding such events in the future. Information to be presented to the Board on benchmarking how other councils fund/charge for similar-sized events.</p>	<p>MARCH 2020: Here is the link to Soundsplash's presentation. Council's Monitoring Officers will be in attendance at the April 2020 meeting to speak to this item.</p> <p>JUNE 2020: As the April Community Board meeting was cancelled, Council's Monitoring Officer will now be in attendance at the June 2020 Community Board meeting.</p>
Harbour Board Lease Funds	Operations Group	<p>Staff to provide the Community Board with a financial breakdown of Harbour Board leases (income and expenditure per lease, and balance remaining).</p>	<p>JUNE 2020: A meeting is being arranged between the Chair and Council's Strategic Property Manager to discuss. The information requested will be provided to the next Community Board meeting (August 2020).</p>
Freedom Camping	Community Board	<p>Community Board to review Freedom Camping and consider issue at its next meeting</p>	<p>MARCH 2020: To be included in the Chairperson's Report.</p>
Rally and Roads	Cr Thomson	<p>Cr Thomson to update the Board at the April 2020 meeting on the process for approving rally events and whether Council had received an application for the proposed rally.</p>	<p>MARCH 2020: To be included in Councillors Report.</p>
Horse Riding	Cr Thomson	<p>Cr Thomson to report back to the Community Board on how this issue would be considered in the Coastal Reserve Management Plan Review.</p>	<p>MARCH 2020: To be included in Councillors Report.</p>
i-Site Update	Community Growth		<p>MARCH 2020: To be included in the Chairperson's Report.</p>
LTP Presentation	Community Growth	<p>LTP Presentation – Gabrielle would have sent an outline of what the Board are needing to learn</p>	<p>MARCH 2020: Included in agenda.</p> <p>JUNE 2020: As the April Community Board meeting was cancelled, this report will now be presented to the June 2020 Community Board meeting.</p>

ISSUE	Area	Action	Comments
Proposed Road Names for Lorenzen Bay Development	Service Delivery	Community Board proposed road names – What is the WDC process before coming to community board for feedback.	<p>JUNE 2020: There has been some interest in this development applying for names.</p> <p>The developers need a Land Use Consent (“LUC”) and Subdivision (“SUB”) number before they apply for any road names. This would require a detailed road design approved by Council.</p> <p>All road names are required to go via the Raglan Community Board for endorsement and approval. The developers consultants generally do this.</p> <p>The process also requires Iwi consultation in road naming.</p> <p>The road name Policy, Information documentation and application forms will be circulated to the Board for its information via email.</p>

RAGLAN WORKS – as at 09 June 2020

Community Projects – Update

BOAT RAMPS

Manu Bay Breakwater

Project Manager Trevor Ranga meetings with the key stakeholders individually to discuss the removal of the surplus rock adjacent to the breakwater has had to be extended due to the COVID-19 restrictions. The meetings are expected to be completed in July.

As part of the discussions, parties have requested more information around the science and monitoring of the breakwater proposal. A report was commissioned from eCoast to assist the stakeholders by outlining the underlying physical science, provide a description of the remedies, and discuss how the breakwater is being monitored to assess the success of any measures taken. That report is appended – *Manu Bay Breakwater: Science and Monitoring (eCoast, April 2020)*.

ROADING WORKS

Gilmour Street, Raglan – Urban Upgrade

Street and stormwater design is ongoing by Beca, following consultation and feedback from residents.

WALKWAYS

Kopua Holiday Park Access Road & Entranceway Upgrades, Raglan

This project is being undertaken in two stages, from the road bridge through to the camp entranceway, and from the camp entranceway through to the pedestrian bridge.

Stage one has been designed. Stage two alignment discussions will continue to refine the proposed alignment.

Wainui Road Footbridge Upgrade (Expected completion June 2020)

Construction by Waikato District Alliance is being reprogrammed following the COVID-19 restrictions.

JETTY/WHARF

Cliff St Jetty Repair (Expected completion June 2020)

The replacement concrete rail posts are being designed by Frame Group Ltd.

The missing fender pole will be installed and incorporated with the post replacements, and remedial work to the deteriorated concrete on the main jetty piles will be completed by a concrete specialist.

Awaiting updated schedule from Frame Group and the contractor.

Raglan Wharf Handrail Replacement and Dolphin Handrail

An application has been successful for the funding through the Provincial Growth Fund for \$2.5 million towards a suite of works including:

- Extra berths utilising floating pontoons near the current dolphin pier;
- Structural improvements (piles and other remedial work under the wharf);
- Safety and access improvements;
- Funding to undertake community-led strategic planning for Whaingaroa Harbour;
- Infrastructure.

Planning is getting underway on this project, including community engagement to refine the scope of the project.

Manu Bay Breakwater: Science and Monitoring

Prepare for



eCoast
eTakutai

**MOHIO - AUAHA - TAUTOKO
UNDERSTAND - INNOVATE - SUSTAIN**

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Manu Bay Breakwater: Science and Monitoring

Report Status

Version	Date	Status	Approved by
V1	2 April 2020	Final Draft	
V2	9 April 2020	Rev. 1	STM

It is the responsibility of the reader to verify the version number of this report.

Author

Shaw Mead *BSc, MSc (Hons), PhD*

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Figure 2.1. Manu Bay is located on the north-facing coast of the Mount Karioi headland, which is relatively sheltered from the prevailing wave and wind directions (i.e. south west). Wave height decreases as waves break down the point, which results in a wave shadow zone at the end of the boulder fan of Manu Bay. Excavation of the boat access and scour of the northwestern side of the breakwater resulted in a ~50 m ‘gap’ in the surfing break following the construction of the boat access in the late 1960’s/early 1970’s. 3

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Figure 2.8. (Left) the Raglan Surf Co logo is a good representation of wave refraction, with waves from the southwest that are heading northeast being bent over 180° around the Karioi headland to be heading southward once they pass the Manu Bay boat ramp; the spokes on the wheel of a bicycle provide an analogy, with the spoke at the hub being the shallow water and moving slower than the spokes out at the rim moving faster in deeper water. (Right) diffraction is the change of wave direction and height due to energy ‘leaking’ down the wave crest when there is an obstruction such as the Manu Bay breakwater. 10

Figure 2.9. Before the construction of the new breakwater, a significant scour channel was present on the northern side of the breakwater, which can be seen here with lighter coloured seaweeds and a strip of sand at the landward end – also see Figure 2.1, Figure 2.2 and Figure 2.10..... 11

Figure 2.10. (Top) The scour channel and deeper areas pooling against the seaward side of the breakwater prior to breakwater replacement. (Bottom) The scour channel on the northern side of the breakwater and the hole/pool at the end of the breakwater are very clear in the pre-construction survey. 12

Figure 2.11. Several months after construction the scour channel that was previously present and reduced wave height at the breakwater was filled and a mound of rocks were present against the seaward side of the structure..... 13

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Figure 2.13. Schematic representation of wave shoaling with (top) and without (bottom) a scour channel on the seaward side of the breakwater and how a filled channel allows waves to shoal all the way to the breakwater and have greater potential for over-topping. The channel also reflected wave energy from the face of the breakwater (top), which is much reduced with a filled channel (bottom) further increasing the potential for over-topping..... 14

Figure 2.14. (Top) With a hole at the tip of the breakwater, waves lose height and energy as they ‘fall’ into it (similar to the channel in Figure 2.13) and refraction diverts some energy away from the boat ramp. (Bottom) With the hole filled with rock, the waves refract on this shallow platform, energy is not lost or diverted, and so more energy propagates into the boat ramp (refraction and diffraction); the more gentle slope of the tip of the new breakwater may also result in slightly more refraction around the tip than the older and steep breakwater tip. This has been exacerbated by the tongue of rock that has developed off the end of the boat ramp channel as some of the surplus rock has moved around the tip of the breakwater, which is also an additional hazard as waves now break in this area at low tide, constricting the entrance to the boat ramp..... 15

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Figure 3.2. Area targeted for accumulated rock removal (Figure 2.11 and Figure 2.12). 17

Figure 3.3. Visual evidence indicates that the scour channel on the seaward side of the breakwater is re-establishing. (Top) 3 months after construction, (Middle) late 2018 and (bottom) February 2020. 18

Figure 4.1. Example images taken from the 11th April 2019 at high tide during inclement conditions (multi-direction incident swells, northerly winds, low pressure). 20

Figure 5.1. The area of chronic active erosion at the top of the foreshore on the seaward side of the breakwater. 23

1 Background

This report has been developed to assist the stakeholders with aspects of what has happened in terms of the changes that have occurred with the replacement of the Manu Bay breakwater and the underlying physical science that supports these changes. In addition, later sections provide some description of what is being done to remedy these changes, and how the breakwater is being monitored to determine the success for any actions taken.

In late 2014, the tip of the breakwater failed, splitting off the main structure and tilting seaward. A new breakwater was built of large boulders with concrete grout to replace the old structure, which was a concrete-capped boulder and gabion basket filled mound. Following the replacement of the breakwater, there were concerns that the new breakwater was more frequently over-topped (Figure 1.1) and the boat ramp was less protected from wave action than with the old breakwater in place, as well as a noticeable movement of boulders from the seaward side of the new breakwater and onto the boat ramp. Here we consider the coastal processes and wave mechanics that operate at the site of the breakwater and how they likely account for the of the observed changes due to its' replacement.



Figure 1.1. Over-topping of the Manu Bay breakwater in mid-2019; monitoring image.

2 Changes to Wave Behaviour at the Breakwater

2.1 Physical Setting

The breakwater/boat ramp is located at the eastern end of Manu Bay, which is the most inshore of the series of left-hand point breaks that occupy some 2 km of the north-facing section of the coast curving around Mount Karioi (Figure 2.1). The breaks are comprised of volcanic (andesitic) boulders that fan out from above the high tide mark to depths of 3-6 m – the boulders result in a steeper beach gradient than occurs with the fine-grained sands in the area, which has the effect of increasing the breaking intensity of waves, i.e., is conducive to high-performance surfing (Mead and Black, 2001a), in combination with the other factors discussed below.

The New Zealand west coast has a very aggressive wave climate, with waves predominantly arriving from the southwest, which is also the predominant wind direction (Figure 2.1). The curving nature of the coastline provides both a location at Manu Bay that is both sheltered from the prevailing wave and wind climate (resulting in smaller waves and lighter winds), and creates 'refraction compensation' which results in waves that break with a peeling nature that are conducive to quality surfing conditions (Mead and Black, 2001b). Being the most inshore of the breaks, Manu Bay can provide both the most sheltered conditions (and hence a logical site for a boat access) and the 'cleanest' surfing conditions during the predominant southwest wave and wind events. The orientation of the headland also acts as a wave filter, refracting the longer period waves into the breaks while letting other shorter period "messy" waves travel past and up the coast. The orientation of the breaks to the predominant swell and wind direction, the wave-filtering and the boulder reef substrate combined to make Raglan's points some of the best surf breaks in New Zealand and the World, and so their inclusion as nationally significant surfing breaks in the New Zealand Coastal Policy Statement (NZCPS, 2010).

The breakwater at Manu Bay creates scour on both the seaward and landward sides, as can be seen in Figure 2.2. The scour on the seaward side is caused by offshore directed currents that are forced by the presence of the breakwater – wave-driven currents moving to the east are blocked by the breakwater and directed offshore (north) scouring a channel. On the boat ramp side of the breakwater, a channel was initially made in the late 1960's/early 1970's, which has mostly been maintained since by the blocking effect of the breakwater. The boulders that comprise the Manu Bay fan are moved eastward during extreme wave events, however, the breakwater restricts this natural movement/sediment transport (instead, boulders are directed offshore into deeper water and to the higher part of the shore on the seaward side). As a result, there is chronic erosion of the landward side of the boat ramp, with the breakwater creating the expected 'groyne-effect'; i.e., downcoast erosion due to the restriction of material

that would normally be transported into this area. Erosion of this area is also exacerbated by the channel for the boat ramp, since refraction is reduced and waves which would have been refracted more shore-normal when there was a boulder fan present, the approach the coastal cliffs with a higher angle, which increases the alongshore sediment transport potential and erosion when there is a deficit of material. In the present day, should resource consent be sought to build the boat ramp and breakwater, a coastal management plan would be required to manage and mitigate this downcoast erosion impact.

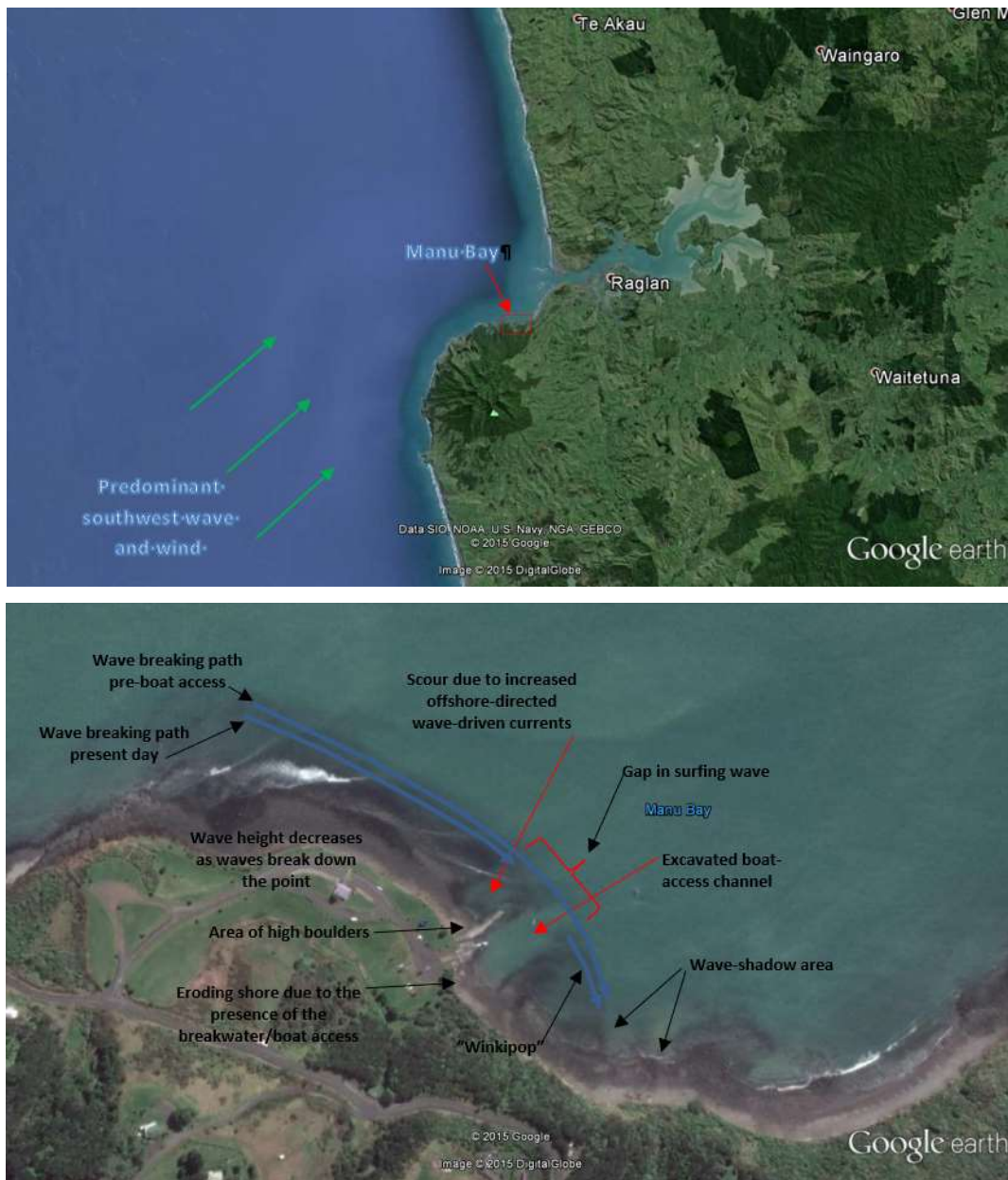


Figure 2.1. Manu Bay is located on the north-facing coast of the Mount Karioi headland, which is relatively sheltered from the prevailing wave and wind directions (i.e. south west). Wave height decreases as waves break down the point, which results in a wave shadow zone at the end of the boulder fan of Manu Bay. Excavation of the boat access and scour of the northwestern side of the breakwater resulted in a ~50 m 'gap' in the surfing break following the construction of the boat access in the late 1960's/early 1970's.

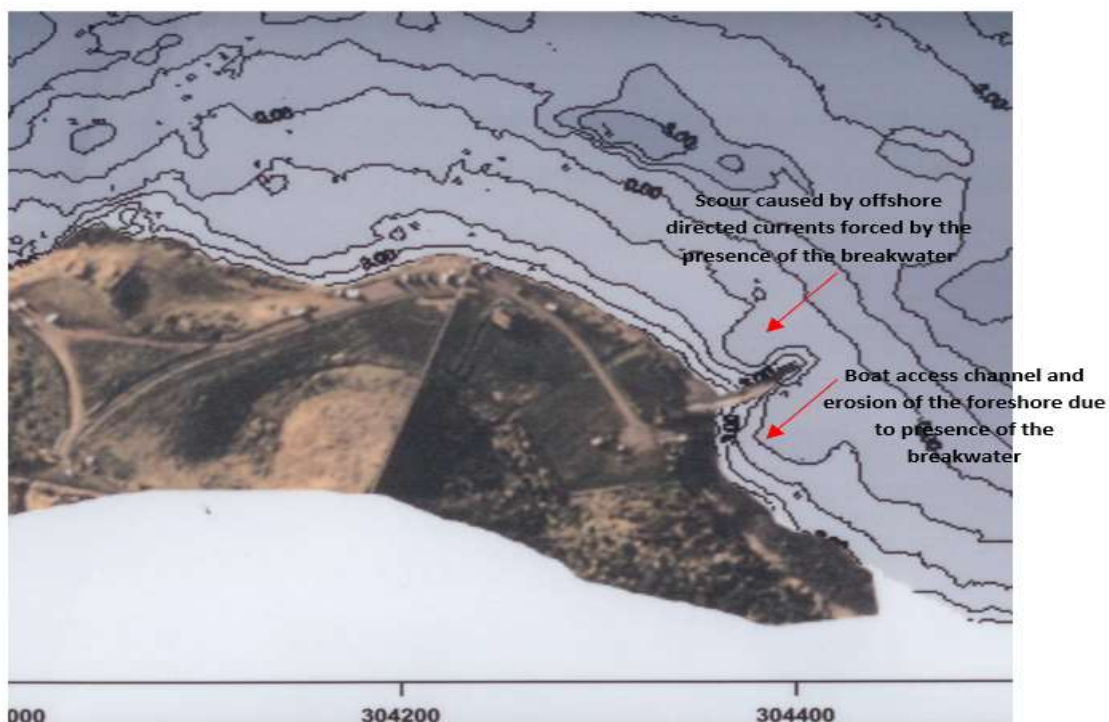


Figure 2.2. Multibeam bathymetry survey of Manu Bay in 2005 (undertaken by B. Scarfe) showing the scour to the northwest of the breakwater and the boat access channel to the southeast.

2.2 Loss of the Breakwater Tip

In late 2014, the end of the existing breakwater at the Manu Bay boat ramp failed, splitting off the main structure and tilting seaward (Figure 2.3). It was consequently decided that the ad hoc breakwater structure, made of a concrete-capped boulder and gabion basket filled mound, should be replaced.



Figure 2.3. The failed tip of the old Manu Bay breakwater in late 2014.

2.3 As-Built Versus Original Breakwater

Through meetings with stakeholders, it was agreed that the replacement breakwater should have a similar footprint to the existing breakwater, as well as a similar length and height.

Figure 2.4 and Figure 2.5 show the replacement breakwater has a similar footprint to the old breakwater's footprint on northwestern side, and outside the existing footprint on the south eastern side, which is due to the new breakwater structure being linear, rather than bending to the north. In terms of the height, length and width of the new breakwater, it has a similar height as the old breakwater (slightly higher along the offshore 1/3rd), a similar length (approximately 1 m shorter at the crest, and slightly longer at the toe), and of similar width although with more gentle sloping sides than the existing structure.

Given the similarity between the structures, the initial review of the proposed breakwater (i.e., prior to construction) concluded that the impacts on Manu Bay surf break would be less than minor to insignificant because:

1. The new structure will be within the footprint of the previous breakwater;
2. The sides are more gently sloping and have increased roughness, reducing back-wash/reflection and currents, and;
3. It is very slightly less intrusive on surfing break that the previous structure (since it is angled slightly more eastward).

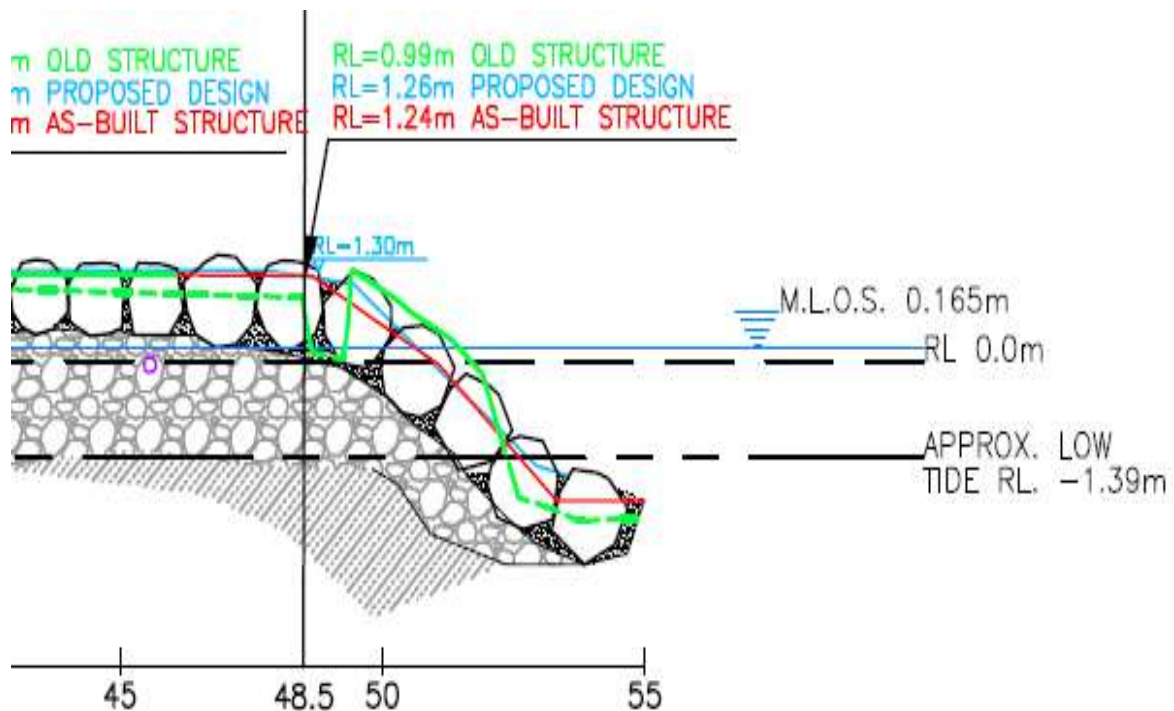


Figure 2.4. Comparison of the old breakwater, the new breakwater design and the as-built breakwater tip.

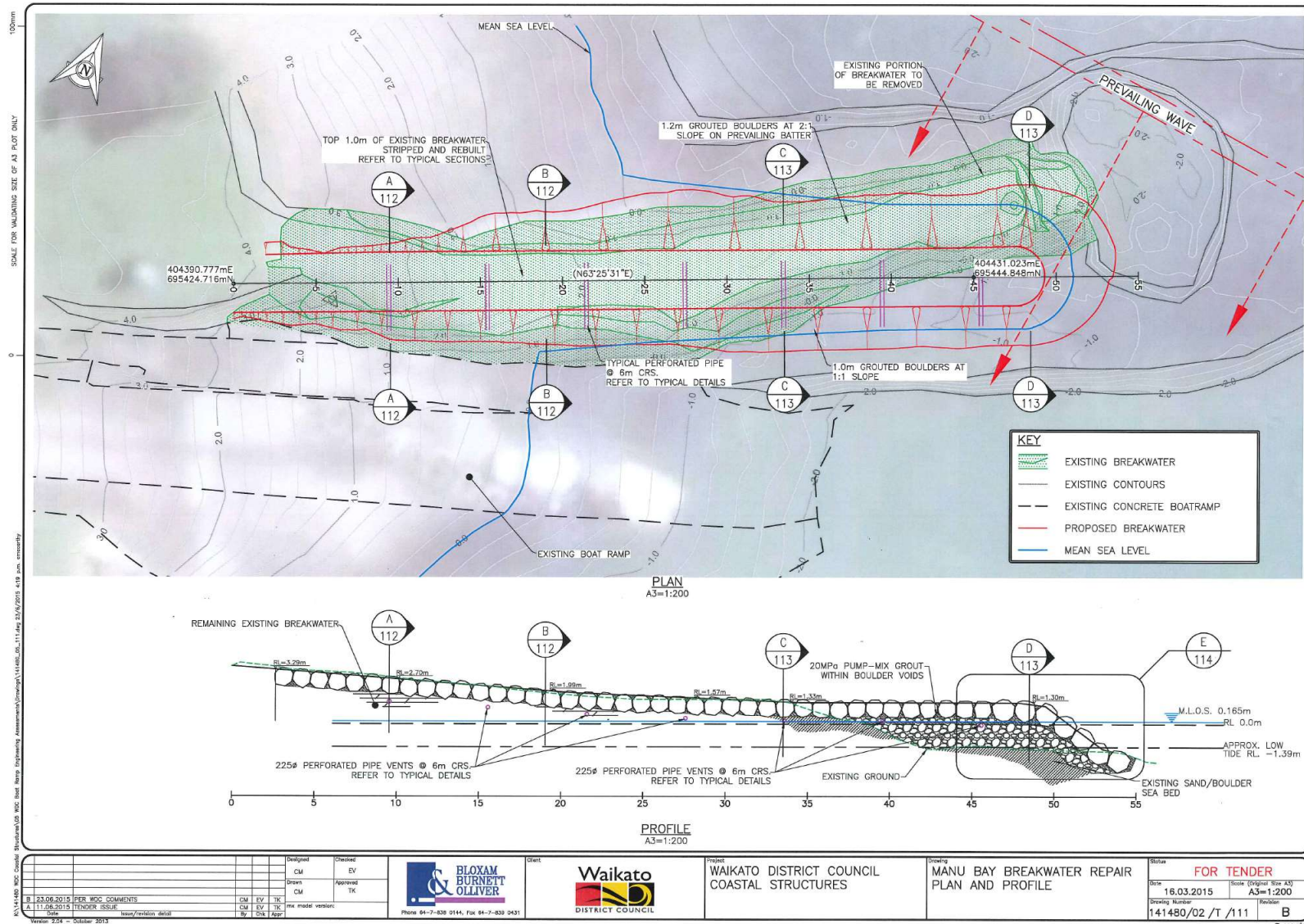


Figure 2.5. As-built drawing of the new breakwater overlaid on the old breakwater.

2.4 Changes to Local Bathymetry and Breakwater Profile and the Impacts on Shoaling, Refraction and Over-Topping

Although the new breakwater was built with many similar features as the old one, and given the straightening of the structure, should provide slightly better protection from waves (Figure 2.5), not long after construction there were several reports of increased over-topping, increased surging and a more dangerous boat access than previously existed¹. Unfortunately, it is not possible to evaluate the extent of these reported issues, since no pre-construction monitoring of the old breakwater is available, and there are many factors that can influence over-topping and surge on any given day. It is noted that the Manu Bay boat ramp has historically been notorious for surging during the higher phases of the tide due to diffraction of wave energy along wave crests as they pass the entrance channel, and that over-topping also occurred on the original breakwater. However, given the number of reports of over-topping and a boat access that was less safe than previously, there is the strong likelihood that something more significant than the breakwater replacement had occurred. In addition, boulders have been moved onto the boat ramp more frequently in the past, both around the tip of the breakwater and over the top of the breakwater near the landward end.

As discussed in Section 2.3 above, the new breakwater has a very similar height and length to the old breakwater, so these parameters can be discounted as having an influence on the observed changes at the breakwater and boat ramp. This leaves other causes such as the different profile of the new breakwater and the local bathymetry leading up to the new breakwater as potential reasons for change.

2.4.1 Breakwater Profile

As noted above, the new breakwater profile is less steep on the seaward side than the old breakwater had (Figure 2.6). While this would result in more over-topping if just gradients are considered, there are other factors to consider, which can be summarised as follows:

- The lower gradient of the new breakwater would, in itself, allow for more over-topping (as concluded by T&T (2017));
- However, it is likely that this effect is reduced/countered by the increased roughness of the face of the new breakwater in comparison to the old, since roughness is an important factor with respect to over-topping (e.g. EurOtop, 2016);

¹ Note, these are not environmental impacts, which have been insignificant, they are operational and H&S impacts.

- Although, the extent of the reduction due to roughness versus the increase due to a less steep gradient is unknown and would need to be modelled in the neural network, it is likely to be less than the previous smooth slope, even though it was steeper, and;
- Factors such as freeboard also require consideration when considering reduction of over-topping due to roughness, e.g., the increased roughness of the new breakwater would provide a decreasing reduction in over topping with increasing water levels (i.e. decreasing freeboard), as well as the depths running up to the breakwater.

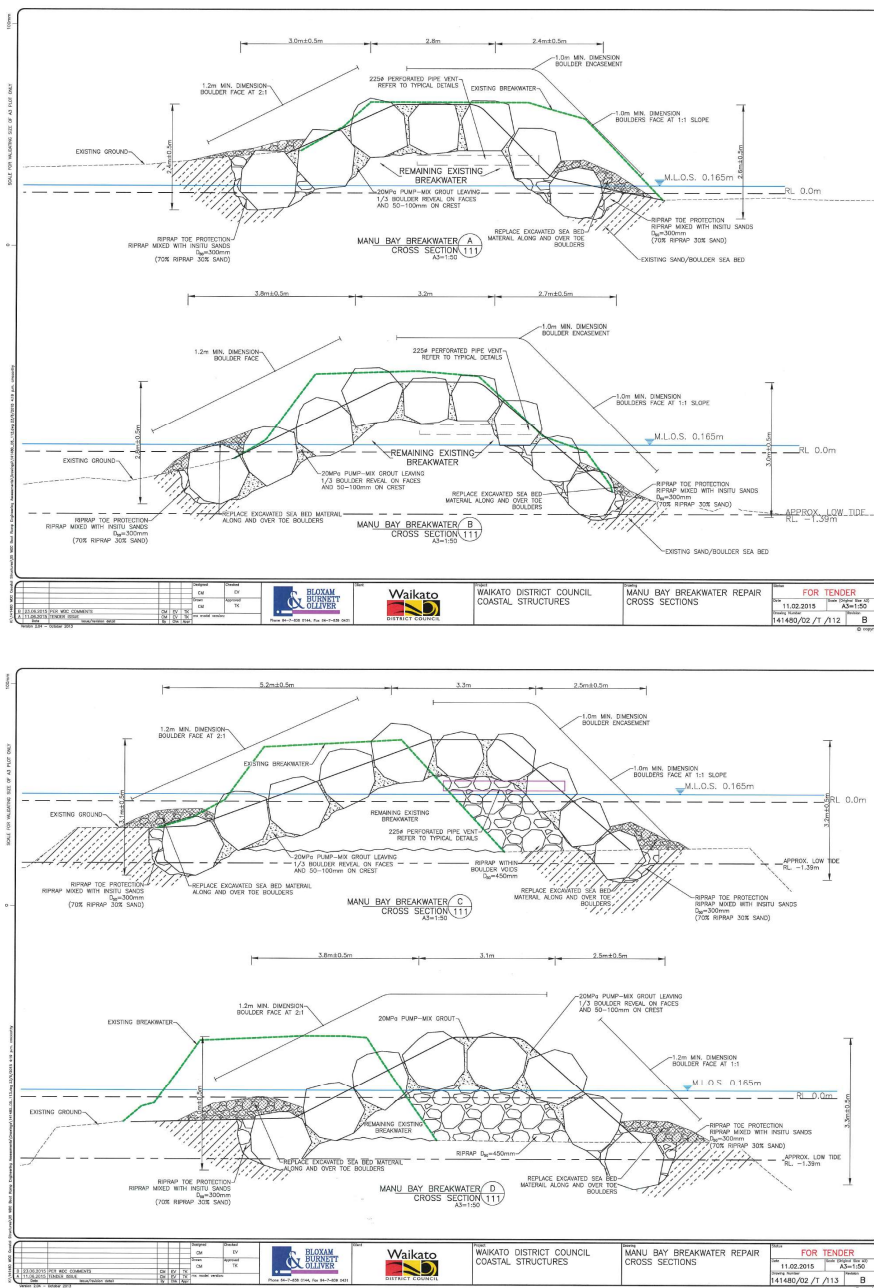


Figure 2.6. Cross-sections (refer Figure 2.5) showing the differences in the breakwater profiles between the old breakwater (green line) and the new breakwater.

In addition to the roughness on the profile/side of the new breakwater, the top of the new breakwater is 'rougher' than the old breakwater, which also has the potential to decrease over-topping flow volumes. As above, it is difficult to determine with absolute certainty whether the changes to the slope of the seaward side of the breakwater have in themselves increased or decreased over-topping. However, it is likely to be a small component of over-topping in comparison to the effects of the changed morphology of the boulder flats running up to the seaward side of the breakwater.

2.4.2 Local Bathymetry

With respect to wave transformation and breaking, the factor that has the biggest influence is the seabed through the processes of shoaling and refraction/diffraction:

- Shoaling is the deformation of the waves, which starts when the water depth becomes less than about half the wavelength. The shoaling causes a reduction in the wave propagation velocity, as well as shortening and steepening of the waves. In fluid dynamics, wave shoaling is the effect by which surface waves entering shallower water change in wave height (Figure 2.7).
- Refraction of waves involves a change in the direction of waves as they move into shallower water and slow down, bending wave crests because waves travel slower in shallower water; and diffraction involves a change in direction of waves as they pass through an opening or around a barrier in their path, which can be considered as wave energy 'leaking' along the wave crest instead of moving in the direction of wave propagation (Figure 2.8).



Figure 2.7. Schematic of wave shoaling – as waves enter shallower water their height increase and, the wave length decreases until they become unstable and break

(http://homepages.cae.wisc.edu/~chinwu/CEE514_Coastal_Engineering/2007_Students_web/Jennifer_Matt/wave_transformations.html).

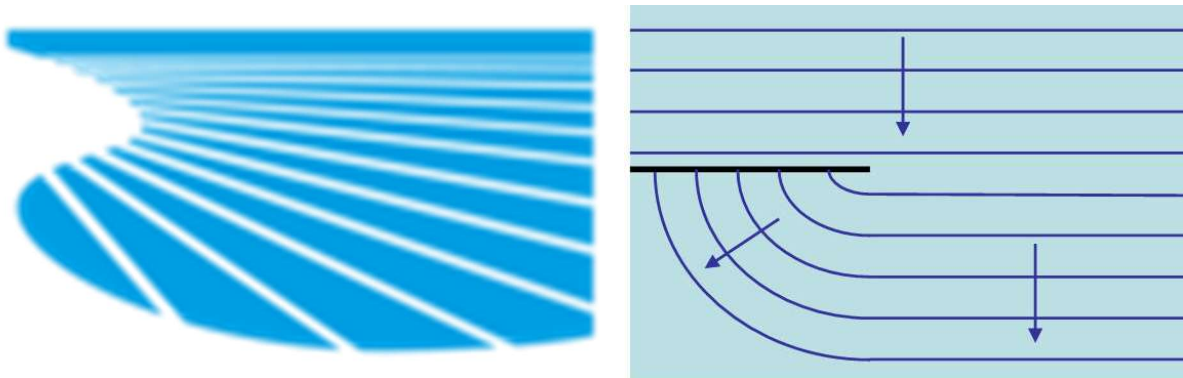


Figure 2.8. (Left) the Raglan Surf Co logo is a good representation of wave refraction, with waves from the southwest that are heading northeast being bent over 180° around the Karioi headland to be heading southward once they pass the Manu Bay boat ramp; the spokes on the wheel of a bicycle provide an analogy, with the spoke at the hub being the shallow water and moving slower than the spokes out at the rim moving faster in deeper water. (Right) diffraction is the change of wave direction and height due to energy 'leaking' down the wave crest when there is an obstruction such as the Manu Bay breakwater.

While the environmental impacts of the new breakwater can be considered to have been negligible, changes to the processes of shoaling and refraction/diffraction at the breakwater and boat ramp have likely impacted on the safe usage of the facility due to increased over-topping and surging (as well as rock movement, discussed below), noting that this cannot be quantified in the absence of monitoring the old breakwater. These observed changes have not occurred due to the differences between the old and new breakwaters, although these differences have likely resulted in small changes, rather they have occurred due to the disposal of a large volume of rock on the seaward side and tip of the breakwater, that is, the access material from the old breakwater. This rock, which was said to represent some 100 m³ of material and has been estimated to up to 320 m³ of material (see Section 3 below), was pushed into the seaward scour channel and the hole at the end of the breakwater. This has impacted on the processes of wave shoaling, wave reflection and wave refraction/diffraction.

With respect to changes in shoaling, the observed increased over-topping is mostly due to filling the seaward side of the breakwater and pool at the end of the breakwater with this 'left-over' material. This is mostly due to shoaling of the waves on this side of the breakwater, as well as reduced reflectivity that the depression on the seaward side of the breakwater used to provide. Previously, a scour channel was present on the seaward side of the breakwater (Figure 2.1), which meant when waves (broken or unbroken) crossed over the reef flat towards the breakwater they would 'fall into' this deeper channel and lose height and steepness as a result, meaning that over-topping of the structure was reduced. When this scour channel was filled, waves were able to continue to shoal or run-up the reef flat and hit the breakwater without a loss of height and steepness that the scour channel previously resulted in, leading

to increased over-topping and discharge volumes. The reduced/filled channel also results in less reflection than with a channel, which also leads to more potential for over-topping. This is summarised in Figure 2.9 to Figure 2.13, which show the scour channel prior to construction, the absence of this channel after construction of the new breakwater and schematics of the physical processes.



Figure 2.9. Before the construction of the new breakwater, a significant scour channel was present on the northern side of the breakwater, which can be seen here with lighter coloured seaweeds and a strip of sand at the landward end – also see Figure 2.1, Figure 2.2 and Figure 2.10.

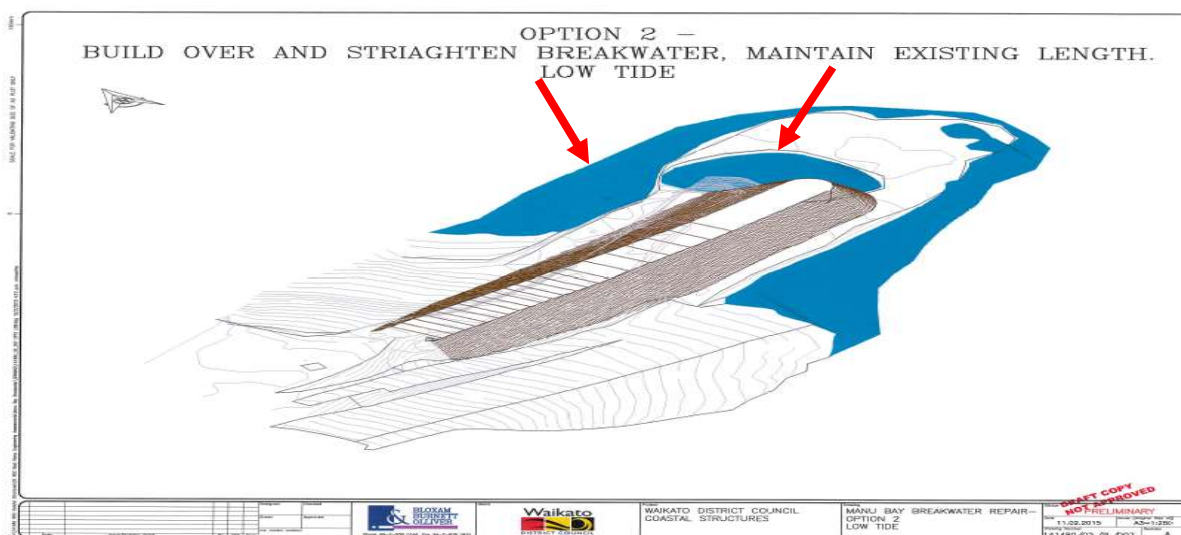


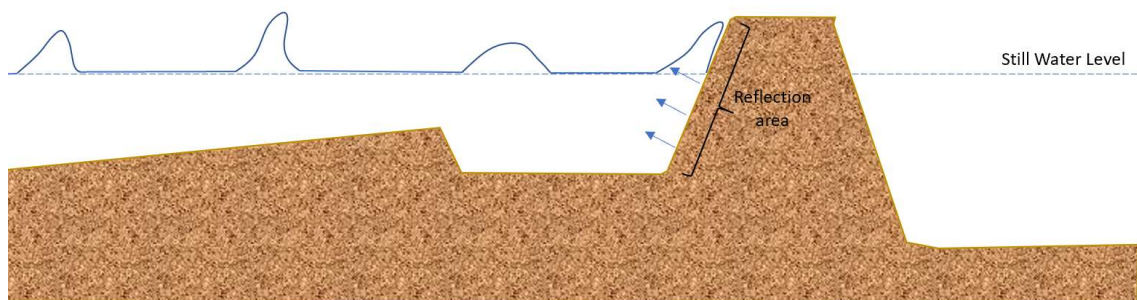
Figure 2.10. (Top) The scour channel and deeper areas pooling against the seaward side of the breakwater prior to breakwater replacement. (Bottom) The scour channel on the northern side of the breakwater and the hole/pool at the end of the breakwater are very clear in the pre-construction survey.



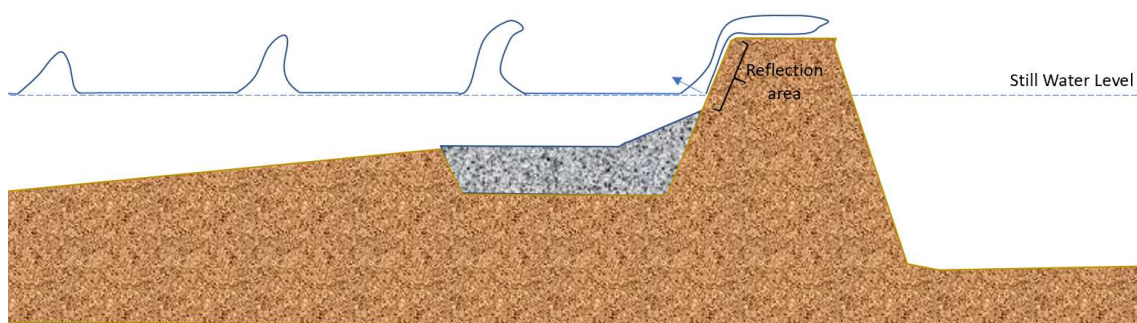
Figure 2.11. Several months after construction the scour channel that was previously present and reduced wave height at the breakwater was filled and a mound of rocks were present against the seaward side of the structure.



Figure 2.12. The mound of rocks post-construction where there was formally a scour channel allow waves to shoal all the way to the breakwater with more potential for over-topping.



With scour channel on seaward side of breakwater – lower wave height at breakwater



Without scour channel on seaward side of breakwater – higher wave height at breakwater

Figure 2.13. Schematic representation of wave shoaling with (top) and without (bottom) a scour channel on the seaward side of the breakwater and how a filled channel allows waves to shoal all the way to the breakwater and have greater potential for over-topping. The channel also reflected wave energy from the face of the breakwater (top), which is much reduced with a filled channel (bottom) further increasing the potential for over-topping.

With respect to increased surging on the boat ramp during higher tidal phases, changes to the location bathymetry and reef morphology due to the disposal of the surplus rock is also likely a factor that has exacerbated this existing issue. The hole at the end of the breakwater (which the tip of the old breakwater fell into due in part to undermining) (Figure 2.2 and Figure 2.10), would previously have resulted in both a reduction in wave height and refracting some wave energy away from the boat ramp.

By filling this hole, more wave energy can propagate past the tip of the breakwater and refract into the boat ramp, further enhancing the diffraction of waves into the breakwater and thereby increasing surging on the boat ramp. With a hole at the tip of the breakwater, waves lose height and energy as they 'fall' into it (similar to the channel in Figure 2.13) and refraction diverts some energy away from the boat ramp. With the hole filled with rock following construction of the new breakwater, the waves refract on this shallow platform, energy is not lost or diverted, and so more energy propagates into the boat ramp (both refraction and diffraction); the more gentle slope of the tip of the new breakwater may also result in slightly more refraction around the tip than the older and steep breakwater tip. This has been exacerbated by the tongue of rock that has developed off the end of the boat ramp channel

as some of the surplus rock has moved around the tip of the breakwater, which is also an additional hazard as waves nowadays break in this area at low tide, constricting the entrance to the boat ramp. Further evidence of the presence of a lot more rock on the seaward side today than prior to the construction of the new breakwater is the loss of the small sandy beach (see Figure 2.9 pre-new breakwater, and Figure 2.11 showing the remnants of the beach several months after construction, which was subsequently covered by surplus boulders pushed shoreward) and rock moving onto the boat ramp by moving over the breakwater. These processes are schematised in Figure 2.14.

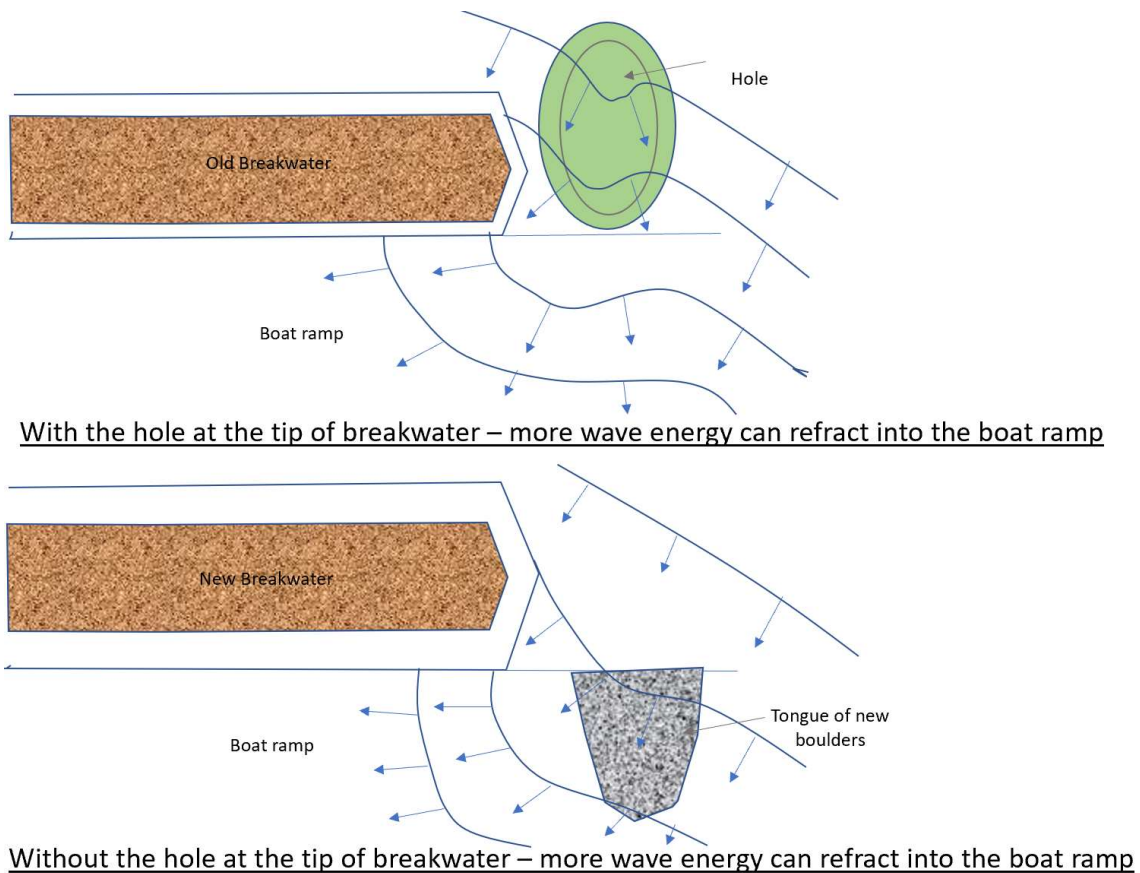


Figure 2.14. (Top) With a hole at the tip of the breakwater, waves lose height and energy as they ‘fall’ into it (similar to the channel in Figure 2.13) and refraction diverts some energy away from the boat ramp. (Bottom) With the hole filled with rock, the waves refract on this shallow platform, energy is not lost or diverted, and so more energy propagates into the boat ramp (refraction and diffraction); the more gentle slope of the tip of the new breakwater may also result in slightly more refraction around the tip than the older and steep breakwater tip. This has been exacerbated by the tongue of rock that has developed off the end of the boat ramp channel as some of the surplus rock has moved around the tip of the breakwater, which is also an additional hazard as waves now break in this area at low tide, constricting the entrance to the boat ramp.

3 Remedies

Through a series of facilitated meetings in 2018, the likely causes of the observed increased over-topping and surging were discussed, and a set of methods to attempt to remedy these issues was developed. In the first instance, in order to determine whether measures to reduce over-topping (and potentially surging, noting that all experts agree that that providing a surge-free boat ramp was impractical in this “west coast” setting with-out constructing a significantly larger facility), monitoring needed to be established. This was instigated with remote video monitoring utilising the NZ Association of Surf Researchers existing camera at Manu Bay, which is discussed further in Section 4 below.

The options considered can be summarised as:

1. Do nothing, monitor and see if the channel on the seaward side will re-establish itself over time and reduce over-topping.
2. Remove the accumulated rock on the seaward side of the breakwater (Figure 2.11 and Figure 2.12) and relocate on the landward side of the boat ramp, preferably in front of the eroding areas.
3. If 1 and 2 are not effective, consider building a cap on top of the existing breakwater to reduce/prevent over-topping.

At present, relocation of the rock mound against the seaward side of the breakwater is being progressed, with this material being placed above the high tide on the seaward side to protect the foreshore from chronic erosion in this area (this can be seen in the upper panel of Figure 2.9). Comparison of surveys of the seaward side of the breakwater prior to replacement and following replacement suggest that some 320 m³ of additional material was in the area of the previous scour channel (Figure 3.1). However, due to the changes in the location of the new breakwater, the exact volume is unknown. Similarly, the recent WDC survey focussed on the area adjacent to the breakwater where rock will be removed from, which is shown in Figure 3.2.

Even so, it has been observed that the seaward scour channel is slowly being re-established by wave driven currents, which is shown in Figure 3.2.

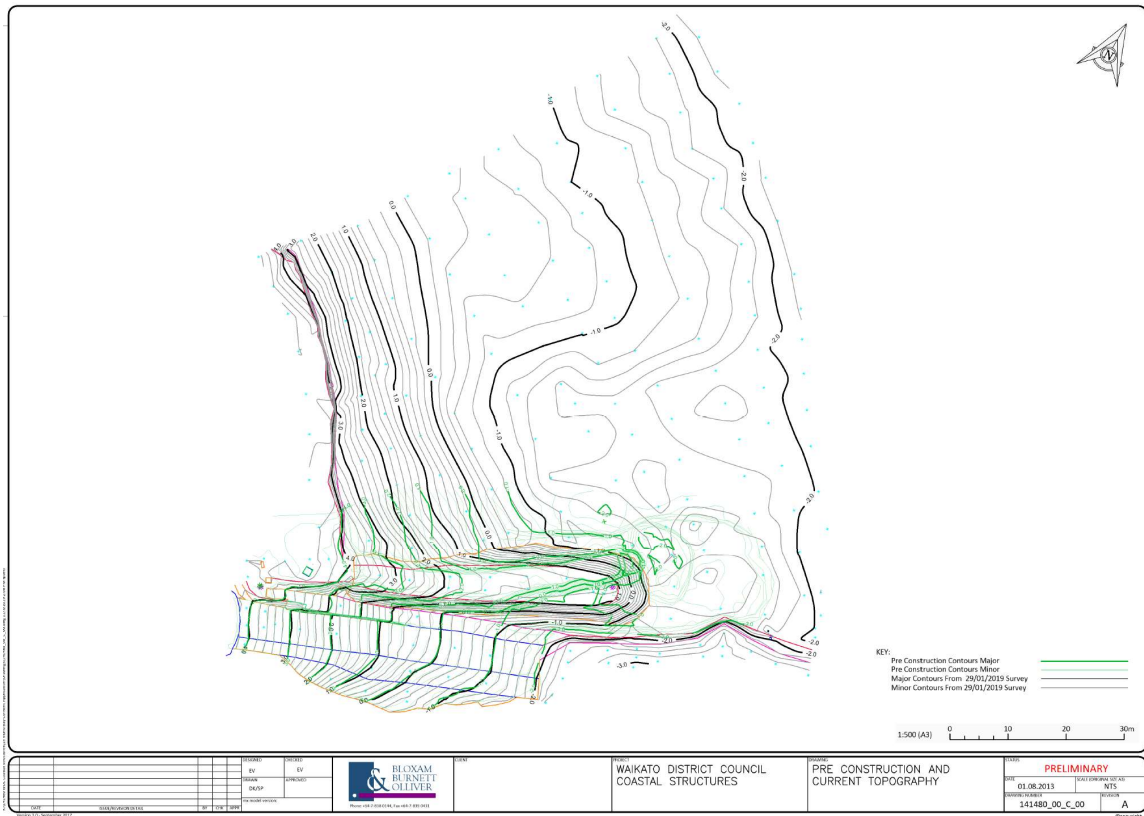


Figure 3.1. Comparison of the old (green) and new (black) breakwaters – note, the old survey does not extend into the scour channel.



Figure 3.2. Area targeted for accumulated rock removal (Figure 2.11 and Figure 2.12).



Figure 3.3. Visual evidence indicates that the scour channel on the seaward side of the breakwater is re-establishing. (Top) 3 months after construction, (Middle) late 2018 and (bottom) February 2020.

4 Monitoring

Monitoring of the breakwater and boat ramp has been underway for over a year. The video monitoring system currently samples images every second for 5 mins every half hour for the 2 hours either side of hightide; with 10 minutes of data collected of the peak of the tide. These data form the baseline dataset prior to any rock relocation and/other remediation measures that may be applied in the future.

For example, the success of the rock relocation can be determined by comparing an overtopping event after the rocks are relocated (in terms of wave height period, direction, winds, tides and barometric pressure) to a very similar event in the baseline dataset. With this approach, subjective observations (which have been quite varied) are replaced with real science and data.

The initial report following the installation of the Manu Bay camera (Atkin and Mead, 2018), notes that with respect to data analysis:

“There is a vast array of image processing toolboxes available for image analysis which makes the task of identifying specific features or processes in a Field of View (FoV) relatively easy. Image analysis of the dynamic surf zone is well documented. Images from this particular camera have been studied in detail, with an algorithm developed for detecting individual waves crests, combined with white water identification, to define the leading breaking point of waves. The breakwater provides a specific, stationary object in the FoV and identification of water overtopping the breakwater should be programmable.

Figure 3 [herein Figure 4.1] shows low-resolution example images taken from the 11th April 2019 at high tide during inclement conditions (multi-direction incident swells, northerly winds, low pressure).

Data collected outside of this framework (i.e. the midday cube and 20 image subsamples from each hour) can also be used for analysis, which, given the number of samples being taken, will provide an understanding of how the how the breakwater performs during significant event outsides throughout the tidal cycle.”

This means that there is a good baseline dataset, and once the rock relocation work (or other interventions) has been undertaken the data will be ‘impact’ data, which can be compared to similar ‘baseline’ events to determine the success of the coastal management approach.



Figure 4.1. Example images taken from the 11th April 2019 at high tide during inclement conditions (multi-direction incident swells, northerly winds, low pressure).

5 Summary and Conclusions

1. This report has been developed to assist the stakeholders with aspects of what has happened in terms of the changes that have occurred with the replacement of the Manu Bay breakwater and the underlying physical science that supports these changes. In addition, it provides some description of what is being done to remedy these changes, and how the breakwater is being monitored to determine the success for any actions taken.
2. Following the replacement of the breakwater with a structure of similar length, height and width, there were concerns that the new breakwater was more frequently over-topped and the boat ramp was less protected from wave action than with the old breakwater in place, as well as a noticeable movement of boulders from the seaward side of the new breakwater and onto the boat ramp.
3. The coastal processes and wave mechanics that operate at the site of the breakwater are fairly complex. However, by considering the small differences in the original and new breakwaters and each of the physical factors that influence over-topping, surging on the boat ramp and the movement of boulders by wave action, probable causes have been identified.
4. From these investigations, it is concluded that the redistribution of the surplus rock from the old breakwater (~302 m³?) after the new breakwater was constructed into the area on the seaward side of the breakwater (the scour channel) and the hole at the tip of the breakwater are likely the main factors leading on the observed changes.
5. By filling the scour channel on the seaward side of the breakwater and the hole at the end of the breakwater, the processes of shoaling and refraction have been modified and likely result in increased over-topping and increased surging on the boat ramp, respectively.
6. Interventions such as relocation of these surplus rocks, especially those that have remained resting against the seaward side of the breakwater since construction, could reduce over-topping. The success of such interventions can be measured, quantified and proven using the monitoring data, with baseline monitoring data of more than a year now available.
7. Although time series surveys do not all cover the area of the previous scour channel, observations and photographic evidence indicates that the scour channel (and the hole at the tip of the breakwater) are re-establishing over time.
8. There are some unknowns going forwards such as whether relocation of rock will be an on-going process due to both boulders always moving eastward driven by large wave events and particular factors associated with the new breakwater that mean rock

will accumulate against the new breakwater, whereas it did not to such an extent in the past. This would likely be a positive outcome, since the breakwater and boat ramp cause a 'groyne-effect', that is the erosion of the coast to the east due to blocking and diversion of material that would have normally provided coastal protection, and so bypassing this material would be a sustainable coastal management option.

9. Similarly, sea level rise (SLR) will increase over-topping of the breakwater and surging on the boat ramp. However, the rate of SLR is currently unknown and has a large range based on how humans respond to CO₂ emissions in the next decade and the melt-rate of ice-sheets.

5.1 Options and Recommendations Moving Forwards

At present, there are a couple of options moving forwards:

1. Analysis of the monitoring could consider improvements with respect to over-topping in the past year or so due to the re-emergence of the seaward scour channel (Figure 3.3). This would be investigated by identifying the dates with similar metocean conditions/events from the beginning of the monitoring through to the present, and analysing/quantifying of overtopping recorded in the monitoring data. A reducing trend in over-topping would indicate that the natural re-emergence of the seaward channel is having a positive effect.
2. Removal of the rock that is currently at the end of the breakwater (Figure 2.12), which is assisting with over-topping to the area of active erosion at the top of the beach on the seaward side of the breakwater (Figure 5.1). Currently, up to 100 m³ of rock can be moved in the area without the need for resource consent. Following relocation of rock against the breakwater, the monitoring system can be used to evaluate the effects of rock removal by comparing dates with similar metocean conditions/events from prior to the rock relocation to those after. Then continue to monitor the over-topping, and the size of the seaward channel and rock accumulation against the breakwater.
3. As noted above (Section 2.1), should a breakwater and boat ramp be proposed for this location today, if it did gain resource consent it would require a management plan, which would include rock transfer to mitigate downcoast coastal erosion, as has been occurring along this area for decades. Since rock material has remained against the seaward side of the breakwater since completion of construction, there is some likelihood that specific factors associated with the new breakwater lead to the accumulation of rock in this area (e.g. slope, the grouted boulder surface, etc.). Therefore, a rock transfer management plan should be developed with appropriate

trigger levels (e.g. in terms of the amount of rock against the breakwater, the amount of over-topping, etc.), which will require resource consent.



Figure 5.1. The area of chronic active erosion at the top of the foreshore on the seaward side of the breakwater.

Given that the new breakwater is now over 4 years old and that rock still remains against the seaward side of it, which is very likely enhancing over-topping, *it is recommended that this material is removed and placed at the top of the foreshore to provide some protection to the chronic active erosion that is occurring in this location.* The efficacy of this approach on reducing erosion can then be assessed by utilising the monitoring to compare similar events prior and post rock relocation, and rock accumulation (or lack of) in this area along with the scour channel should continue to be monitored.

In addition, the development of a management strategy to transfer material from the seaward side of the breakwater, and material that ends up on the boat ramp, to the areas of chronic active erosion to the east of the boat ramp should be developed in order to re-establish the natural process of rock moving intermittently eastward by large wave events and protecting this part of the coast.

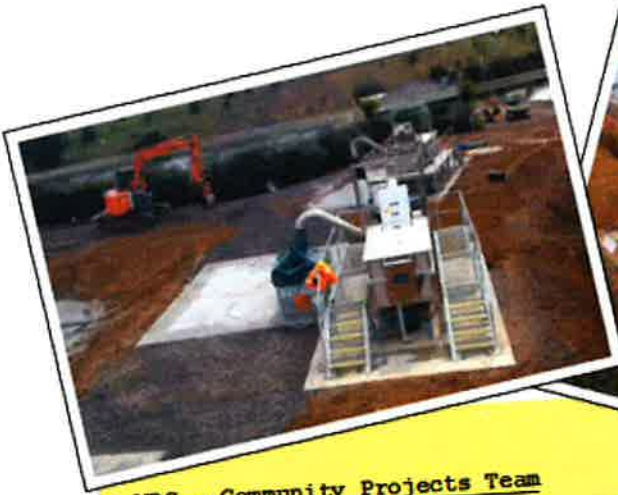
As previously investigated for the replacement of the old breakwater, the relocation of this rock will not impact on surfing wave quality at this nationally significant surf break. Since the late 1960's when the breakwater was constructed and shortened the length of the ride at Manu Bay by 100-150 m during the right conditions, the breakwater has basically been beyond the end of the ride, or at lower tides when it does break past the breakwater, the wave is significantly offshore of the structure and not impacted. The steepness of the structure and the increased roughness of the grouted boulder construction, as well as the slight rotation further east in comparison to the original structure, all likely have less (is not noticeable) effects on the surf break due to reduced reflection.

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Sharlene Jenkins

From: Paul McPherson
Sent: Wednesday, 29 April 2020 11:10 a.m.
To: All Staff
Subject: Job Done



WDC - Community Projects Team

Project: Raglan Step Screen Installation and Commissioning.

Problem: Growth of Raglan and especially the new Rangitahi Peninsula Subdivision coming online soon requires the Waste Water Treatment Plant to be upgraded to cope with extra Waste Water.

Value: \$447,724

Result: With the upgrade of a new Step Screen, the Raglan Waste Water Treatment Plant will be better equipped to safely treat higher volumes.

April 2020



Sharlene Jenkins

From: Paul McPherson
Sent: Thursday, 30 April 2020 9:55 a.m.
To: All Staff
Subject: Job Done!



WDC - Community Projects Team

Project: District Wide Water Meter Replacements.

Problem: Water consumption charges for each property are based on the volumetric measurement obtained by the property's water meter. Maintaining meter quality and accuracy is essential.

Value: \$295,000

Result: 313 water meters older than 20 years of varying sizes have had full replacements to ensure mechanisms of assets measure correctly and charges are accurately allocated.

April 2020

DONE!



Open Meeting

To	Raglan Community Board Meeting
From	Sue O’Gorman General Manager Customer Support
Date	01 April 2020
Prepared by	Tanya O’Shannessey Monitoring Team Leader
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Freedom Camping review, summer 2019/2020

1. EXECUTIVE SUMMARY

To update the Committee on Freedom Camping in the Raglan area for the summer period November 2019 to February 2020.

2. RECOMMENDATION

THAT the report from the **General Manager Customer Support** be received.

3. ATTACHMENTS

Summary of report to MBIE, February 2020.

4. BACKGROUND

This report has been prepared in response to a request from Cr. Lisa Thomson and Gabrielle Parson.

The request was for an update on Freedom Camping activity in Raglan over the summer months 2019/2020.

The following questions, posed by Cr. Thomson, provide the basis for this report:

- 4.1 *How did staff find this summer, and how did our new approach to freedom camping work?*
- 4.2 *What were the challenges for Waikato District Council (WDC) - we have had some feedback from our community directly, did staff get feedback directly from our community?*
- 4.3 *Do the monitoring staff have suggestions/ideas on how we can improve on what we do?*
- 4.4 *How many infringement notices were given out? Did Raglan have the most freedom campers in our District?*
- 4.5 *Are there any changes that might be considered by WDC?*

5. DISCUSSION

5.1 How did staff find this summer and how did our new approach to freedom camping work?

- Anecdotal reports from compliance staff were positive and the staff felt that a heightened monitoring and education presence in Raglan was beneficial to both the community and tourists.
- Freedom Camping was monitored seven days a week in Raglan and this is reflected in the significant increase of infringement notices issued (149 infringements issued from 01/11/18 to 01/11/19, with 397 issued between 01/11/19 and 29/02/20).
- Although Council increased signage and delivered a communication plan targeting Freedom Campers visiting the District, this was still not enough to deter the large number of non-compliant visitors to the area i.e. those who parked in prohibited areas or made use of non-self-contained vehicles. Staff believe that education and enforcement work well together to achieve better compliance outcomes, rather than punitive measures on their own.

5.2 What were the challenges for WDC – did staff get feedback directly from our community?

- Signage was removed by unknown persons almost as soon as it was erected in some locations (not limited to Raglan). This signage alerted campers to the designation in place and is costly. Staff had to reengage contractors to put signs back.
- A number of infringement waiver requests also cited lack of signage as a reason for infringement reversal. Those who contacted WDC assumed that the lack of signage meant that freedom camping was permitted. These requests did not relate to signage being removed, rather to the inability to signpost every street in Raglan.
- The complaints raised by members of the public to our staff included dissatisfaction with the number of campers, noise and litter.

5.3 Do the monitoring staff have suggestions/ideas on how we can improve what we do?

- WDC staff would like to continue with the Ambassador programme for the following summer and into the future to ensure Council's messaging is embedded – however this is dependent on funding as this year we had funding from MBIE to enable us to take the approach that we did.
- Continue with heightened patrol volumes over the summer months.
- Engage with other Territorial Authorities to establish similar messaging and share successes and learnings.
- Compliance staff believe that Raglan would benefit from having a Restricted area similar to that found in Te Kauwhata and Onewhero. The establishment of such an area would take the strain off residential streets and also facilitate some control over waste disposal, litter and general amenity.

5.4 How many infringement notices were given out? Did Raglan have the most freedom campers?

- Between 01 November 2019 and 29 February 2020, 397 infringements were issued. For the same period last year, 01 November 2018 to 28/02/19, 63 were issued.
- The infringements were issued for freedom camping in a prohibited area or for making use of a non-self-contained vehicle.
- Almost 99% of these were issued in Raglan (this period also coincided with the annual SoundSplash event, during which 66 infringements were issued. Our officers recorded details at each patrol location to form part of the statistics requested by MBIE. A summary of that report is **attached**. Raglan was noted as having 666 potential freedom camping vehicles from a total of 1718 records. Eight locations were targeted for this data, with Raglan having the highest number.

5.5 Changes that might be considered by WDC?

- The team will work through our learnings from this past summer season to guide any possible improvements for the 20/21 period.
- At such a time that the Freedom Camping Bylaw 2016 is reviewed, the monitoring team would be supportive of the establishment of a Restricted area in Raglan.

- **What have been the overall drawbacks from your projects/initiatives?**

As we had quite an ambitious series of initiatives requiring partnership delivery, we were not able to get many of the required partnerships in place within the required timeframes. For example, the ambassador roles are delivered within council rather than a partnership with local community groups as we had hoped for in our initial application. However, we have been working closely with local community groups throughout the peak season and we have been able to build stronger partnerships which we are confident will work for a true partnership arrangement in the 2020/21 peak season.

Recruitment for our enforcement and education roles were challenging within the timeframes. There are some lessons from this season that will be helpful in preparing for the following season.

- **Did you experience any unintended consequences as a result of these initiatives?**

No unintended consequences that we are aware of at this mid-season report, but this is a question we will be raising with local community organisations and Community Boards throughout our district. Any insights regarding unintended consequences will be included in the final report.

- **How many complaints have you received from your community this summer season (an estimate is acceptable)?**

27 service requests / complaints between 1 December 2019 – 31 January 2020, a significant decrease considering this is the peak visitation times for communities such as Raglan. While the decrease in complaints is likely to be due to the increase investment in responsible camping initiatives, it should be noted that overall numbers may also be down on previous years.

As we have limited data available from previous seasons, there are some challenges with benchmarking between this season and previous seasons in terms of overall freedom camping numbers.

- **How many enforcement officers did you employ over summer?**

Two fixed-term enforcement and education staff were recruited for the peak season, in addition to two permanent staff in monitoring and enforcement.

- **Were these enforcement officers contracted out or employed by the council?**

Employed by the council

- **Were these enforcement officers funded by Responsible Camping Funding?**

Yes

- **How many ambassadors did you employ over summer?**

Ambassador roles were combined with enforcement (some of the challenges around our proposed ambassador arrangement are mentioned earlier). However, we found this approach to be really successful, and we recruited an ex-police officer and a police trainee into the roles who had excellent communication and relationship building skills.

- **Were these ambassadors funded by Responsible Camping Funding?**

See above.

- **How many infringements were issued:**

December 2019 – 79 infringements issued January 2020 – 192 infringements issued. The increase in January reflects Raglan’s popularity as a New Year and holiday destination (29 infringements issued on 1 January 2020 for example) and as a destination for the Sound Splash music festival (17-19 January, 66 infringements).

- **Please list the type, method and quantity of educational information you have used (if any) (e.g. brochures – 1000 printed)**

Posters, newspaper advertising, social media campaign, bags for containing rubbish within vehicles with flyer-size sticker promoting Waikato District responsible camping expectations.

- **How have these activities changed camper behaviours?**

Positive Change

- **Are you aware of Tourism New Zealand’s Responsible Camping Summer Campaign? If so, do you have any comments on this campaign?**

Only 3 of the 308 campers that we were able to survey said that they were aware of Tourism New Zealand’s responsible camping summer campaign.

Open Meeting

To	Raglan Community Board
From	Roger MacCulloch General Manager Service Delivery
Date	1 April 2020
Prepared by	Kim Wood Acting Open Spaces Team Leader
Chief Executive Approved	Y
Reference #	RCB2020
Report Title	Manu Bay Hillside Planting Proposal

1. EXECUTIVE SUMMARY

The purpose of this report is to present the proposal for planting on Manu Bay reserve at Raglan and seek feedback from the Board. The proposal is attached.

The area is currently maintained as mown grass however it has been identified as a significant health and safety risk to Waikato District Council contractors due to the steep slope.

The proposed planting would remove this risk and enhance both the ecology and the visual amenity of the site.

Staff will be in attendance to answer any questions.

2. RECOMMENDATION

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

3. ATTACHMENTS

- Specification for ecological enhancement programme at Manu Bay reserve, Raglan

Specification for ecological enhancement programme at Manu Bay reserve, Raglan – Autumn/Winter 2020.

PART 1: SCOPE OF WORKS

1.1 Project outline:

To augment the existing native species planting at Manu Bay reserve, Raglan between eco-enhance Areas 2 and 3, by installing suitable local colonising species to establish some ground cover in the first 3 years, to create habitat and shelter after which climax tree species and understory plants can be installed. As well as providing a detailed work plan, the supplier is expected to assess the weed issues at the reserve, undertake eradication of weeds, supply and install native plants and deliver a 3 year weed control and plant maintenance programme after planting.

1.2 Timeframe:

This project will span 5 WDC financial years, 2019/20, 2020/21 and 2021/22, 2022/23, 2023/2024 with an indicative start date for site preparation in April 2020, planting dependant on ground condition and weather from around May 2020 and weed control and plant releasing ongoing post planting.

1.3 Project Specification:

Goal:

The goal is to establish an area of native species dominated habitat at Manu Bay reserve. This includes:

- Increasing the numbers of native species
- Eradicating weeds whilst preserving native species
- Improving the ecological values and native biodiversity of terrestrial habitats
- To achieve this over the next 5 years.

In scope:

The scope and nature of the services will include but not necessarily be limited to:

- Weed control, native species planting and maintenance on coastal hillside slopes (approximately 3050 m²)
- The production of a Health & Safety plan for the site & activities
- Being a WDC H&S approved contractor
- To prepare the site for planting by eradicating weeds
- To source, supply and install native plant species (ideally locally eco-sourced)
- To maintain the site for 2 or more years after planting (weed control and plant releasing)
- To provide all materials required
- To work with the client to coordinate activities
- Consulting with others as instructed by the client
- To provide regular project reports to include photographic evidence of progress (at least bi-yearly and with invoices).

Not in scope:

The client will provide:

- Access to site
- Plants

Weed control:

Care should be taken to distinguish between non native pampas (eradicate) and native toetoe (leave unharmed).

All materials need to be removed from the site, including all cuttings and pulled weeds. All removed materials need to be disposed off appropriately at the contractor's expense. As this is a sensitive area beside the coastal environs, spraying and use of chemicals should be limited to targeted weeds that cannot be eradicated by other means. Where spraying or chemical use is unavoidable please ensure all mixing and application instructions are followed and personal protective gear and clothing are worn. All chemical applications shall be carried out by qualified, trained personnel and according to the Growsafe Code of Practice for the Safe use of Pesticides and herbicides; NZS 8409 'The Agrochemical Users Code of Practice' and any manufacturers' directions. Extra care should be taken not to allow any chemicals into the water or onto non-target species.

Weeds that may be found on the site and should be eradicated include all Regional Council pest plant species as well as:

Montbretia, gorse, wattle, pampas, willow, thistles, blackberry, Japanese honeysuckle, convolvulus, ivy, rose, saltwater paspalum, privet, inkweed, boneseed, wild ginger, agapanthus, nasturtium, cotoneaster, black nightshade, elephant's ear, heather, gunnerus, tradescantia, canna lily, periwinkle, flag iris, blue morning glory, bamboo, marram grass, non- native palms and woolly nightshade.

Any other weeds found should be eradicated with the agreement of the Parks team, WDC.

A record should be kept and brief report written of the types and amount of weeds eradicated. Photographic evidence should be included in the report.

1.4 Special conditions:

Any special conditions and final project specifications to be agreed with Ben Wolf, WDC.

1.5 Indicative species list – Colonisers - Year 1

Scientific Name	Common Name	Container Size	May 2020 quantity
<i>Coprosma repens</i>	taupata	PB3	90
<i>Kunzea ericoides</i>	kanuka	PB3	150
<i>Coprosma crassifolia</i>		PB3	60
<i>Phormium cookianum</i>	mountain flax	PB3	400
<i>Phormium tenax</i>	harakeke	PB3	400
<i>Pseudopanax lessonii</i>	houpara	PB3	50
<i>Veronica stricta</i>	koromiko	PB3	50
Totals			1,200

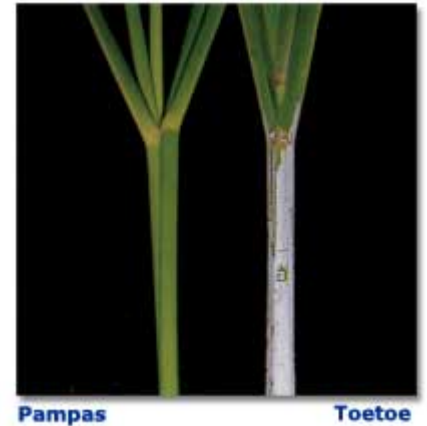


Area 4 native species planting zone

Appendix A

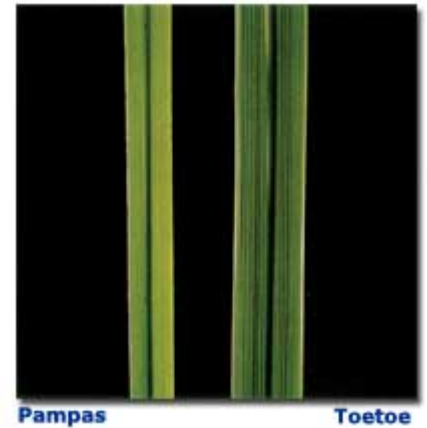
Differences between pampas and native toetoe - leaf characteristics

No white on Pampas at leaf bottom,
Waxy white surface at base of stem on native Toe toe



Pampas leaves curl like wood shavings, Toe toe does not.

Only one mid rib vein on pampas, compared to
3 main veins on Toe toe.



Pampas		Native toetoe
<i>C. selloana</i>	<i>C. jubata</i>	<i>C. fulvida</i> , <i>C. richardii</i> , <i>C. toetoe</i> , <i>C. splendens</i>
Leaf base smooth or sparsely hairy. No waxy surface.	Leaf base and base flower stalk generally very hairy. No waxy surface.	Leaf base has white waxy surface.
Large numbers of leaf tips visible at all heights above ground level.	Leaf tips mainly at ground level and much less visible.	
Upper leaf surface bluish-green, lower surface dark green.	Both leaf surfaces usually dark green.	
Snap readily when given a sharp tug. Conspicuous midrib. Does not continue into leaf base.		Do not snap readily. Midrib continues into leaf base.
No distinct secondary veins between midrib and leaf edge.		Distinct secondary veins between midrib and leaf edge.
Dead leaf bases hang down and form spirals. Plant builds up on a base of dead leaves, which resemble wood shavings.		Dead leaves droop but do not form a spiral.

Open Meeting

To	Raglan Community Board
From	Clive Morgan General Manager Community Growth
Date	17 March 2020
Prepared by	Melissa Russo Corporate Planning Team Leader
Chief Executive Approved	Y
Reference #	GOV0502 / 2544634
Report Title	Long Term Plan 2021-31

1. EXECUTIVE SUMMARY

Every three years councils are required to produce a long term plan (LTP). A Long Term Plan identifies what we plan to do over the next 10 years, how much it will cost and who will pay for it.

The purpose of this report is to provide information to the Raglan Community Board on the 2021 Long Term Plan to enable them to be informed and get involved as they see fit.

The Long Term Plan Project Manager will be in attendance to do a presentation to the Raglan Community Board on the Long Term Plan 2021-31.

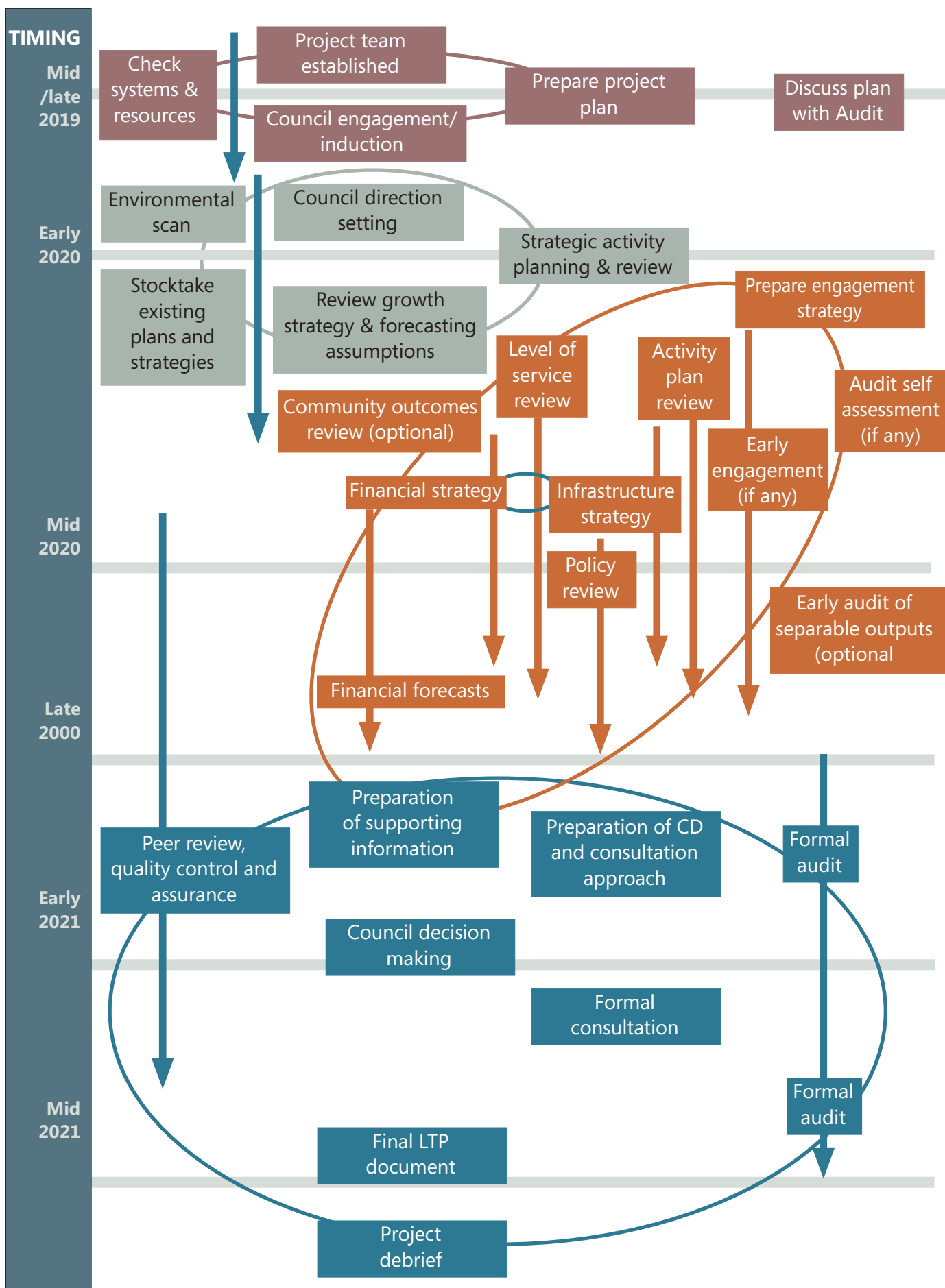
Attached to this report is a high level timeline produced by the Society of Local Government Managers (SOLGM). This is considered best practice and WDC will be using these timelines as a guide.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. ATTACHMENTS

Attachment 1 – LTP key dates (SOLGM)



Open Meeting

To	Raglan Community Board
From	Clive Morgan General Manager Community Growth
Date	11 June 2020
Prepared by	Stacey Solomon Corporate Planner
Chief Executive Approved	Y
Reference #	GOV0502 / 2543050
Report Title	Consultation on the draft Raglan (Whaingaroa) Coastal Reserve Management Plan

I. EXECUTIVE SUMMARY

This report is to update the Raglan Community Board (RCB) on the consultation for the draft Raglan (Whaingaroa) Coastal Reserves Management Plan (RMP).

At its meeting on 10 February 2020, the Infrastructure Committee approved a 2 month consultation on the draft RMP, to be carried out between 25 March 2020 and 25 May 2020 in accordance with section 41(6) of the Reserves Act 1977. However, the decision was made to delay consultation until later in the year due to Covid-19 restrictions.

New dates for consultation have been tentatively confirmed and are as follows:

- Consultation opens *7 October 2020*
- Consultation closes *7 December 2020*

Over the course of the consultation staff plan to have drop-in sessions with the community. The dates for these are to be confirmed, however it is envisioned that at least one of these sessions will be at the reserves themselves.

A public hearing will be scheduled for early 2021, and those who indicate that they would like to speak to their submissions will be invited to do so. The hearing panel will consider all submissions that are made on the draft, and will consist of two Councillors and one Waikato-Tainui representative.

The draft plan covers three Raglan reserves – Manu Bay, Wainui, and Papahua reserves. Attached to the staff report is a copy of the draft RMP.

Staff would like to work with RCB to develop the consultation material and engagement approach for this RMP.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. BACKGROUND

Management planning is intended to enable the administering body to establish the desired mix of use and protection for reserves, and to set in place policy to guide day to day management. Determining community preferences and establishing the best means to provide for them is essential for good management planning.

In early November 2018 public notices were placed in newspapers districtwide and on Council's website calling for ideas and suggestions as to what should be included/excluded within a Reserve Management Plan for the Raglan coastal reserves (s.41(5a)). Where possible, feedback received during early engagement and from discussion with mana whenua has been included in the draft plan.

Raglan (Whaingaroa) Coastal Reserves – Papahua, Wainui and Manu Bay

The Raglan (Whaingaroa) Coastal Reserves Management Plan presents a framework for the future management and development of Papahua, Wainui and Manu Bay Reserves. It is a review of the previous plans for Wainui Reserve (adopted by Waikato District Council in 2011) and Manu Bay Reserve (adopted by Council in 1996). This is the first reserve plan prepared for Papahua Reserve.

It is proposed to cover all three reserves in one management plan.

4. ATTACHMENTS

The following documents are attached to this report:

- Attachment I - Waikato District Council Draft Raglan (Whaingaroa) Coastal Reserve Management Plan



DRAFT RAGLAN (WHAINGAROA) COASTAL RESERVES:

PAPAHUA

WAINUI

MANU BAY

RESERVE MANAGEMENT PLAN

December 2019

Front piece photograph

Raglan Harbour entrance 1955; "Waikato, view along the coast to the mouth of Raglan Harbour and Raglan Township, with farmland and Mt Karioi beyond". Photograph Reference: WA-38851-F. Alexander Turnbull Library, Wellington, New Zealand. /records/23527140

This Reserves Management Plan has been prepared by Waikato District Council (the Council) under the provisions of the Reserves Act 1977 Section 41, with support and guidance from local mana whenua.

Adopted on #####

Process timeline

Call for suggestions March 2019

Draft Management Plan released for submissions

Submissions closed

Hearing

Management plan adopted

Waikato District Council meeting #####

Outline of Plan

This plan is split into the following parts:

Part A: General Overview; Introduction, background to legislation, management plan process.

Part B: Papahua Reserve

Part C: Manu Bay Reserve

Part D: Wainui Reserve

Appendices

This document should be read in conjunction with the **Waikato District General Policies Management Plan**. Where any issue on a reserve is addressed by both the General Policies Management Plan and this management plan, then the policies in this management plan will take precedence over the General Policies.

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Part A - General Overview

A.1 Introduction

The Raglan (Whaingaroa) Coastal Reserve (RCR) Management Plan presents a framework for the future management and development of Papahua, Wainui and Manu Bay Reserves.

This new draft plan a review of the previous plans for Wainui Reserve adopted by Waikato District Council (Council) in 2011, and Manu Bay Reserve adopted by Council in 1996.

This is the first reserve plan prepared for Papahua Reserve.

Raglan / Whaingaroa Coastal Reserves

Raglan (Whaingaroa) is a popular tourist and holiday destination, being situated 46km west of Hamilton and 50 km south west of Ngaruawahia.

Outside of the main shops and cafes, the key destinations for visitors and locals in Raglan are the beaches used for swimming, surfing, walking and other active or passive pursuits.

This Reserve Management Plan covers the three coastal reserves that attract the majority of visitors to the Raglan/Whaingaroa area: Refer to Figure 1 map on following page for reserve locations.

Papahua Reserve (formerly known as Kopua Domain and Raglan Domain) situated on a sand spit just west of the main Raglan shopping area and on the southern shores of the Raglan harbour, Papahua is a large reserve that includes public picnic facilities, playgrounds, bike/skate parks, and the Raglan Campground.

Linked to the Raglan township by a bridge over the Opororu Creek, Papahua is the most accessible of these reserves for locals and visitors. The number of visitors coming to this reserve is estimated at approximately 600,000 per annum.

Wainui Reserve, situated 4.5km west of the Raglan township, and positioned on part of the southern headland to the Raglan harbour, is a the largest reserve that incorporates farming, forestry, bush land and public access to Ngarunui Beach, where swimming and surfing are the main attractions. A surf club is established above Ngaruni Beach and provides surf patrols every weekend, and every day from Labour Weekend to Easter Weekend. Tracks through the reserve provide access options for walkers, bikers and horse riders, while the farmed open ridgelines provide for visitor views, hang-gliding and other aerial activities.

Public access to the reserve is via vehicle or along footpaths linking the town centre, through Papahua Reserve, along road berms and along walking tracks into Wainui reserve. Estimated visitor numbers are approximately 500,000 per annum.

Manu Bay Reserve (also known as Waikeri), situated 7.5 km southwest from the Raglan township, is located on a north facing promontory that has become a well-known and popular surfing destination with its left hand break over a boulder beach. Located on the reserve are public amenities, parking and a public boat ramp.

Access to Manu Bay reserve is predominantly by vehicle as walking and/or cycling tracks do not currently link to this reserve due to steep terrain, narrow roads and private land. Visitor numbers are estimated at approximately 300,000 per annum.

Figure I: Location of Papahua / Wainui and Manu Bay Reserves



- A. Papahua Reserve
- B. Wainui Reserve
- C. Manu Bay Reserve

A.2 Legislative and Planning Policy Framework

There are several legislative and policy planning documents that affect the development, management and use of these Reserves, including the Waikato District Council General Policies Reserve Management Plan. Reserves are required to be managed in accordance with their classification under the Reserves Act 1977 and other applicable legislation, such as the Historic Places Act 1993. The reserve must also adhere to relevant Waikato District Council planning documents and policy, as well as other governmental body policies and bylaws that apply to the reserve area.

A.2.1 Reserves Act 1977

The Reserves Act 1977 requires Waikato District Council to develop a reserve management plan for all recreation reserves under its jurisdiction:

“The management plan shall provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out...for a reserve of that classification.”

In accordance with the Reserves Act 1977, this management plan will remain under continuous review.

A.2.2 Waikato District Council General Policies Reserve Management Plan

Waikato District Council's General Policies Reserves Management Plan identifies Council's responsibilities and roles regarding the provision of recreational facilities including the purchase, development and sale of reserves. This policy document sets out objectives and policies that identify the principles and process for decision-making related to the provision of reserve and recreation facilities. This document should be read in conjunction with the individual reserve management plans in this document.

A.2.3 Heritage New Zealand Pouhere Taonga Act 2014

The Heritage New Zealand Pouhere Taonga (Heritage NZPT) promotes:

“Our heritage is valued, respected and preserved for present and future generations

Ko ā tātau taonga tuku iho, e kaingākaupuni ana, e whakanuitia ana, e tiakina ana mō ā tātau whakatipuranga, o nāianeji, o ā muri iho nei.”

Within this act, an archaeological site is identified as a place where activity has occurred prior to 1900. The Heritage NZPT Act applies to all archaeological sites, both those that have been recorded and also those that have not. Before any modification, damage, or destruction of any archaeological site an authority needs to be granted by the Heritage NZPT.

A.2.4 Resource Management Act 1991

The purpose of the Resource Management Act 1991 is to promote the sustainable management of natural and physical resources. The Act provides regulatory mechanisms that impact on the type and effect of permitted behaviour within the reserve.

Waikato District Council's District Plan has been developed in accordance with the Resource Management Act 1991. The purpose of the District Plan is defined as:

“to assist territorial authorities to carry out their functions in order to achieve the purpose of this Act” (S. 72)

When preparing or changing a District Plan, Councils are required to give regard to management plans and strategies prepared under other Acts. The District Plan provides rules (e.g. noise control) that affect the use and management of the reserve.

A.2.5 Bylaws

There are existing bylaws that apply to the use of Council land and may impact on user behaviour at the reserve. Bylaws applying to these reserves include the Waikato District Council's: Dog Control Bylaw 2015; Fires in Open Air Bylaw 2012, Freedom Camping Bylaw 2016, Public places Bylaw 2016, Reserves and Beaches Bylaw 2016.

A.2.6 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.

A.3 Reserve Management Plan Process

The development of this plan follows a reserve management planning process as detailed in the table below:



B.I Papahua Reserve



Papahua & Te Kopua, 1966; Whites Aviation; Raglan, Waikato District.

Photograph Reference: WA-66441-F. Alexander Turnbull Library, Wellington, New Zealand. /records/22830265

B.1.1 Brief description

Papahua reserve (formerly known as Kopua Domain and Raglan Domain), is a 12 hectare reserve that includes public picnic facilities, playground, bike and skate parks, some sportsfields and the Raglan Campground (formerly the Kopua Domain campground). Also located within the reserve is Papahua No.3, an area held under Maaori title to Ngaati Hourua – Ngaati Maahanga as an urupa¹.

Tainui waka descendants Ngaati Hourua and Ngaati Maahanga continue to occupy the adjacent and surrounding land areas. Originally Maaori land, this area was excluded from the initial European land purchase for the settlement of the Raglan township in 1851.

Papahua is located on the end of a sand spit at the confluence of the Opotoru river and the Whaingaroa harbour. Papahua provides access for swimming, with a boat ramp in the Opotoru Creek for kayaks/canoes and small to mid-sized boat launching.

The Raglan Town Board wished to acquire the Papahua land in 1915 from the Crown but was advised it was in Maori title and they were required to consult with the owners. In 1919 at a judicial sitting in Raglan, the Native Land Court determined that 34 acres of the Papahua block belonged to Ngati Mahanga Hourua. The land was then vested in the Waikato Maniapoto Land Board (whose members were Pākeha) who acted as administrators.

In 1923 the Raglan Town Board made a formal approach to Ngati Mahanga Hourua requesting that a ‘gift’ be made of Papahua to the Board. Under pressure from land legislation inimical to Maori land interests Ngati Mahanga Hourua made a decision to make a customary transfer (tuku whenua) of Papahua to the Board which maintained the tribal interest whilst including the Board.

B.1.2 Legal Description / reserve

The legal title of this land is shown in Figure 2.

Part Papahua No.2 Block, being 11.1967 hectares, held by the Crown as recreation reserve subject to the Reserves Act 1977 and administered by the Waikato District Council by Reorganisation Order 1989, NZ Gazette 1989, page 2460.

Section 2 Block 1, Karori Survey District, being 8852 square metres held by the Crown as recreation reserve in NZ Gazette 1957 page 2705, and administered by the Waikato District Council by Reorganisation Order 1989, NZ Gazette 1989, page 2460.

Note 1.: Papahua No.3 Block is set apart as a Maaori reserve for the purpose of a urupa for cultural and historic purposes, NZ Gazette 1990, page 3434.

Note 2.: Part of the former Papahua No2 Block (approximately 2.3 hectares) was taken by the Crown in 1941 by NZ Gazette 1941 page 2789 for defence purposes. This land acquisition also included all Papahua No.1 and Te Kopua blocks. This land currently forms part of the Raglan aerodrome being Lot 2 DPS 14166 and is not

¹ Urupa: a cemetery or burial site.

included as part of this reserve management plan, as the land is held for a different purpose (local purpose – aerodrome).

Figure 2: Aerial View of Papahua Reserve, identifying land parcels



Waikato District Council GIS Aerial Image – 2014

B.1.3 Historical and Cultural Context

Papahua has been occupied by closely related west coast hapū since the arrival of the waka of Tainui at Kawhia. The historical narratives are lengthy, diverse, complex, exhilarating, woven through a whakapapa framework that provide the foundation for useage rights to land. Ngati Mahanga/Hourua, Ngati Koata, Ngati Tahinga are closely related but maintain their own specific land interests.

While traversing the west coast from Manukau to Kawhia the waka of Tainui is said to have anchored outside the Kawa stream south of the Port Waikato in order to obtain fresh water supplies. A small outrigger (Takere Aotea) was sent ashore, the water was found to be a mixture of salt and fresh water hence the name 'kawa' sour or unpleasant to taste.

Ngaati Mahanga

Ngaati Mahanga is named from their ancestor, Maahanga who was born at Waikaretu Te Akau but occupied the Waipa area on reaching adulthood. There is evidence of extensive early Maaori activity and settlement around Whaiaingaroa Harbour, the area which is confirmed by numerous recorded archaeological sites ranging from pa to shell middens within Whaiaingaroa.

Whaiaingaroa came under direct Ngaati Maahanga occupation in the early 1800s. Te Awaitaia was a Ngati Mahanga leader of high rank, a military strategist, negotiator, and diplomat who in the 1820s took Whaiaingaroa by raupatu (conquest) of Ngaati Koata in a prolonged series of battles. Ngati Koata were driven to seek refuge with Ngati Toa who in 1820 migrated south taking many Ngati Koata families with them. Those Ngati Koata who wished to remain were brought back to Whaiaingaroa by Te Awaitaia to re occupy their lands.

In the 1830s Te Awaitaia came under the influence of Wesleyan missionary William White who set up mission stations along the coast including Kawhia and Whaiaingaroa. Te Awaitaia converted to Christianity in 1836 and as was the practise then, assumed an English name William Naylor or Wi Neera. He became a signatory to the Treaty of Waitangi in 1840. In March 1851 Te Awaitaia and other tribal leaders sold a large block of land , (Whaiaingaroa Block) to the Crown, the current Raglan township is a part of the block. It was one of the earliest land sales within the Waikato area that allowed for Pakeha settlement.

Travel and commerce for goods were via coastal shipping, inland roads were non existent apart from the main rivers, Maori and Pakeha vessels were numerous and regular callers at the Whaiaingaroa port which provided a safe anchorage once the harbour bar had been negotiated. The provision of land for settlement coupled with the abundance of natural resources laid the foundation for the development of Raglan township.

Oporu inlet runs between the township and Papahua. Access was via private boat or ferry from Rokikore (the sandspit point opposite the existing jetty at the end of Bow St).

Te Awaitaia died on 27 April 1866 and was buried in the urupa 'Tūahu' at Papahua. A memorial monument erected by the Crown in 1870 which was originally sited on the Ngati Mahanga/Hourua tribal reserve at Putoitoi (Raglan township) was relocated to Papahua in 1987. The original epitaph on Te Awaitaia's headstone read "Kia mau ki te ture".

During the period leading up to 1920, several approaches were made by the Raglan Town Board to the Maori Land Board to transfer the land at Papahua to be a reserve. As this was Maori freehold land, Raglan Town Board were required to apply direct to the land owners.

The land known as Papahua was transferred to the Raglan Town Board in 1923 as a “tuku” or customary exchange that recognised mutuality of benefit and obligation between two distinct parties.

Conditions accompanied the exchange:

1. Land be a public reserve
2. Land be transferred to the Raglan Town Board / Crown
3. Raglan Town Board would derive no benefit from the land
4. Reserve and mainland be connected by a bridge
5. Burial ground on the beach be preserved and the monument in the main street be moved to the reserve
6. Both Pakeha and Maori have equal rights over the land ie both Crown and Tribe.

After Papahua No. 2 land came into the Raglan Town Board’s control there was a proposal considered by the Raglan Town Board to lay out a camping ground, children’s play area and a residential subdivision on the land, however this later option didn’t proceed as the Government questioned whether it was in keeping with the intent of the original gifting of the land. The land was instead developed over time for camping and recreational purposes.

The reserve was vested in the Raglan County Council in 1941. In 1950, the reserve was then transferred to the Crown for recreation purposes, and became Kopua Domain where the Raglan County Council were appointed to manage and control the land.

In 1980 the land was classified as Raglan Recreation Reserve and then later became known as Te Kopua Reserve and then transferred to the Waikato District Council through the local government reorganisation in 1989. This land area has also been known as Putoetoe Point², being on opposite bank to the Putoetoe Redoubt, and as Rokikore.

In 2018 Ngaati Maahanga sought to have Council recognise the original name of the reserve to Papahua Reserve/Papahua Block to reflect the history and origins of the land.

For a more detailed listing of the history of this site, refer to Appendix A – Papahua Historical Timeline.

² Land Information New Zealand map BD32 - Raglan

B.1.4 Reserve Uses

Papahua Reserve is split into two distinctive zones – camping and recreation.

Raglan Holiday Park - (No. 1 on map, refer to Figure 3).

(Formerly known as Raglan Domain Campground or Te Kopua Holiday Park).

The holiday park / campground, occupying approximately 5.0 hectares of reserve land is managed by Council and receives guidance from the Raglan Park Board of governance. The Board is a sub committee of Council pursuant to Clause 30 of Schedule 7 of the Local Government Act 2002.

Raglan Holiday Park provides 300 power and tent sites plus cabin and bunk room accommodation. Campground facilities include a large communal kitchen, BBQ area, toilet and laundry facilities and children's playground. Occupancy at the Holiday Park is extremely high over the summer, with sites being completely booked out from end of December to early March.

Membership of the Campground Board includes the Chair of the Raglan Community Board, the Raglan Ward councillor, two Mana Whenua representatives, a representative of Raglan businesses and a representative of the Community. Whilst the Campground Board of Management is primarily responsible for the camping ground, it has undertaken joint development in the wider reserve including joint development of the BMX track and an exercise circuit.

The public use of the campground area of Papahua Reserve, requires users to pay a daily fee for the use of a site and camp ground facilities.

Remainder of Papahua Reserve

Council currently is responsible for development and maintenance of the Papahua Reserve, and has developed most of the physical infrastructure outside the camp ground and maintains all physical infrastructure.

Current facilities on Papahua are illustrated in Figure 3 and include:

2. Takeaway / reserve shop (under lease)
3. BMX / Scooter track
4. Skatepark
5. Toilet facilities
6. Picnic facilities
7. Half-court
8. Foot bridge link
9. Children's playground
10. Open space / playing fields
11. Toilet facility
12. Boat ramp

Figure 3: Facilities on Papahua



B.1.5 Reserve Issues

Reserve issues can be identified in two different groups:

1. Environmental: Coastal Erosion and Sea Level Changes

Whaingaroa Harbour is a drowned river valley system with a shoreline of diverse geomorphological structures. The Papahua / Te Kopua sand spit forms the southern coast of the Whaingaroa Harbour with its northern shoreline characterised by a sandy beach and backed by dunes of various heights. As this land spit is immediately inside the harbour entrance, this area can be subject to high velocity tidal currents and periodic swell waves through the harbour entrance. These swell waves result in a net eastwards directed longshore sediment movement along the Wainamu Beach³.

Sea level change – with projected sea level rises, this will affect some of the future use of the reserve. During heavy rain periods and often in relation with high tide and with strong westerly on-shore swells, some with the open space / football field area being inundated with ground water / salt water. The campground has a stormwater pump that pumps excess water away from the campground.

2. People: Activities, Impacts and Numbers

Papahua is a popular destination in Raglan and well used. The range of facilities and activities include safe swimming beach access, coast line access, recently developed playground equipment, a skate park, BMX tracks, toilets and changing facilities, football fields, shop/takeaways, an exercise circuit, boat ramp access to the inlet, and vehicle parking. There is pedestrian access via bridge to Raglan Township. The popular Raglan Holiday Park campground provides 300 power and tent sites plus cabin and bunk room accommodation, and facilities.

There is little data of the numbers of visitors to Papahua either via vehicle or pedestrian access from surrounding areas including over the bridge from Raglan township, except to detail that the reserve is often full of people and activities, particularly during the December – April summer period and fine weekends outside of the summer period.

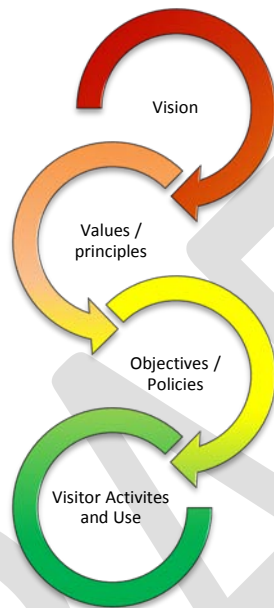
The high number of day visitors is often reflected with full carparks, cars and trailers parking along the access roads and cars then being allowed to park on the open space / sportsfield area. There are also minor people conflicts of the different activities happening in this area, sometimes between water based activities – boats accessing the harbor – boat ramp and swimmers in the Opoturu estuary / swimmers jumping off the footbridge, and large groups having organized events including ball games, and smaller family groups.

As there is finite space for people and their activities, guidelines and rules will be required to ensure that visitors have a safe and enjoyable experience.

³ Dahm J, Gibberd B, 2010, Te Kopua Spit – Raglan Coastal Hazards and Setback Recommendations, Environment Waikato, page 3

B.2 Papahua - Management Plan Vision

To ensure that the cultural, environmental and recreation resources of Papahua are protected through co management with local mana whenua .



B.2.1 Core values and principles

The values expressed in this section weave together mana whenua views and the diverse connections all people have to Papahua.

Papahua is a treasure and is to be protected in perpetuity.

Papahua provides for recreation activities including access to the coastal margins.

The land space is limited; therefore some activities may not be appropriate on this land.

B.3.1 Objectives, Policies and Implementation

These objectives have been developed to guide the development, management and use of Papahua Reserve. These objectives seek to maximise the vision of Papahua Reserve as a cultural and historic site, to protect the coastal environment and maintain an area that provides for a high level of recreation amenities for visitor enjoyment.

Where any issue on a reserve is addressed by both the General Policies Management Plan and this management plan, then the policies in this management plan will take precedence over the General Policies.

B.3.2 Guardianship and Protection - Kaitiakitanga

Guardian / stewardship / trust / Co Governance

Objective

B.3.2.A Recognise the tuku that allowed Papahua to become a public reserve.

B3.2.B Enable Ngaati Maahanga and Council to co-govern together to administer and maintain Papahua as a public reserve.

Policies

B3.2.i Collaborate with, develop and maintain a co-governance relationship with Ngaati Maahanga, to ensure use and development of Papahua meets their expectations.

B3.2.ii Consult / collaborate and maintain a partnership relationship with local mana whenua, including hapu, marae and Waikato Tainui to ensure use and development of Papahua meets their and the wider community expectations.

Explanation

This highlights the special relationship that Ngaati Maahanga have with Papahua, which has significance as a site of cultural and historic significance.

Descendants of Ngaati Maahanga gave the land as a tuku (gift of use) that included provisions that both Maaori and Pakeha would have equal rights to use the land. Ngaati Maahanga were not giving up their customary right to the land, this tuku allowed for public access and use of the land, under the conditions that it was given. As part of their role as mana whenua, they are responsible for the kaitiaki (spiritual guardianship) on behalf of themselves and the wider iwi of the Wahingaroa area. To strengthen a future working relationship, Council and Ngaati Maahanga will establish a working relationship to partner on management decisions for the future well-being of this land.

It is important that the community and visitors to Papahua understand the meaning of this tuku, and that they are supportive of the outcomes of this plan.

Actions to Implement

B.3.2.a **Recognition:** honouring the past, sharing the story

- Identify Ngaati Maahanga's mana whenua to the land through their identification of key sites for protection and recognition.
- Ensure the stories of the people and the land are present and visible.
- Mana whenua are re-connected to their stories – recognition of mana whenua and the land

B.3.2.b **Partnership:** Implement a co-management agreement with Ngaati Maahanga

B.3.2.c **Participation:** Council and Naagti Maahanga agree to develop and implement a three yearly plan to achieve the outcomes of this management plan

B.3.2.d **Respect:** people, working together

- Acknowledgement of relationship with Hourua-Maahanga
- Identify and clearly define the role of the advisory Boards (Raglan – Camp board), including clarity details roles / custodianship / responsibilities
- Ensuring all manuwhiri / visitors – come to a safe environment

B.3.3 Cultural / Historical Heritage - Ngaa Taonga Tuki Iho

Objectives

B3.3.A Retain, promote an understanding of, the historical and cultural values of Papahua

B3.3.B Archaeological and historic sites within the reserve are protected through appropriate management actions.

Policies

B3.3.i Maintain the cultural values and features of Papahua and provide information on historical events and locations that are associated to the site

B3.3.ii All archaeological sites will be managed in accordance with Heritage New Zealand guidelines.

B3.3.iii Signage depicting the location and nature of archaeological sites should only occur in agreement with local mana whenua wishes.

Explanation

It is important that there is recognition of Ngaati Maahanga's relationship to this land.

Council and Ngaati Maahanga together will work with key stake holders, being the Raglan Camp Board and the Raglan community, to protect and manage archaeological sites, historic sites and values.

Council will ensure that Ngaati Maahanga are a key partner in any archaeological and waahi tapu discovery, including site identification and management.

Actions to implement

B.3.3.a Partnership – reflecting Te Tiriti o Waitangi and tuku

- Protect and manage waahi tapu

B.3.3.b Develop interpretive signage that provides visitors with an understanding of the cultural and historic values of this area

B.3.3.c Ensure that Council staff and contractors are aware of Councils accidental discovery protocols in regard to the uncovering of cultural or historical artefacts and/or remains.

B.3.3.d Support the installation of pou or other appropriate artwork that reflects Ngaati Maahanga's relationship to this land.

B.3.4 Environment - Taiao

Objective

B.3.4.A Papahua's ecological values are enhanced, protected and maintained

B.3.4.B Ensure the landscape values of Papahua are maintained

Policies

B.3.4.i Sustainable coastal dune management shall be undertaken as much as practicable to review and improve the coastal dune margins.

B.3.4.ii Maintain a working relationship with mana whenua and other government agencies to develop, maintain and create awareness relating to the ecological values of the dunes and coastal margins.

B.3.4.iii Collaboration with community groups should occur to assist revegetation of the estuary dune areas and coastal margins.

B.3.4.iv Maintain and enhance the landscape values of the reserve, including the open space nature and estuary views.

Explanation

The dunes on the Whaingaroa/Raglan harbour side of the reserve form a coastal barrier between the land and sea. Papahua is a coastal sand dune/ sand bar, which has undergone major modifications due to European influences over the last century. The main environmental concerns at Papahua is the impact of coastal erosion on the harbour side of the reserve, and the potential impacts of sea level rise on this low lying reserve area.

High wave action can have an immediate impact along the harbour edge dunes, whilst the gradual rebuilding of the dunes is often not observed. Human impact including the trampling of dune plants inhibits the ability of dunes to recover and rebuild. These areas need to be protected as healthy dunes are wide, gently sloping and have many diverse dune plants to help anchor them, plus catch and bind wind blown sand.

Dune enhancement and protection activities have been undertaken over many years. This activity needs to be extended further around the water margins of the reserve to ensure that sand dunes are retained, visitors are informed of the importance to protect these areas, and to enhance visitor experiences of the reserve.

Actions to Implement

B.3.4.a Maintain specimen trees and succession planting of new trees

B.3.4.b Monitoring health of specimen trees and undertaking arboriculture work as required

B.3.4.c Where trees and shrubs are used to screen buildings, take into account public safety and graffiti control issues identified through Crime Prevention Through Environmental Design Principals (CPTED)

B.3.4.d Maintain a dune enhancement and protection programme, which focuses on planting and maintenance, education, cultural restoration and community involvement.

B.3.4.e Continue monitoring of dune changes and erosion along harbour foreshore.

B.3.4.f Encourage visitors and camp users to use only identified access routes between the reserve and harbour / estuary areas.

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B.3.5 Recreation and Leisure- Ngaa Takaro Puangi

Objective

B.3.5.A Recreational opportunities allow for multiple reserve uses whilst maintaining a low impact on Papahua.

B.3.5.B Recreation activities at Papahua are to be sustainable and allow for generation of monies to pay for the maintenance and development of the reserve.

Policies

B.3.5.i Recreational activities should not compromise the enjoyment of other reserve users.

B.3.5.ii Reserve events shall be managed to ensure that these events have no impact on the environment and other reserve users.

B.3.5.iii All commercial activities, events and mobile concessionaires will be required to have a licence to operate from the Waikato District Council and operate in accordance to agreements and rules.

B.3.5.iv Any monetary funds generated through activities, concessions, events or user fees generated through the use of the whole of Papahua, will be used to maintain and develop the whole of this reserve area.

Activities in Papahua Reserve

	Permitted	Restricted	Prohibited	Notes
Camping		○		Campground area only
Concessions / lease / licence		○		May be restricted to specific sites and conditions for the activity
Dogs		○		Restricted to particular sites, refer Council Dog Bylaws
Drones			X	Not permitted due to location of adjoining airfield
Events		○		Restricted to specific sites and conditions for the activity
Fires / fireworks			X	
Fishing	Y			Walking and boating access
Hang gliding / parapenting		○		Restricted to specific sites and conditions for the activity
Horse riding			X	
Hunting			X	
Mountain biking / E bikes	Y			On designated trails only and roadways
Motorised vehicles off-road			X	All areas of park

	Permitted	Restricted	Prohibited	Notes
Scooters	Y			Roadways/ designated tracks only
Swimming / surfing	Y			
Walking / running / jogging	Y			

Explanation

Papahua is one of the highest used reserves in the Raglan area. Most of the reserve has been modified to provide for a range of activities, including the Raglan Campground, carparks, boat ramp, sports fields, children's playground, bmx and skate areas and the open space areas for public use.

Papahua is an area where there is a sharing of cultural, heritage, environmental and recreational values with the community and visitors.

Most visitors enjoy the coastal margins of this reserve, including swimming, walking and relaxing. A footbridge provides pedestrian access to the reserve over the Oporuru estuary from the central Raglan township area.

Based on the six tuku conditions that are allowed for on this land, any commercial activities on this land should support the ongoing maintenance and development of the reserve, thus re-investing back into the land for to maintain the reserve values with a focus on public access, education and enjoyment.

Leases: The Raglan Holiday Park is operated as a business unit by the Waikato District Council. As such they have an occupational lease over the land occupied by the campground, this restricts other public activities being able to be undertaken on this land.

Community events: Any groups wishing to use the reserve for a community event will need to apply to Council via the booking system to ensure that the area is available, and to allow maintenance to be programmed. Currently there are no fees and charges in Council's Fees and Charges Policy, although this may be amended during the next review of this policy.

Concessions: Any concession for use of part of the reserve will define and limit the area in which the activity is to be carried out. Concessions will not provide for the exclusive use of part of the reserve (ie as in a lease), and will not disadvantage public use of the reserve. Any concession permitted by Council will be specific to the operator and not be transferable and will be for a specified period with no automatic right of renewal.

Part of the open space area at Papahua is used as football fields. The local club have requested more field space and for drainage of this land. Due to the high water table just below the ground surface (0.2-0.5m), drainage of this area is not practical. It is suggested that the football club undertake the transition to other fields within the Raglan area during the life of this management plan.

Actions to implement

B.3.5.a Maintain current playground areas as safe and accessible.

B.3.5.b Maintain current amount of car parking, with no further hard surfacing of the land

B.3.5.c Enhance current walkways, and support pedestrian and cycling linkages through Papahua to other public destinations.

B.3.5.d Review campground terms of conditions for operation, define boundaries of campground and identify process role of campground to support the maintenance and development of all of Papahua.

B.3.5.e Support the relocation of the Raglan Football Club to alternative fields, either within the Raglan Recreation Centre / sports hub field complex or other sports based reserves.

B.3.5.f Promote opportunities for the community and public to be involved in the enhancement of the cultural, heritage, and environmental values of Papahua.

B.3.5.g Community events are supported, encouraged and managed based on Councils event guidelines. Council will consider applications for one-off community events using the following criteria;

- The impacts of any exclusive use on existing users
- Any potential degree of negative impact on the reserve
- Holding events outside of the Christmas Holiday period (20 Dec – 6 Feb) (are discouraged) to reduce impact on the reserve, other visitors using the reserve and surrounding Raglan township / community.

B.3.6 Accessibility and Information - Whakatapoko

Objective

B.3.6.A Manage access onto Papahua to meet the management requirements to protect reserve values and existing use.

B.3.6.B Access to the Raglan Holiday Park is restricted to registered users only.

B.3.6.C To provide sufficient signs of a design appropriate to the park to facilitate public use and enjoyment of the outdoor recreational environment.

Policies

B.3.6.i Where appropriate, provide a range of access options onto Papahua to cater for all levels of accessibility.

B.3.6.ii Users of the Raglan Holiday Park (campground) are required to be registered at the camp office and pay a user fee.

B.3.6.iii Papahua may be closed to public vehicular access during the hours of darkness to ensure public health and safety and safe management of facilities.

B.3.6.iv Waikato District Council may close all or part of Papahua due to a range of natural events or occurrences, including but not limited to: existing forecast weather events, flooding, unstable ground, tree damage, impacts of people or events on the reserve or other similar events.

B.3.6.vi The Waikato District Council Dog Control Bylaw 2015 takes precedence for all dogs in parks or reserve areas.

B.3.6.vii Signs shall be provided to give clear and positive guidance to assist public enjoyment of the reserve

B.3.6.viii The number and size of signs in the reserve shall be kept to a minimum to avoid visual detracting from the “natural” environment

B.3.6.ix All development within the reserve shall take into consideration the requirement of ensuring the development provides for universal access / accessible to all people.

Explanation

Council wishes to maintain Papahua as a safe environment for locals and visitors to enjoy, as it is a key reserve for Raglan’s recreation outcomes. If required for management or event purposes, Council may close access to the reserve for vehicles, and /or public access to ensure the protection of the park.

Many people own dogs for a variety of reasons and wish to exercise them at different locations. Council must have regard to the exercise and recreational needs of dogs and their owners and the need to minimise danger, distress and

nuisance to the community in general. Waikato District Council provides a variety of locations for off leash dog exercise, as well as bylaws to control dogs in other public places where they are required to be on a leash.

Dog fouling on a park is not tolerated in any form across the district. Owners must ensure that they have a suitable receptacle to collect and remove animal faeces immediately.

Signs in parks can add to the visual clutter of a location. Papahua is a special location and all signage installed should be kept to a minimum, encourage public awareness and related to activities on this reserve.

Actions to implement

B.3.6.a The Council will provide interpretive information for areas of interest and/or historical importance in association with local mana whenua.

B.3.6.b Dogs are not permitted in prohibited areas at any time. Prohibited areas include, but are not limited to children's playgrounds, skatepark / bmx track, designated areas of sports grounds, campground.

B.3.6.c The current permitted dog exercise area include the grassed area and foreshore from the boat ramp in the Oporuru inlet to the Aerodrome Bridge.

B3.6.d Review the existing signage around Papahua to ensure where duplication and multiple sign posts are located in areas, that any signage is clear and succinct.

B.3.7 Development - Whakawhanake

Objective

B.3.7.A Maintain the level of development on Papahua Reserve that does not detract from the cultural / environmental or recreational values of the reserve.

Policies

B.3.7.i Where appropriate, any development on Papahua will either be replacing similar existing facilities, and/or allow for low key informal use of the reserve.

Explanation

The existing infrastructure on Papahua caters for a wide variety of active and passive activities. Any further additional development of buildings / facilities / hard surfacing on the reserve may detract from the public enjoyment of the reserve.

Currently the whole reserve is highly modified and any development should only be a replacement of an existing structure / facility, so as to provide an existing service to the general public using the reserve.

Any proposed development should take into account possible sea level changes and be undertaken to have a reduced impact on the reserve in general.

Actions to Implement

B.3.7.a Public amenities (toilets / change rooms) – replacement of public amenities will be undertaken of these facilities as per the Waikato District Council Public Convenience (Toilet) Strategy.

B.3.7.b Where possible, implement the use of uni-sex toilet units to provide for less wait times, inclusive of all people, provides benefits to families, and limits closure of toilets for cleaning purposes.

B.3.7.c Playground upgrades and replacement will be undertaken as per the Waikato District Council Playground Strategy.

B.3.7.d Develop a concept plan for;

- the enhancement planting of the Papahua point area
- access through the reserve including multiuse paths

C.I **Manu Bay Reserve**



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C.1.1 Brief description

Tainui waka descendants Ngaati Hourua continue to occupy the adjacent and surrounding land areas. This land area was Maaori land and was originally part of the Karori Native Reserve, excluded from the initial European land purchase of the settlement of Raglan township in 1840.

Manu Bay reserve (formerly known as Waikeri), is a 6.5 hectare reserve that includes public amenities, picnic facilities, a public boat ramp, and parking.

Manu Bay is situated on a north facing small promontory to a boulder beach which has a high quality left hand surf break.

There was a desire from the Raglan County Council to acquire the Manu Bay land in the mid 1960's. After a period of ongoing consultation the County Council the land was purchased in 1971, with the understanding that it be managed as a recreation area with free public access and continued tangata whenua access to the kaimoana resources.

C.1.2 Legal Description / reserve

The legal title of this land is shown in Figure 4.

Whaanga 1B2C1, being 1.4596 hectares, held by the Waikato District Council as recreation reserve subject to the Reserves Act 1977.

Part Whaanga 1B2C2B, being 3.2375 hectares, held by the Waikato District Council as recreation reserve subject to the Reserves Act 1977.

Part Whaanga 1B2B2, being 2.0791 hectares, held by the Waikato District Council as recreation reserve subject to the Reserves Act 1977. Note; a small section of this land is located on the southern side of Wainui Road.

Figure 4: Aerial View of Manu Bay Reserve, identifying land parcels



Waikato District Council GIS Aerial Image – 2014

C.1.3 Historical and Cultural Context

The traditional name of the locality is “Waikeri” which means surging or swirling waters.

Similar to other Whaingaroa reserves, the history of taangata whenua involvement at Manu Bay is complex, with the Tainui being the main hapu connected to this site.

The Tainui canoe is said to have landed at various harbours along the North Island western coast with Tainui people disembarking at each location, including Whaingaroa also now known as Raglan⁴.

This land was part of the larger Karioi Native Reserve that was set apart and reserved exclusively for Tainui hapu. For the local hapu it was a popular place to launch and retrieve boats, allowing them to collect and harvest their kaimoana resources around the coastline.

During the 60's the Maaori owners allowed access for surfers to a left hand surf break which was only known to the locals, but after the 1966 surfing movie “Endless Summer” was released, this film put this surf break onto the world map.

Around this time local surfers started petitioning the Raglan County Council to purchase this land for public access to this surf break. Local fisherman also requested the County Council for access to the land as a launching area for boats which then did not have to navigate over the Raglan bar.

After considerable consultation including several appeals to the Maaori Land Court, the owners sold sections of land on the northern side of Wainui Road for \$9,500 and the reserve was vested in the Raglan County Council in 1971. At the time of sale, the land was to be managed as a recreation area with free public access and continued tangata whenua access to the kaimoana resources.

Initially the land was leased out and public access limited to a rough track. Full access did not occur until the late 1970's when the Raglan County Council developed a road access into the reserve and parking. Initial public access to the site was limited to just the foreshore for parking and boat launching, with the remainder of the land being grazed. The Raglan County began development of the land in

For a more detailed listing of the history of this site, refer to Appendix B – Manu Bay Historical Timeline.

⁴ The area was originally known as Whangaroa, ‘The long pursuit’, but was later renamed Whaingaroa in order to avoid confusion with a Northland area of the same name. The name Raglan was given by the New Zealand Governor in 1858 in honour of Lord Raglan who commanded the British forces in the Crimea, *Colonist*, 18 May 1858, p.2

C.1.4 Reserve Uses

The main use of Manu Bay is for recreation land giving access to water based activities.

Council is responsible for development and maintenance of the Manu Bay Reserve, and has developed physical infrastructure including public amenities and parking areas.

The Raglan Game Fishing Club have been the main contributor towards the development of the boat ramp to allow for all weather access.

Current facilities at Manu Bay are illustrated in Figure 5 and include:

1. Carpark and lookout
2. Bus parking
3. Carparking
4. Changing and toilet facilities
5. Picnic tables and shade
6. Boat ramp and trailer parking adjacent to the ramp area.

Figure 5: Facilities at Manu Bay Reserve



C.1.5 Reserve Issues

Reserve issues can be identified in two different groups:

1. Environmental: Coastal Erosion and Sea Level Changes

Along with the impacts of stronger weather storms and sea level changes, these effects have impacted on the coastal environment resulting in erosion and wave effects upon the shoreline. To reduce the impact of eroding shorelines, a variety of options may be needed including coastal restoration, managed retreat and public education.

2. People: Activities, Impacts and Numbers

Manu Bay has become a popular place for day visitors for surfing and those watching surfing. This reserve also provides for extensive views up the coastline and of the Raglan harbor entrance and bar.

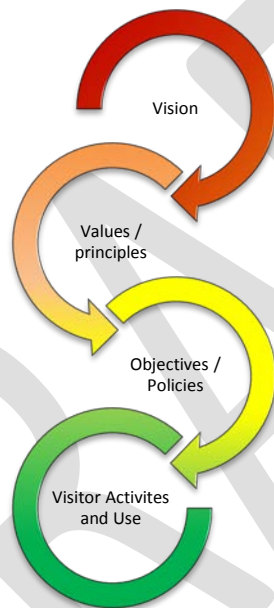
Surfing events are often held at Manu Bay and the whole reserve grassed areas can be covered with vehicles of participants, supporters and observers.

The boat ramp has also become a popular place for launching boats. Originally intended for small boats, larger boats (6m +) are now being launched at the ramp and an increasing number of boats each year, and parking space for vehicles and trailers can be limited on busy days.

Council have received requests for additional parking areas to cater for both surfing events and boat trailer parking. This reserve was purchased for recreation access to the coastal environment and the amount of hard parking areas is adequate for the current daily use outside of event days.

C.2 Manu Bay - Management Plan Vision

To manage Manu Bay as a regional surf destination with mana whenua input, ensuring that the cultural, environmental and recreation resources are protected for local and the wider community appreciation and enjoyment



C.2.1 Core values and principles

The values expressed in this section weave together mana whenua views and the diverse connections all people have to Manu Bay Reserve.

Manu Bay is a treasure and is to be protected in perpetuity.

Manu Bay is to provide access to the sea, in particular for mana whenua.

The land space is limited; therefore some activities have limited space for public use and other activities may not be appropriate on this land.

C.3.1 Objectives, Policies and Impementation

These objectives have been developed to guide the development, management and use of Manu Bay Reserve. These objectives seek to maximise the vision of Manu Bay Reserve as a cultural and historic site, to protect the coastal environment and maintain an area that provides for a high level of recreation amenities for visitor enjoyment.

Where any issue on a reserve is addressed by both the General Policies Management Plan and this management plan, then the policies in this management plan will take precedence over the General Policies.

C.3.2 Guardianship and Protection - Kaitiakitanga

Guardian / stewardship / trust

Objective

C.3.2.A Enable Tainui hapu and Council to co-manage together to administer and maintain Manu Bay as a public reserve.

Policies

C.3.2.i Collaborate with, develop and maintain a co-management relationship with Tainui hapu, to ensure use and development of Manu Bay meets their expectations.

Explanation

This land was part of the Karioi Native Reserved set apart for Tainui hapu, and allowed them to have a strong link from the maunga of Karioi to the sea.

The previous Maaori owners requested that the land continue to provide for access to the coast for accessing kaimoana

It is important that this access is acknowledged by the community and visitors to Manu Bay.

Actions to implement

C.3.2.a **Recognition:** honouring the past, sharing the story

- Identify Tainui hapu's mana whenua to the land through their identification of key sites for protection and recognition.
- Ensure the stories of the people and the land are present and visible.
- Mana whenua are re-connected to their stories – recognition of mana whenua and the land
- Survey of portion of reserve separated by road and vest in adjacent Maaori land owners

C.3.2.b **Partnership:** Implement a co-management agreement with Tainui hapu

C.3.2.c **Respect:** people, working together

- Acknowledgement of relationship with Tainui hapu
- Ensuring all manuhiri / visitors – come to a safe environment

C.3.3 Cultural Heritage - Ngaa Taonga Tuki Iho

Objective

C.3.3.A Archaeological and historic sites within the reserve are protected through appropriate management actions.

Policies

C.3.3.i All archaeological sites will be managed in accordance with Heritage New Zealand guidelines.

C.3.3.ii Signage depicting the location and nature of archaeological sites should only occur in agreement with local mana whenua wishes.

Explanation

The public / community should acknowledge recognition of Tainui hapu relationship to this land

Council and Tainui hapu together will work with key stake holders, being the Raglan Board Riders, Raglan Sport Fishing Club and the Raglan community, to protect and manage archaeological sites, historic sites and values.

Council will ensure that Tainui hapu are a key partner in any archaeological and waahi tapu discovery, including site identification and management.

Actions to implement

C.3.3.a **Partnership** – reflecting Te Tiriti o Waitangi

- Protect and manage waahi tapu

C.3.3.b Develop interpretive signage that provides visitors with an understanding of the cultural and historic values of this area

C.3.3.c Ensure that Council staff and contractors are aware of Councils accidental discovery protocols in regards to the uncovering of cultural or historical artefacts and/or remains.

C.3.4 Environment - Taiao

Objective

C.3.4.A Manu Bay's ecological values are protected, enhanced and maintained

C.3.4.B Ensure the landscape values of Manu Bay are maintained

Policies

C.3.4.i Sustainable coastal dune management shall be undertaken as much as practicable to review and improve the coastal dune margins.

C.3.4.ii Collaboration with community groups should occur to assist revegetation of coastal margins.

C.4.4.iii Maintain and enhance the landscape values of the reserve, including the open space nature and coastline views.

Explanation

Most of the land area that is now Manu Bay was cleared for grazing. Approximately half of the reserve has been replanted in native coastal species, with some steeper slopes still to be revegetated in low growing coastal plant species. Where possible the coastal edge should be maintained with coastal plants to enhance and provide for any coastline protection.

Manu Bay has the Tasman Sea along its northern boundary. Effects of wave action and sea level rise may impact on future users of this reserve including restricting access to the sea.

Reserve users need to ensure that their activities reduce erosion along the coastal margins.

Actions to implement

C.3.4.a Limit any changes to the coastal margins, including structures in the coastal environment to reduce effects from these structures on the shoreline.

C.3.4.b Continue monitoring of erosion along foreshore.

C.3.4.c Undertake planting of the steeper hillsides with low growing natives to maintain views from Wainui Road.

C.3.5 Recreation and Leisure - Ngaa Takaro Puangi

Objective

C.3.5.A Recreational opportunities are managed to allow for multiple reserve uses.

Policies

C.3.5.i Recreational activities should not compromise the enjoyment of other reserve users.

C.3.5.ii Reserve events shall be managed to ensure that these events have no impact on the environment and other reserve users.

C.3.5.iii All events will be required to have a permit to operate from the Waikato District Council and operate in accordance to agreements and rules.

C.3.5.iv Any monetary funds generated through events or user fees generated through the use of Manu Bay, will be used to maintain and develop the whole of this reserve area.

C.3.5.v No commercial concessions will operate from or across this reserve.

Activities in Manu Bay Reserve

	Permitted	Restricted	Prohibited	Notes
Camping			X	
Concessions / lease / licence			X	
Dogs		O		Restricted to particular sites, refer Council Dog Bylaws
Drones		O		Restricted to specific conditions for the activity
Events		O		Restricted to specific sites and conditions for the activity
Fires			X	
Fishing	Y			Walking and boating access
Hang gliding / parapenting			X	
Horse riding			X	
Hunting			X	
Mountain biking / E bikes	Y			On designated trails only and roadways
Motorised vehicles off-road			X	All areas of park
Scooters	Y			Roadways only
Swimming / surfing	Y			
Walking / running / jogging	Y			

Explanation

Manu Bay is a very popular reserve. Through previous farming practices large areas of the reserve were cleared for farming. Over time parts of the reserve have been replanted with native local plant species to regenerate the land. Approximately half of the reserve is managed as open space with roading, vehicle and trailer parking, public amenities and picnic facilities being provided.

Surfing has become the major drawcard for many visitors to this reserve. Surfing events are often held and this activity should be allowed to continue as long as this does not impact on other public use and the wider Raglan community.

The boat ramp at Manu Bay was originally built for the hand launching of small trailer boats. With consecutive development over time of the boat ramp, including the building of a sea wall to provide a sheltered point for boat launching and retrieval, larger boats (over 5m) are regularly launched at Manu Bay so the boat owners do not need to cross over the Raglan bar. As at other Raglan boat launching locations, the parking of trailers and towing vehicles can occupy considerable reserve space. Fishing competitions are often held at this location and should be allowed to continue, similarly to surfing competitions, so that they do not impact on other public use and the wider Raglan community.

To minimise the impact of limited space at Manu Bay, surfing and fishing events will not be permitted to be undertaken on the same day / weekend period. To assist with this, organisers will be required to provide details of their events a minimum of three months in advance to allow any required permits to be approved.

Community events: Any groups wishing to use the reserve for a community event will need to apply to Council via the booking system to ensure that the area is available, and to allow maintenance to be programmed. Currently there are no fees and charges in Council's Fees and Charges Policy, although this may be amended during the next review of this policy.

Concessions: as space is limited on this reserve, no concessions are to be operated at this reserve. There are other locations within the wider Raglan area that concessionaires may operate from.

Actions to implement

C.3.5.a Ensure safe public accessibility and safety

C.3.5.b Maintain current public amenities.

C.3.5.c Maintain current amount of car / trailer parking space.

C.3.5.d Support pedestrian and cycling linkages to link to other public destinations / reserves.

C.3.5.e Community and commercial surfing and/or fishing events are supported and managed based on Councils event guidelines. Council will consider applications for surfing and fishing events using the following criteria;

- The impacts of any exclusive site use on existing users
- Any potential degree of negative impact on the reserve

- Holding events outside of the Christmas Holiday period (20 Dec – 6 Feb) to reduce impact on the reserve, other visitors using the reserve and surrounding Raglan township / community.

C.3.6 Accessibility and Information - Whakatapoko

Objective

C.3.6.A Manage access to Manu Bay to meet the management requirements to protect reserve values and existing use.

C.3.6.B To provide sufficient signs of a design appropriate to the park to facilitate public use and enjoyment of the reserve.

Policies

C.3.6.i Manu Bay may be closed to public vehicular access during the hours of darkness to ensure public health and safety and safe management of facilities.

C.3.6.ii Waikato District Council may close all or part of Manu Bay due to a range of natural events or occurrences, including but not limited to: existing forecast weather events, flooding, unstable ground, tree damage, impacts of people or events on the reserve or other similar events.

C.3.6.iii Signs shall be provided to give clear and positive guidance to assist public enjoyment of the reserve

C.3.6.iv The number and size of signs in the reserve shall be kept to a minimum to avoid visual detracting from the “natural” environment

C.3.6.v The Council may provide interpretive information for areas of interest and/or historical importance.

Explanation

Manu Bay is a coastal reserve to be shared by all users, who need to acknowledge and respect the surrounding cultural, heritage, environmental and recreational values. Any signage should not detract from the surrounding environment.

Public access to and the use of Manu Bay is encouraged, although Council may close access to the reserve for vehicles, and /or public access to ensure the protection of the park environment.

Actions to implement

C.3.6.a Promote opportunities for the community and public to be involved in the enhancement of the cultural, heritage, and environmental values of Manu Bay.

C.3.7 Development - Whakawhanake

Objectives

C.3.7.A Maintain the level of development on Manu Bay Reserve that does not detract from the cultural / environmental or recreational values of the reserve.

Policies

C.3.7.i Where appropriate, any development on Manu Bay Reserve will either be replacing similar existing facilities, and/or allow for low key informal use of the reserve.

Explanation

The existing infrastructure on Manu Bay Reserve caters for a variety of active and passive water based activities. Any further additional development of buildings / facilities / hard surfacing on the reserve may detract from the public enjoyment of the reserve.

Any development should only be a replacement of an existing structure / facility, so as to provide an existing service to the general public using the reserve.

Any proposed development should take into account possible sea level changes and be undertaken to have a reduced impact on the reserve in general.

Actions to Implement

C.3.7.a Public amenities (toilets / change rooms) – replacement of public amenities will be undertaken of these facilities as per the Waikato District Council Public Convenience (Toilet) Strategy.

C.3.7.b Where possible, implement the use of uni-sex toilet units to provide for less wait times, inclusive of all people, provides benefits to families, and limits closure of toilets for cleaning purposes.

C.3.7.c Provide additional water permeable hard stand parking for trailers and vehicles behind the public amenities facility.

C.3.7.d As per Action C.3.4.c -Undertake planting of the steeper hillsides with low growing natives to maintain views from Wainui Road.

D.I Wainui Reserve



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D.1.1 Brief description

Wainui Reserve is a 140 hectare reserve that incorporates farming and forestry operations. The reserve is located on Wainui Road, Raglan, just south of Raglan township. Starting at the sandy, open coast beach (Ngarunui Beach) the reserve consists of sand dunes, a steep coastal escarpment, an elevated plateau which is dissected by a number of small gullies, and then a valley which contains the Wainui Stream.

Tainui waka descendants Ngaati Hourua and Ngaati Maahanga continue to occupy the adjacent and surrounding land areas. This land area was Maori land, excluded from the initial European land purchase of the settlement of Raglan township in 1840.

The area has long been considered to be of outstanding value for beach access and landscape reasons and thus was purchased by Council. The northern half of the property, originally known as the Pilot Reserve, was purchased from the Crown in 1965. The Crown revoked the reserve status over the land (gaz 64 p 1980) and Council purchased the fee simple land by way of deferred payment. The final payment was made in 1989. Council gazetted this land as a reserve in 1991.

The two southern-most lots (Lots 6 & 7 DPS 45471) were purchased as fee simple land in 1990 for \$575,000 plus GST. This purchase followed a Council decision in the 1980s to decline a request to allow its subdivision into residential lots.

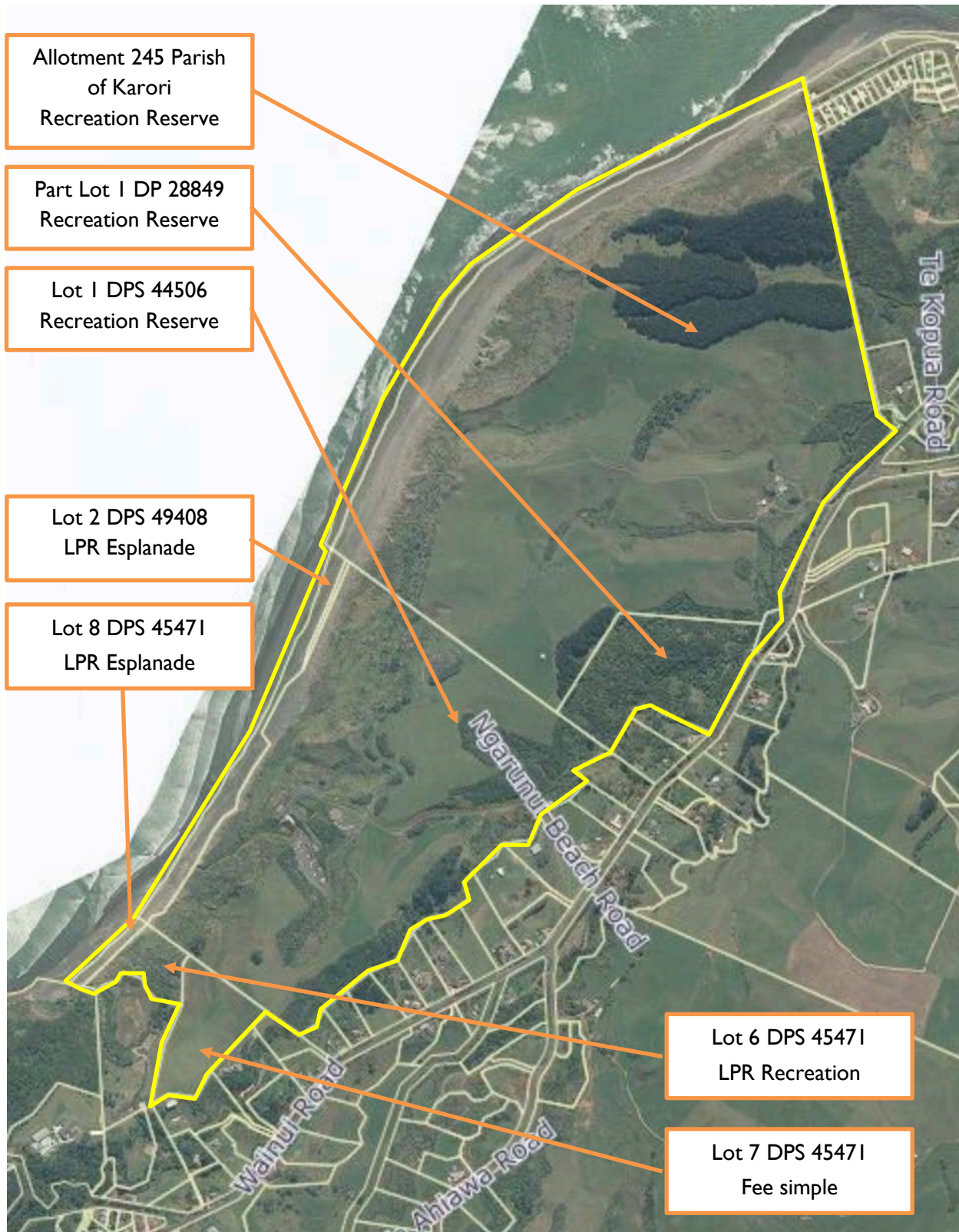
D.1.2 Legal Description / reserve

The legal title of this land is shown in Figure 6.

Allotment 245 Parish of Karori, Part lot 1 DP 28849, lot 1 DPS 44506, Lot 6 DPS 45471, lot 8 DPS 45471, lot 2 DPS 49048, being 136.4521 hectares, held by the Crown as recreation reserve subject to the Reserves Act 1977 and administered by the Waikato District Council by Reorganisation Order 1989, NZ Gazette 1989, page 2460.

Lot 7 DPS 45471, being 3.3565 hectares held by the Waikato District Council in fee simple.

Figure 6: Aerial View of Wainui Reserve, identifying land parcels and legal descriptions



Waikato District Council GIS Aerial Image – 2014

D.1.3 Historical and Cultural Context

The Tainui canoe is said to have landed at various harbours along the North Island western coast with Tainui people disembarking at each location, including Whaiaingaroa also now known as Raglan⁵.

Hapu with history at this site include Ngaati Koata, Ngaati Maahanga and Tainui.

The original Maaori name of the reserve area was Te Pae Akaroa.

In 1855 the Crown purchased approximately 12,000 acres of land from the Chiefs and people of Whaiaingaroa. This land purchase included Pilot Reserve land (Wainui Reserve land) which was set apart in 1883 for a signal station for ships entering and exiting Whaiaingaroa Harbour.

The Pilot reserve was vested in the Raglan County Council in 1915. From this period the land was then leased to various farmers, when in 1962 the Ngarunui Beach Life Saving Club was formed and approached Council about access to the beach. During 1963 the County Council drew up plans for road access and to subdivide the land but this was unable to proceed due to the 1915 land designation and this plan to subdivide was also opposed by the Lands and Survey Department in 1964. The Crown then sold the land to Council in 1965, and the land was further leased for the next 20 years.

During the 1970's the Raglan Surf Lifeguard Patrol Club sought access to reserve land at the end of Ocean Beach Road, (now Riria Kereopa Memorial Drive), and built clubrooms on reserve land in 1981.

In 1988 land on the eastern side of Wainui Road was sold, and in 1991 part of the Wainui Block was subdivided into 13 lots between Wainui Stream and Wainui Road. During 1996 an access road (Ngarunui Drive) and carparks were built, allowing better access into the middle of the reserve and the southern end of Ngarunui Beach.

During the mid 2000's development included the building of the current surf club building, upgraded parking of the carpark behind the surf club location and new public toilet facilities.

For a more detailed listing of the history of this site, refer to Appendix C – Wainui Historical Timeline.

⁵ The area was originally known as Whangaroa, 'The long pursuit', but was later renamed Whaiaingaroa in order to avoid confusion with a Northland area of the same name. The name Raglan was given by the New Zealand Governor in 1858 in honour of Lord Raglan who commanded the British forces in the Crimea, *Colonist*, 18 May 1858, p.2

D.1.4 Reserve Uses

Wainui Reserve has several distinctive zones including beach access, farmland, bush area.



A. Beach access zone

Wainui Reserve is a significant regional reserve and is a destination for regional, national, and international communities. Its picturesque views, access to Ngarunui Beach, and location to nearby surfing facilities make the reserve a key asset for the Waikato District.

The reserve is utilised for a number of recreational activities. Walking, swimming, and surfing are some of the more popular activities that take place at the reserve. Passive recreational activities, such as sightseeing, are also popular for those visiting the reserve. Ngarunui Beach is also utilised for commercial surfing lessons and board hire.

The Raglan Surf Lifesaving Club provides lifeguard services on Ngarunui Beach, with patrolling services provided from late October until Easter. The organisation runs volunteer-based services, with volunteer lifeguards mainly used and professional guards services used during weeks days in December and January.

The Raglan Surf Lifesaving Club headquarters are situated at Wainui Reserve close to the reserve's main car park, and a surf club tower is located on the beach itself. The organisation also provides training in beach and surf activities for junior members on Ngarunui Beach.

Sand dunes are located along the whole length of Ngarunui Beach. These sand dunes were badly eroded until 2004, due to public use and high wind levels.

A Raglan beach care group was established in 2003, and this group has made an impact on restoring this area. Working bees have been undertaken at the site since 2004 with exotic plants removed, dunes reshaped and-binding species planted. Environment Waikato leads the Raglan Beach care Group and supply plants for the group's dune care activities. Waikato District Council provides annual funding to assist with dune restoration work.

B. Farmland

Across the tops and inland slopes of Wainui Reserve, farming is undertaken as a land management tool to maintain the open tops and hill sides. The reserve currently operates an "all grass, single animal class" programme with a mix of dairy beef animals for grazing.

Horse riding is permitted along marked tracks on the reserve, and horse riding along heavily utilised pedestrian tracks is discouraged. Horse riding is not allowed within Wainui Reserve Bush Park. Horse riding is also permitted on the reserve along the track from Wainui Rd passing though the pine plantation to Ngarunui Beach.

Wainui Reserve's amphitheatre has been utilised for music festivals. Festival patrons have been allowed to camp on the site for two nights over the period of the festival.

General event guidelines have been developed by Waikato District Council. All events held at the reserve must comply with these general guidelines. Council may specify additional requirements depending on the type of event being held.

C. Bush area

The Wainui Reserve contains a variety of both native and exotic plant species. The level of vegetation within the reserve has increased markedly since the Friends of Wainui Reserve began planting within the bush margins along the Wainui Stream area.

The Whaingaroa Harbour Care Society has established a non-commercial nursery within Wainui Reserve, near the Wainui Stream. The nursery has propagated over 800,000 native trees, with the majority of propagated plants planted within the Whaingaroa catchment. Whaingaroa Harbour Care has also undertaken significant revegetation work at Wainui Reserve, with an estimate of over 150,000 plants planted by the group.

There are a range of walkways across the reserve, linking the beach, farmland and bush. Walkways provide for a more healthier alternative to driving, and there is potential to develop further walkways for public access and different activities.

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D.1.5 Reserve Issues

Reserve issues can be identified in three different groups:

1. Public Access and Numbers

There are significant parking issues at Wainui Reserve over the summer months. A new car parking layout was implemented in 2009 and more roadside parking provided along Te Paeakaraoa Road. There remain issues with cars being parked along the road leading to and from the car park, which could cause a significant issue for emergency vehicle access to and from the beach. While parking infringement notices are issued on a regular basis, parking issues continue to pose a safety risk at the reserve, although overflow car parking facilities have assisted somewhat with these issues.

2. Recreation Activities, Impacts

With an increase in beach users, the demand for facilities and services has increased. To manage this Council have identified the need to restrict vehicle access to the beach to only surf club equipment, emergency services when required, and service vehicles. Any new concessionaires will only be allowed to operate from identified sites within the public carpark.

There is also an increasing desire for a range of land based activities, including walking, mountain biking, horse riding, and hang gliding. The locations for these activities will be ideally located in the farmland and bush areas of the reserve, on designated tracks, routes and locations. Development and use of the dunes areas will not be allowed except for the existing walkway crossing points at the southern end, surf tower, boardwalk and northern Riria Kereopa Carpark locations. The dunes are an important buffer zone between land and sea and any public activities in this area should have no impact. To reduce public impact on the dunes, they should be fenced off to reduce access, but as this is a coastal environment this is not achievable due to large sea events. Where possible education of the importance of dunes should continue to be undertaken.

Beach access is limited to pedestrian access only ie no vehicles. This reduces congestion on the beach and limits impacts on seashore kaimoana resources. Where there are impacts on these resources, restrictions on activities maybe imposed to protect the kaimoana.

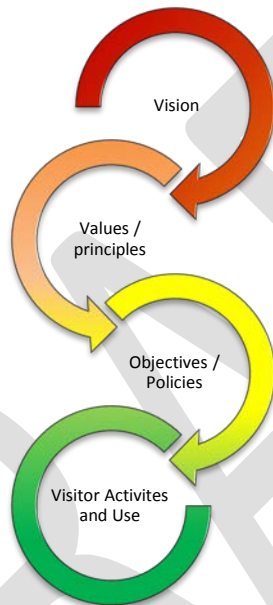
Events held in the amphitheater area of Wainui Reserve, are required to meet a variety of park and resource consent requirements. The impact of these events on the reserve and community will continue to be monitored to ensure the organisers meet their conditions.

3. Coastal Erosion / Sea Level Rise

Coastal erosion of the dunes continues to be an ongoing issue. Public awareness of dune care issues needs to increase in order to protect the dunes from being damaged by reserve users. There is still the need to ensure that dunes are protected through appropriate access ways to and from the beach area. Whilst dune restoration efforts have improved the ecology, on-going dune care work is necessary.

D.2 Wainui - Management Vision

To manage Wainui Reserve with local mana whenua as a regional based park for people to access the beach, the land and the bush, and to ensure that the cultural, environmental and recreation resources are protected as a feature for local and the wider community appreciation and enjoyment.



D.2.1 Core values and principles

The values expressed in this section weave together mana whenua views and the diverse connections all people have to Wainui.

Wainui is a regional treasure and is to be protected in perpetuity.

Wainui reserve allows for pedestrian access to the coast, access to farmland and bush, spectacular coastal views and vistas

D.3.1 Objectives, Policies and Implementation

These objectives have been developed to guide the development, management and use of Wainui Reserve. These objectives seek to maximise the vision of Wainui Reserve as a cultural and historic site, to protect the coastal environment and maintain an area that provides for a high level of recreation amenities for visitor enjoyment.

Where any issue on a reserve is addressed by both the General Policies Management Plan and this management plan, then the policies in this management plan will take precedence over the General Policies.

D.3.2 Guardianship and Protection - Kaitiakitanga

Guardian / stewardship / trust / Co Governance

Objective

D.3.2.A Enable Tainui and Council to co-manage together to administer, develop and maintain Wainui as a public reserve.

Policies

D3.2.i Collaborate with, develop and maintain a co-manage relationship with Tainui hapu, to ensure use and development of Wainui meets their expectations and the wider community expectations.

D.3.2.ii Tainui hapu representative(s) will be consulted on any development issues.

D.3.2.iii A designatged Tainui hapu contact(s) will advise on issues of cultural significance.

Explanation

This highlights the special relationship that Tainui have with Wainui, which has significance as a site of cultural and historic significance including pa and kainga.

Tainui hapu's relationship to Wainui should be recognised and fostered to ensure their knowledge and aspirations for the land are considered with regards to existing uses, future development and any impact activities may have on culturally sensitive areas within the reserve.

Actions to Implement

D.3.2.a **Recognition:** honouring the past, sharing the story

- Identify Tainui's mana whenua to the land through their identification of key sites for protection and recognition.
- Ensure the stories of the people and the land are present and visible.

- Mana whenua are re-connected to their stories – recognition of mana whenua and the land

D.3.2.b **Partnership:** Implement a co-management agreement with Tainui

D.3.2.c **Participation:** Council and Tainui agree to develop and implement an three yearly plan to achieve the outcomes of this management plan

D.3.2.d **Respect:** people, working together

- Acknowledgement of relationship with Tainui
- Identify and clearly define the role of the Raglan Coastal Reserve Advisory Board including clarity details roles / custodianship / responsibilities
- Ensuring all manuwhiri / visitors – come to a safe environment

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D.3.3 Cultural / Historical Heritage - Ngaa Taonga Tuki Iho

Objective

D.3.3.A Retain, promote an understanding of, the historical values and stories of Wainui

D.3.3.B Archaeological and historic sites within the reserve are protected through appropriate management actions.

Policies

D.3.3.i Maintain the cultural values and features of Wainui and provide information on historical events and locations that are associated to the site

D.3.3.ii All archaeological sites will be managed in accordance with Heritage New Zealand guidelines.

D.3.3.iii Signage depicting the location and nature of archaeological sites should only occur in agreement with local mana whenua wishes.

Explanation

There are twelve known archaeological sites recorded across the reserve including pa site with defences, kainga sites which do not have defences, storage pits and middens. There is also a known urupa on Wainui, but this site has not been disclosed. Any development or maintenance undertaken adjacent to these sites, needs to take into account protection measures to ensure that no damage or disturbance occurs to these areas.

The heritage value of these sites must be considered as part of this wider cultural landscape, of which they are components. The two kainga sites and the less complex pit and midden sites are also significant components of this landscape. Together the identified sites indicate occupation over the whole reserve with varying foci on defence, habitation and food production.

It is likely that areas of prehistoric gardens would also be located within the reserve land, but which are very difficult to identify archaeologically without significant sub-surface investigations.

The Wainui Stream provides a natural boundary and would have been a life sustaining resource. The same can be said for the coastal resources, which abound to the north and west of the reserve.

Finally, the archaeological sites within the reserve are generally well to moderately preserved and hold high heritage value individually, but principally together as part of a cultural landscape neatly bounded by the natural resources that were the impetus to prehistoric settlement of the area.

Actions to implement

D.3.3.a Ensure partnership – reflecting Te Tiriti o Waitangi to protect and manage waahi tapu, and establish an authentic Maori presence

D.3.3.b Develop interpretive signage that provides visitors with an understanding of the cultural and historic values of this area, with pedestrian / cycling access to these sites.

D.3.3.c Ensure that Council staff and contractors are aware of Councils accidental discovery protocols in regard to the uncovering of cultural or historical artefacts and/or remains.

D.3.3.d Engage an archaeologist to examine the state of the sites approximately every 10 years and to determine whether any further management actions are needed.

D.3.3.e Where possible fences are installed around sites under the guidance of an archaeologist, and all trees, shrubs and weeds removed.

D.3.3.f Support the installation of pou or other appropriate artwork that reflects Tainui hapu's relationship to this land.

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D.3.4 Environment - Taiao

Ecological and Landscape Values

Objective

D.3.4.A Papahua's ecological values are enhanced, protected and maintained

D.3.4.B Ensure the landscape values of Papahua are maintained

Policies

D.3.4.i Sustainable coastal dune management shall be undertaken as much as practicable to review and improve the coastal dune margins.

D.3.4.ii Maintain a working relationship with mana whenua and other government agencies to develop, maintain and create awareness relating to the ecological values of the dunes and coastal margins.

D.3.4.iii Collaboration with community groups should occur to assist revegetation of the dune areas and coastal margins.

D.3.4.iv Maintain and enhance the landscape values of the reserve, including the open space nature and estuary views.

Explanation

The dunes on the Whaingaroa/Raglan harbour side of the reserve form a coastal barrier between the land and sea. Papahua is a coastal sand dune/ sand bar, which has undergone major modifications due to European influences over the last century. The main environmental concerns at Papahua is the impact of coastal erosion on the harbour side of the reserve, and the potential impacts of sea level rise on this low lying reserve area.

High wave action can have an immediate impact along the harbour edge dunes, whilst the gradual rebuilding of the dunes is often not observed. Human impact including the trampling of dune plants inhibits the ability of dunes to recover and rebuild. These areas need to be protected as healthy dunes are wide, gently sloping and have many diverse dune plants to help anchor them, plus catch and bind wind blown sand.

Dune enhancement and protection activities have been undertaken over many years. This activity needs to be extended further around the water margins of the reserve to ensure that sand dunes are retained, visitors are informed of the importance to protect these areas, and to enhance visitor experiences of the reserve.

Actions to Implement

D.3.4.a Maintain specimen trees and succession planting of new trees

D.3.4.b Monitoring health of specimen trees and undertaking arboriculture work as required

D.3.4.c Where trees and shrubs are used to screen buildings, take into account public safety and graffiti control issues identified through Crime Prevention Through Environmental Design Principals (CPTED)

D.3.4.d Maintain a dune enhancement and protection programme, which focuses on planting and maintenance, education, cultural restoration and community involvement.

D.3.4.e Continue monitoring of dune changes and erosion along harbour foreshore.

D.3.4.f Encourage visitors to use only identified access routes between the reserve and coastal beach.

D.3.5 Farmed Settings - Pamu

Objectives

D.3.5.A Ensure the farmed areas of Wainui primary focus is on maintaining rural and heritage landscapes through sustainable farming practices, which allow for a range of recreation activities.

Policies

D.3.5.i Undertake farming activities that ensures reserve settings are managed and presented to an appropriate standard.

D.3.5.ii Sustainable farming practices are undertaken including animal welfare and husbandry

D.3.5.iii Allow for the provision of safe access for a range of recreation activities, except where farming activities pose a risk to visitors.

D.3.5.iv Identify opportunities for sustainable management, including limiting use of agrichemicals for weed control on farmed areas and encouraging the use of mechanical or biological controls.

Explanation

Much of Wainui has been farmed in the past, with a result that much of the original vegetation was cleared by previous farmers to maximise grazing area. Today, farming is used as a management tool to maintain landscape values and facilitate safe recreational use.

Ongoing sustainable farming practices such as fencing off waterways and areas of indigenous vegetation to exclude stock have been undertaken. During the next couple of decades steep and unstable land will gradually be retired from farming and replanted in native species to provide bush lined streams and valleys. Where possible fence lines will be kept off ridgelines to maintain vistas and viewpoints.

Actions to Implement

D.3.5.a Select livestock breeds for their temperament that suits farming a public setting.

D.3.5.b Provide gates and stiles that are easily accessible for public access.

D.3.5.c Manage pasture areas for recreational use, withdrawing livestock from grazed areas prior to event or parking use.

D.3.6 Woodlots – Pine Ngahengahe

Objective

D.3.6.A Manage woodlots for land stability and recreation purposes.

Policies

D.3.6.i Harvest woodlots that have been planted for harvesting.

D.3.6.ii Where future woodlots are not viable replacing harvested areas with native species.

Explanation

Woodlots were planted in the past for a variety of reasons. In this case the 10 hectare woodlot at the northern area of the reserve was planted for soil stabilisation and to provide a recreational setting for activities such as orienteering, horse riding or mountain biking. However, in some cases woodlots are not necessary for park purposes or are in inappropriate locations. These will be progressively removed, avoiding wherever possible the use of clear felling and damage to archaeological sites.

Where exotic woodlots are harvested, new or replacement plantations will only be considered where they have public benefits, are appropriate to the park purpose and management focus, and do not detract from the park landscape. Aging forestry trees that pose a risk to park visitors from falling trees or limbs will be removed. Likewise, wilding exotic trees that are not appropriate from an ecological or landscape perspective will be removed.

Actions to Implement

D.3.6.a Maintain woodlots for future harvesting through good silviculture practices.

D.3.6.b Where woodlots are not to be harvested, undertake progressive removal and long term succession planting with native species.

D.3.6.c Ensure all archaeological sites are protected and not impacted by the planting or harvesting of woodlots.

D.3.7 Recreation and Leisure - Ngaa Takaro Puangi

Objective

D.3.7.A Recreational opportunities allow for multiple reserve uses whilst maintaining a low impact on Wainui Reserve environment and resources.

D.3.7.B Reserve users are able to access the reserve freely and safely while ensuring health and safety requirements are being met.

D.3.7.C To provide a limited level of commercial activity that enhances the reserve user experience and has a limited impact on the reserve.

Policies

D.3.7.i Recreational activities should not compromise the enjoyment of other reserve users.

Note: Refer to the list below which outlines what recreation activities are permitted, restricted, and prohibited in/on or across Wainui Reserve.

D.3.7.ii Recreational opportunities should be compatible and not impact on ecological values

D.3.7.iii Reserve users are allowed to range freely over the reserve except for the following locations:

- Around the farm homestead, workshop and stock yards
- Areas occupied by the Raglan Surf Lifesaving Club
- Through environmentally sensitive areas except on recognised / signposted tracks
- In forestry areas for public safety during harvesting production

Activities in Wainui Reserve

	Permitted	Restricted	Prohibited	Notes
Camping			X	
Concessions / lease / licence		○		May be restricted to specific sites and conditions for the activity
Dogs		○		Restricted to particular sites, refer Council Dog Bylaws
Drones		○		Restricted to specific conditions for the activity
Events		○		Restricted to specific sites and conditions for the activity
Fires			X	
Fishing	Y			Walking access only
Hang gliding / parapenting	Y			Designated sites only
Horse riding		○		On designated trails and areas only, not permitted on the beach or dune areas
Hunting			X	

	Permitted	Restricted	Prohibited	Notes
Mountain biking / E bikes	Y			On designated trails only and roadways
Motorised vehicles off-road			X	All areas of park
Scooters	Y			Roadways only
Swimming / surfing	Y			
Walking / running / jogging	Y			

Explanation

All activities can have an impact on the environment, the landscape, any cultural values and other reserve users. Where possible Council will manage all activities to ensure that they have minimal impact on cultural and ecologically sensitive areas and other reserve users.

Concessions / Commercial activities - Pakihi

D.3.7.viii Manage and work with concessionaires to achieve the objectives and policies of this plan

D.3.7.ix Manage all commercial and concession activities by way of a consent, concession, lease or licence, for;

- a. All commercial activities that occur on or cross over Wainui Reserve,
- b. Any activity that involves the exclusive use or occupation of an area of Wainui Reserve,
- c. Any activity that requires permanent structures, utilities and/or buildings by any party other than the Council,
- d. Any activity involving amplified sound or temporary utilities and/or temporary utilities,
- e. Any activity that is identified as restricted or prohibited on the reserve,
- f. Any research activities undertaken by external agencies

D.3.7.x Encourage concessionaires to provide interpretation and/or information that raises the park visitors' awareness, knowledge and understanding of the reserve values and instils an ethic of stewardship of Wainui.

D.3.7.xi Require concessionaires as a condition of their concession to report annually to the Council on the scale, frequency and nature of their activities use of Wainui.

Explanation

All commercial activities are treated as discretionary activities to ensure that informal and non-commercial activities are prioritised on Council reserves. The Council has the discretion to decline any commercial activities that it believes comprise the park values, other approved activities and the visitor experience. Alternatively it may set conditions to ensure individuals or organisations undertaking commercial activities on reserves, be it licensees, concessionaires or event organisers, support the council in achieving the objectives and policies in this plan through recognising the mana whenua values of the land, having a low level of impact on the land, and enhancing the visitor experience, and educating reserve visitors.

Dogs – Kuri

As per the Waikato District Council Bylaws

Dogs are only permitted in the carpark areas of Wainui Reserve and on the two access tracks from the carparks to the beach.

Dogs are not permitted in the farmland areas of Wainui Reserve

Dogs may only be let off a lead when they are in a free run exercise area as per the Dog Control Policy Maps 2015, or any subsequent amendment of the Council Dog Control Bylaws and Maps

Explanation

All public land, including land below mean high water springs (MHWS), are covered by local authority bylaws. In addition, the Dog Control Act 1996 and bylaws of local authorities apply across all Councils parks and reserve and for this reason dog control is not part of the council's reserve bylaws.

Actions to implement

D.3.7.a. Undertake the development of a well graded walking / cycling trail from Wainui Road (Rere Kereopa intersection) to provide a link for walkers and cyclists into Wainui Reserve.

D.3.7.b. Undertake the provision of horse riding access, including;

- a) the development of a loading zone adjacent to Wainui Road
- b) development of trails through the farmland and along the central ridge

D.3.7.c Ensure identified hang gliding / parapenting sites are kept free from plantings / fencelines to allow for safe access and landing during flights.

D.3.8 Accessibility and Information - Whakatapoko

Objective

D.3.6.A Manage access onto Wainui to meet the management requirements to protect reserve values and existing use.

Policies

D.3.8.i Where appropriate, provide a range of access options onto Wainui Reserve to cater for all levels of accessibility.

D.3.8.ii Wainui may be closed to public vehicular access during the hours of darkness to ensure public health and safety and safe management of facilities.

D.3.8.iii Waikato District Council may close all or part of Wainui due to a range of natural events or occurrences, including but not limited to: existing forecast weather events, flooding, unstable ground, tree damage, impacts of people or events on the reserve or other similar events.

Explanation

Council wishes to maintain Wainui Reserve as a safe environment for locals and visitors to enjoy, as it is a key reserve for Raglan's recreation outcomes. If required for management or event purposes, Council may close access to the reserve or part of the reserve for vehicles, and /or public access to ensure the protection of the park, management activities including but not limited to spraying, tree felling, earthworks, construction etc.

Actions to implement

D.3.9 Development - Whakawhanake

Objective

D.3.9.A Maintain the level of development on Wainui Reserve that does not detract from the cultural / environmental or recreational values of the reserve.

Policies

D.3.9.i Where appropriate, any development on Wainui Reserve will either be replacing similar existing facilities, and/or allow for low key informal use of the reserve.

Explanation

Wainui Reserve provides visitors with access to a large open space area where they can visit with friends or alone and experience the freedom of not being in an over crowded place. Some areas of the reserve do have heavy public usage, whilst other areas receive few daily visitors – so there is opportunity to find social and quiet experiences within the park. Any development undertaken within the reserve needs to recognise existing cultural sites, protection and enhancement of the ecological habitats, natural bush and revegetation areas, and minimising impact and disturbance of public use .

Actions to Implement

Develop a concept plan to identify:

- A. Horse riding access – develop new parking / unloading location and riding trails across farmland.
- B. Mountain biking – develop trails through possible bush and farm land
- C. Regeneration of steep valley sides – integration of walking, riding trails
- D. Access Linkage trails (walking / cycling) – Raglan – Papahua – Wainui – Manu Bay

Appendix A: Papahua Historical Timeline

Papahua No2 Block - Timeline



The sand spit that is Papahua, between Opoturu Inlet and Whangaroa Harbour. Photo reference: Harbour bar at Raglan. Ref: 1/2-000986-G. Alexander Turnbull Library, Wellington, New Zealand. /records/22690197 (circa 1910-1920's)

- 1854 European settlement dates from 1854, when the government began buying land in the area. First called Whāingaroa village, in 1858 it was renamed after Lord Raglan, British commander in the Crimean War.
- 1866 April 27 – Te Awautaiā died, buried in urupa on Paphua No.2 Block (BECA⁶)
- 1870 Letters from H Mahanga for investigation of title to Te Kopua Blocks
- 1880's Road surveyed through middle of Papahua and Te Kopua Blocks to provide for European access to the coast
- 1885 February Survey Office Plan (SO 3809) identifies burial ground known as Tuaha on Papahua No.2 Block
- 1896 Investigation of title of the Te Kopua Blocks
- 1896 Te Kopua prepared for subdivision – plans unknown (BECCA)

⁶ BECA, 2015, Te Kopua Domain Information Stocktake, Report for Waikato District Council and Raglan Camp Board

- 1915 Raglan Town Board investigates acquiring Papahua land
- 1918 Land contested by three claimants: Ngati Hounuku, section of Ngati Maahanga.
- 1919 April. Court dismissed the case of Ngati Hounuku as a result of conquest by Ngait Maahanga. 10 shares were awarded to children of Wetini Mahikai and 34 shares to section of Ngati Maahanga.
- 1920 Application to summon meeting of owners of Papahua No.2 Block made by Remana Nutana
- 1923 June 8th – meeting held at Raglan – only 1 person in attendance, 5 by proxy. Chairperson recommends meeting adjourned to be held in Whatawhata
- 1923 October 18 – meeting held at Whatawhata, 8 persons present, 1 by proxy. Resolution as per accompanying schedule “that a tuku (gift) of the said block (Papahua No2) be made to the Raglan Town Board”
- Mr Jackson (Chairman of the Raglan Town Board) expressed “that the Board was anxious to obtain the Block as is Public Reserve”.
- The following conditions were part of the tuku (gift / customary use of the land⁷)
- “They would derive no benefit from it
 - It was their intention to connect the Block with the main land by a bridge
 - There is a burying ground on the Block and this would be reserved to the native owners, and
 - The monument now in the Main Street would also be transferred by the Board to the Reserve
 - The land would be vested in the Crown as a Public Domain
 - And would never be sold
 - Both pakeha and Iwi would have equal rights over the land”
- 1923 November 27 Maori Land Board confirmation of resolution of owners of Papahua No.2 Block to tuku / gift the block as a public reserve to the Raglan Town Board
- Transfer document 182007 transferring Papahua No 2 Block to the Raglan Town Board
- 1929 First footbridge built linking town to Papahua.
- 1938 Sand dunes levelled to make room for a campground with cookhouse, showers and toilets.
- 1941 Raglan Aerodrome land acquired by the Crown for Defence Purposes, including part of Papahua No.2 Block

⁷ Tuku = customary allocation is always about reciprocity, maintaining relationships, not severance to the land.



Raglan airfield 1947; aerial showing all land taken and used as an airfield. Wainui Reserve and Manu Bay in the middle background. Photo reference: Whites Aviation; Airfield, Raglan, Waikato district. Ref: WA-05569-F. Alexander Turnbull Library, Wellington, New Zealand. /records/30627944

- 1950 NZ Gazette 1950 p322 – Crown formerly declares Papahua No.2 Block to be a reserve subject to Public Reserves Domains and National Parks act 1928, to be known as Kopua Domain.
- 1950 NZ Gazette 1950 p321 – Kopua Domain Board appointed by the Crown
- 1951 NZ Gazette 1951 p 1867, Kopua Domain changed to Raglan Domain, new Domain Board appointed by Crown
- 1955 Road through Papahua No.2 (campground / reserve) and aerodrome land) closed
- 1960 NZ Gazette 1960 p 15, Crown appoints new Domain Board
- 1961 Airfield land no longer required for defence purposes
- 1963 Second bridge linking town to Papahua / Te Kopua built and opened.
- 1960's Civil Aviation requested Raglan County Council take over administration of the airfield land
- 1970 Aerodrome and Golf course land redefined as Lots 1 & 2 DPS 14166
- 1970 Raglan Golf club established on Lot 1
- 1971 Aerodrome land questioned on being transferred back to original Maori owners

- 1979 Lots 1 & 2 classified as Local Purpose Reserve – Aerodrome. Late 1979 Lot 1 classification revoked.
- 1980 NZ Gazette 1980 p 2705 Raglan Domain classified as recreation reserve under Reserves Act 1977
- 1986 March 23 – Mrs Eva Rickard as spokesperson for Ngati Maahanga, met with Raglan Domain Board and Assistant Commissioner of Crown Lands – the conditions pertaining to the gift were aired, including the return of the burial ground to Maori ownership at no expense to the Maori people concerned. Noting that the Crown (Raglan Town Board / Maori Land Board) were remiss in taking title to the whole of Papahua No 2 Block without first surveying out the Tuahu burial ground.
- 1987 Lot 1 (formerly airfield / golf course) transferred to Maori owners as Te Kopua No.4 Block
- 1988 NZ Gazette 1988 p3663 reservation over part of Papahua No.2 Block revoked and redefined as Papahua No.3 Block – Tuaha urupa area.
- 1989 NZ Gazette 1989 p 1305 – Raglan Reserves Board replaced by Raglan County Council to control and manage Raglan Recreation Reserve
- 1989 NZ Gazette p2460 – Raglan County Council replaced by the Waikato District Council
- 2011 Third bridge linking town to Papahua opened.
- 2018 June 1 – Te Kopua Reserve , proposed name change to Papahua Recreation Reserve report presented to Waikato District Council
- 2020 January 14 – Gazettal notice declaring part of the recreation reserve known as Raglan Recreation Reserve to be known as the Papahua Recreation Reserve

Appendix B: Manu Bay Historical Timeline

Parts of this area is subject to claims lodged with the Waitangi Treaty Tribunal. Council records do not necessarily align with the history as submitted by iwi however a comprehensive review of the papers preceeding acquisition circa 1971 including an examination of the Maori Land Court minutes is recommended in order to provide a comprehensive timeline.

- 1855 Crown purchased from the Chiefs and people of Whaingaroa what is known as the Kariori purchase on 5 November 1855. Four pieces of land were reserved out of the Kariori purchase: Whaanga, Rakaunui, Te Kopua and Papahua, but only Whaanga was specified as a Native Reserve in the deed⁸.
- 1964 August 24 – Ordinary meeting Raglan County Council. Advice received from deputy register of Maori Land Court that the major land owners are prepare to sell to the Council, the price suggested being £1,500
- 1964 September 28 – Ordinary meeting Raglan County Council. Letter received from Mr J W Bates, Raglan, advising that a number of citizens in the town are prepared to contribute up to £500 towards the cost of the purchase of Whaanga 1B2B2 in order to secure this property for public purposes. The donors would require permanent access to the beach. Also stated that the Surf Riders Club was prepared to make a contribution.
- 1964 November 23 - Ordinary meeting Raglan County Council. Advice received from register of Maori Land Court that he is prepared to call a meeting of the Whaanga 1B2B2 owners subject to Council increasing its offer for the property to £1,025, and depositing £20 to meet owners expenses.
- 1966 March 28 - Ordinary meeting Raglan County Council. “That a further approach be made in regards to the acquisition of an area of land at Manu Bay at some future date”.
- 1966 April 29– Special Committee meeting. The Committee recommended that the Council proceed with the acquisition of the 5 acre property and if possible purchase the adjoining properties (3 sections).
- 1966 November 28 – Ordinary meeting Raglan County Council. Consideration given to purchase the Maori land at Manu Bay. Assurance required from Mr N B Saxton (sec) (grazier/leasee of land) to terminate his lease of the land before any further action is taken.
- 1967 August 28 - Ordinary meeting Raglan County Council. Chairman reported he had spoken to Mr Sexton, and he be invited to next meeting. It was considered that Council should acquire the full area of 20 acres covering several individual sections of Maori land.
- 1967 September 25 - Ordinary meeting Raglan County Council. Mr Sexton stated that the capital value of the 23 acres of land leased by him was \$7,200, but it would cost in vicinity of \$10,000 to purchase the area from the Maori owners.
- 1968 July 22 – Ordinary meeting of Raglan County Council. Maori Land Court sent letter to Council outlining terms on which the Maori land owners are prepared to sell their land; Part Whaanga 1B2C2B \$11,450, 1B2B2 \$3,200, 1B2C1 \$4,400.

⁸ Walker K, 2013, Wai 898, A142, History of pre 1865 Crown Purchase Reserves in Te Rohe Potae, Ministry of Justice

- 1968 September 23 - Ordinary meeting of Raglan County Council. County Solicitors be directed to proceed with calling of meetings of owners in respect of the three areas of land, and that for the transfer of any leases on these land areas.
- 1969 January 28 - Ordinary meeting of Raglan County Council. County solicitors to engage Mr Iver to assist with the acquisition of the land at Manu Bay.
- 1969 October 28 - Ordinary meeting of Raglan County Council. Report circulated to members in relation to meetings which took place at Raglan, outlining the prices requested by the Maori owners for the property conditional upon the land being declared a reserve. Part Whaanga 1B2B2 \$3,200 beign 5a 0r 22p, 1B2C1 \$5,000 for 3a 2r 16p. A meeting would be called at a later date in Ngaruawahia in relation to the third property.
- 1969 November 24 - Ordinary meeting of Raglan County Council. Chairman reported on a meeting of Maori owners held in the Tainui Maori Trust Meetinghouse, Ngaruawahia on 17 November 1969. The Maori owners requested \$15,000 for the seaward severance of Whaanga 1B2C2B and a counter offer was made by Council of \$9,000. Meeting was adjourned until 19 December 1969.
- 1970 June 22 - Ordinary meeting of Raglan County Council. Letter received from the secretary of the Manu's Bay Fishign Club seeking authority to maintain a ramp erected on the property and carry out works, charge a fee for the use of the ramp and construct a permanent clubhouse on the land. Council informed the club that the matter will be considered if and when the Council purchases the land.
- 1970 September 28 - Ordinary meeting of Raglan County Council. Resolution of Council to raise a Land Purchasing Loan 1970 for \$24,000 for the purpose of purchasing land for recreational purposes, meeting the cost of fencing, legal costs and public amenities.
- 1971 March 19 - Ordinary meeting of Raglan County Council. Town Committee suggested to have representation of the Committee to develop Manu Bay Reserve. Question asked if Council was prepared to lease areas to clubs etc. Chairman stated that in general the land would be required for public use rather than for the use of restricted groups.
- 1971 September 27 - Ordinary meeting of Raglan County Council. Manu Bay development of roading access, fencing and weed control be undertaken. Support from Manu Bay Boating and Fishing Club to provide \$1,500 towards the construction cost of a boat ramp.
- 1972 Boat ramp and breakwater built at Manu Bay by Raglan County Council with monetary support from Manu Bay Boating and Fishing Club and fees from ramp users.
- 1972 August 28 - Ordinary meeting of Raglan County Council. Letter received from the Solicitor of the Manu Bay Fishing and Boating Club that consideration be given to furnishing some form of title to an area of land to be set aside for the erection of clubrooms. Application also made for permanent exemption of Club members from paying the charge of \$1 for use of the ramp.
- 1972 October 9 – Meeting of Raglan Town Community Committee. Request that urgent consideration be given to erecting temporary toilets at Manu Bay owing to the great numbers of visitors over summer and arrangements be made for permanent facilities in the near future.
- 1973 February 26 - Ordinary meeting of Raglan County Council. Request received that Council consider the request to allow a burger bar to be situated at Manu Bay. Council was not prepared to make commercial sites available at Manu Bay.
- 1977 Permanent toilet facilities built at Manu Bay

1984 March 7 – Reserves, Project Employment and Civil Defence Committee. Plans produced showing proposed development of reserve, including grazing, fencing off areas, planting of trees.

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Appendix C: Wainui Historical Timeline

- 1855 Crown purchased approximately 12,000 acres from the Chiefs and people of Whaingaroa (which included Pilot Reserve land).
- 1883 Pilot and Signal Station Reserve established by the Crown (Gaz p. 253)
- 1896 Reserve leased to A R McJannet. Rental paid to Raglan County Council as a substitute for lack of Harbour endowment.
- 1911 Chairman of Raglan Town Board asks Crown to reserve land from lease for a road to provide access to beach and "Tattooed Rocks" (southern end of Ngarunui Beach).
- 1912 Lease of reserve sold to A R Langley
- 1915 Lease of reserve sold to E N Peacock
- 1915 Reserve vested in the Raglan County Council in trust, without the power of sale, for the purposes of a pilot and signal station (gaz p. 731)
- 1924 Boundary alteration to provide for new road alignment.
- 1925 Lease of reserve sold to W. Baker.
- 1936 Churton's Road closed and land added to Pilot Reserve.
- 1938 Special legislation enacted to clear up disagreement between vesting order to Council (1915) and survey plan (S0 22322).
- 1946 Lease of reserve made to E G Tait (83 ha), C Jackson (9 ha) and H L Dando (8 ha).
- 1962 Waikato Public Relations Foundation approaches Council seeking road access to Ngarunui Beach. Ngarunui Beach Life Saving Club formed and approaches Council for access to beach.
- 1963 Council draws up plans for road access and subdivision of reserve. Unable to proceed because of reserve designation.
- 1964 Council introduces Local Bill to Parliament to enable subdivision of land, but opposed by Lands and Survey Department.
- 1965 Crown offers to sell reserve to Council on preferential basis and in doing so uplift reservation. Council purchases property by deferred payment over 30 years. Reservation revoked (gaz p 64 1890).
- 1967 Leases to E G Tait, C Jackson, and H L Dando renewed for a further 21 years.
- 1974-87 Raglan Surf Lifeguard Patrol Club ask Council to provide road access to Ocean Beach. Various drownings at Suckers Point.

- 1981 Construction of Raglan Surf Lifeguard Patrol Clubrooms in reserve at the end of Ocean Beach Road. Subdivision of property to enable leasehold initiated.
- 1988 Portion of reserve on the eastern side of Wainui Road (Allot 243) sold to H L Dando.
- 1988 Council purchases 21 year renewable lease over reserve from E G Tait. Also purchases lease from Jackson family except for a house site.
- 1989 Council resolves to prepare a management plan for Wainui Reserve Farm Park. An advisory committee of local people is established.
- 1990 Claim lodged with Waitangi Tribunal for Pilot Reserve Block.
- 1990 Council purchased Wainui Block from Grasshopper Limited
- 1991 Council prepares first Wainui Reserve Management Plan
- 1991 Council subdivides part of Wainui Block to create 13 rural-residential lots between Wainui Stream and Wainui Road.
- 1993 Wainui Reserve Management Committee formed.
- 1996 Access road and car parks built with funds from Waikato Foundation Trust.
- 1999 Lot 1 DPS 44506, previously owned in fee simple, gazetted as a recreation reserve
- 2004 New surf club building constructed
- 2004/05 Car park established at the old Surf club site
Parking sites for people with disabilities established close to the wheel chair access to the beach.
Michael Hope memorial officially unveiled
- 2006 Lower (main) car park at Wainui Reserve sealed
Combined toilets and changing rooms open for public access
- 2009 The lower car park was redesigned to provide better navigation and access to car parking within this car park area.
A wooden staircase is constructed to provide walking access from the upper car park areas and reserve area to the lower (main) car park and Ngarunui Beach.
- 2011 2nd Reserve Management Plan prepared for Wainui Reserve

Appendix D: Archaeological Sites

Papahua

SS57 Ngaati Hourua - gravesite and kohatu. (Includes Papahua 3 ML 21878)

151 - Machine gun post

Wainamu Beach

R14/137 Unnamed paa - Paa and kaainga of Ngaati Hounuku, Ngaati Kaunah

SS52 - Settlement cluster of Paa and Kaainga of Tainui Hapu

Manu Bay

No current identified sites

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Appendix E: List of Policies included in General Policies Reserves Management Plan

The following table identifies the range of policies detailed in the current 2015 General Policies Reserve Management Plan. Note: this General Policies document will be updated and RMP readers should seek to ensure they have the current document.

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Appendix F: Glossary of Terms

Note: unless detailed, all references contained here pertain to sections of the Reserves Act 1977

Administering body: the board, trustees, authority appointed to control and manage a reserve.

Appointment to control and manage: the appointment of an administering body to manage a reserve. The land remains vested in the Crown.

Autonomous powers: statutory powers held by an administering body under the Reserves Act which can be exercised by the administering body without the prior consent or approval of the Minister of Conservation

Bylaws: an ordinance affecting the public, or some portion of the public, imposed under the provisions of s.106 Reserves Act and accompanied by some sanction or penalty for its non-performance (s.104 of the Act).

Certificate of title: a certificate of title under the Land Transfer Act 1952. See also s.116 Reserves Act

Change of purpose: the change of purpose of a Local Purpose or Government Purpose reserve under s.24 or s.24A Reserves Act. [A change of classification would involve a change between two of the classes provided for in ss.17 to 23 of the Act.]

Change of use: any change of use to which a reserve is put. [If the changed use is not consistent with the principal purpose for the class to which the reserve belongs then it would be outside the authority of the administering body to allow it. A change of purpose or classification must be considered and the use not allowed if the change is not made.]

Classification: putting a reserve into a class under that Act; or a scenic, or a government or local purpose reserve into a type.

Commissioner: means an officer designated by the Director General for the purpose of this act.

Concession: means a (a) a lease, (b) a license, (c) permit, (d) easement granted under section 59. [Does not apply to reserves vested in an administering body.]

Consultation: a process of seeking the views of an affected party, and carefully considering those views before making a decision

Council: in relation to delegated and statutory powers under the Reserves Act it refers to the full Council of the local authority which is the administering body for the reserve; otherwise used to denote the Council as a corporate organisation.

Delegated powers: powers delegated by the Minister of Conservation under the provisions of section 10 of the Act.

Discretion: generally refers to the choice of approving or declining an application or proposal under the Act, or regarding the requirement of complying with specified criteria or considerations.

Disposal of land: in relation to a reserve means the outcome of the process in sections 24 and 25, which results in the reservation being revoked and the land becoming available for disposal.

District plan: the purpose of the preparation, implementation and administration of district plans is to assist territorial authorities to carry out their functions in order to achieve the purpose of the Resource Management Act 1991 section 72.

Domain board: redundant term. Replaced with a reserve board or a local authority, refer section 16(7).

Easement: generally an interest in land granted under section 48 over a reserve or acquired under section 12 over private land, or similar.

Esplanade reserve a type of local purpose reserve, see Resource Management Act 1991 section 229.

Exchange: an exchange of reserve land for other land, section 15.

Fee simple: commonly called the freehold. interest in land, the highest or most absolute interest in land held under the Crown

Gazette notice: a notice published in the New Zealand *Gazette*. The Reserves Act requires certain transactions to be put into effect by such a notice.

Government purpose reserve: a class of reserve provided for in section 22.

Hapu: sub tribe with common interest in land.

he here kia moohio: duty to be informed.

Lease: grants an interest in land that (a) gives exclusive use of the land, and (b) makes provision for any activity on the land the lessee is permitted to carry out.

Licence: means (a) a *profit a prendre* that gives a non-exclusive interest in land, and (b) makes provision for any activity on the land the licensee is permitted to carry out.

Legal description: the unique description of a parcel of land given to it on a Survey Office Plan or a Deposited Plan or a Maaori Land Plan. [Refer to Survey Regulations 1998].

Lessee the holder of a lease.

Licensee: the holder of a license.

Local authority: any council board, or public body declared by any other enactment to be a local body for the purposes of this Act.

Local purpose reserve: a class of reserve provided for in section 23.

Iwi: tribe, people.

Kainga: village, settlement, dwelling.

Kaitiakitanga: the exercise of guardianship / custodianship / stewardship by the taNgata whenua.

Kawanatanga: government.

Koiwi: bones, human remains.

Mana Maaori: Maaori jurisdiction or authority.

Mana whenua: people of a particular area of land.

Management plan: a management plan provided for in section 41.

Marae: where formal greetings and discussions take place. Often also used to include the complex of buildings around the marae.

Objection: an objection for the purposes of section 120.

Parcel of land: an area of land with a unique legal description.

Permit: means a grant of rights to carry out an activity that does not require an interest in the land.

Public notice: section 119, being a notice to which a provision of the Act applies.

Public reserve: any land set apart for any public purpose.

Recreation reserve: a class of reserve provided for in section 17.

Regional Council: as specified in Part I of the First Schedule to the Local Government Act 2002.

Regional plan: an operative plan including a regional coastal plan approved by a regional council or the Minister of Conservation under the First Schedule to the Resource Management Act 1991, and includes all changes to such a plan.

Registration: the registration of any document under the Land Transfer Act 1952.

Revocation: the process of reserve re-classification under section 24.

Right (in land): generally the same as an interest in land, but it could be a lesser interest, e.g. a permit.

Road reserve: unformed legal road or a local purpose (road) reserve to which section 111 applies.

Scenic reserve: a class of reserve provided for in section 19, including natural and modified scenic areas.

Scientific reserve: a class of Reserve provided for in section 21.

Subdivision: under the Resource Management Act 1991 section 218, the term subdivision of land means the division of an allotment, or an application to a Land Registrar for the issue of a separate certificate of title.

Submission: the process where the public can comment on an activity or proposal as per section 120.

tangata whenua: people of the land.

Taonga: treasure, artifacts.

Territorial authority: a district or city council as specified in detailed in the second schedule of the Local Government Act 2002.

tino rangatiratanga: iwi authority with control over Taonga, absolute sovereignty.

Transfer: transfer of title in land to another owner following reserve revocation, section 112.

Trustee: includes a body corporate.

Tuku: gift of use

Ultra vires: outside or beyond the terms of the proper authority.

Urupa: a cemetery or burial site

Vested reserve: a reserve which is vested in an administering body and not vested in the Crown. Note that land which has been declared to be a reserve (s.14 Reserves Act) or has been acquired “in trust” as a reserve, is treated as “vested” in the reserve’s administering body for the purpose of administration of the Reserves Act.

Vesting: where the land ceases to be administered by the Crown, with options of control and management transferred to an administering body (section.26). This also includes where land is to be administered under some other Act [e.g. on subdivision under the Resource Management Act 1991]. The underlying title or reversionary interest remains with the Crown.

DRAFT

Open Meeting

To	Raglan Community Board
From	Gabrielle Parson Raglan Community Board
Date	23 June 2020
Prepared by	Grace Brady Democracy Advisor
DWS Document Set #	GOV0507
Report Title	Whaingaroa Raglan Affordable Housing Project

1. EXECUTIVE SUMMARY

The report from Whaingaroa Raglan Affordable Housing Project is attached for the Board's information.

2. RECOMMENDATION

THAT the report be received.

3. ATTACHMENTS

Whaingaroa Raglan Affordable Housing Project – November 2019



WHAINGAROA
RAGLAN
AFFORDABLE
HOUSING
PROJECT

CONVERSATIONS ABOUT HOUSING

NOVEMBER 3RD 2019

Fiona McNabb
Project Lead

Contents

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Executive summary

In June 2019 the Whaingaroa Raglan Affordable Housing Project (WRAP) was awarded funding from WEL Energy Trust of \$20,000 to conduct a community consultation process regarding the development of affordable housing in Whaingaroa Raglan.

As part of that consultation process, a day long forum *Conversations about housing* was held in the Raglan Town Hall to provide an opportunity for the residents of the Raglan area to contribute their ideas and exchange views with local and regional housing experts relating to 5 themes.

Co-creation and community housing design

Eco design, energy conservation and strategies to reduce the cost of housing

Planning and consents

Land availability and land use models that are working

Future demands

Key themes that emerged from discussions, comments left on post-it boards and conversations:

Current state:

- The current cost of rental is prohibitive for all except those in top 25 – 30% income bracket
- Availability of rentals and the practice of short term contracts is distressing and de-stabilising; doesn't provide any security of tenure and causes high stress levels
- Quality of many rentals is very poor but occupants don't complain as they are scared of being moved out
- Raglan is a very desirable, diverse community to live in, but many feel forced out due to cost of and poor access to affordable housing. Loss of diversity and skills via rapid gentrification
- Predictions are that eventually only the wealthy will be able to afford to live in Raglan
- Projected land growth options for Raglan e.g. Rangitahi, are from the standard market paradigm and not affordable for quartiles 1-3 of wage earners in Raglan

Affordable development:

- Don't just build houses, build multigenerational neighbourhoods
- Design affordability for those on the lowest + supported incomes upwards
- Favour the concept of a Raglan Community Lands Trust to acquire land
- Building small is essential to lowering cost of development
- Design buildings for universal access to remove any ability bias
- Favour best practice building materials, designs that support energy + resource conservation
- Increase density of dwellings to reserve open spaces for shared gardens + buildings
- Save space in dwellings by providing shared visitor 'spare room' space
- Confine cars to the perimeter and promote e-cars/bikes and sharing of vehicles
- Promote success of neighbourhood by setting values and expectations with occupants as part of purchase or rental contract
- Consult extensively with wider Raglan community to gain insight and support of project
- Development is needed immediately – all efforts must be to make this happen asap
- Project will need support and advocacy at local, regional and central levels to succeed
- Housing should have a strong presence within the Raglan Naturally community plan

Introduction

It takes a village to raise a child

Possibly of African or North American First Nation origin, there is uncertainty surrounding the genesis of this proverb, but it resonates with such common sense that potentially every tribe on the planet at some time has declared something similar.

It speaks to the diversity that a child needs to be exposed to in order to begin to understand the world we live in, to develop tolerance and empathy. To explore views different to those of the family is to equip a child with what it takes to collaborate, beyond family beliefs and traditions, beyond individual opinions and preferences to achieve for the common good.

The village who raises a child supports the parents, acknowledging it is hard work, too hard mostly, to provide everything essential for a child's growth, in isolation, without support.

Effective housing solutions require the same village approach – to collaborate and plan together, to collectively lobby for change, to build together, to disrupt the linear commercial market and design a circular housing economy that retains land ownership for housing within the community, where we can build to suit the needs of the community, not what the latest market trend tells us we should.

If you want to go fast, go alone, if you want to go far, go together *African proverb*

In relation to the climate crisis Al Gore has since added: 'We need to go far *and* go quickly, so we need to get *really good at working together*'

This is a time of an uncertain future, and in that frame there are critical questions to ask about housing.

Is it essential that we build homes that will endure extremes of weather?

How important is it to build using zero or low carbon impact materials?

Should we care about designing technically smart homes that record and sell performance data to offset the original build cost?

Can we build smaller houses in neighbourhood groups each with communal spaces and shared green space to support community resilience and food production?

Must we design homes that harvest their own water and energy and transform human waste into fuel, energy or compost?

Should we only build homes on land owned in perpetuity by the community?

Forum objectives

[The Raglan Housing Study \(2018\)](#) demonstrated, that in these uncertain times, Whaingaroa Raglan is suffering a housing shortfall against predicted demand by 2026 of more than 300 homes (Raglan Housing Study 2018, 4.2 page 28). The World Health Organisation (WHO) recommended ratio of accommodation cost in relation to total gross household income of 3 (Multiple Median), in Whaingaroa *exceeds the recommendation by a factor of 4*. (Multiple Median of 12.2 Feb 2020)

[Conversations about housing](#) offered the community of Whaingaroa an opportunity to collectively express their thoughts, concerns and aspirations about what future affordable housing development should look like.

Objectives:

To collect and document thoughts and themes extracted from community input during the day. Input was possible through direct engagement with speakers or organisers, post-it panels and via email after the event.

To provide quality information from local and regional experts related to the themes advertised for discussion.

Guest panellists were invited to share their expertise across 5 major themes: (see Appendix 1 Programme). Each panellist had 5 minutes to present their background + expertise followed by approximately 30 minutes of discussion/engagement between the panel and the audience.

Co-creation and community housing design

Brad White	Cambridge Co-housing
Francesca Dodd	National Science Challenge 11: Building better homes, towns and cities for New Zealand PhD researcher
Nic Greene	Habitat for Humanity (Fiona McNabb on behalf of)
Antanas Procuta	Paua Architects

Eco design, energy conservation + strategies to reduce the cost of housing

Ian Mayes	Eco design building consultant (Raglan)
Antanas Procuta	Paua Architects
Chris Rees	Raglan Local Energy, electrician
Chris Morrison	Raglan Tiny Homes

Planning + consents

Sheryl Paekau	Waikato District Council Policy Planner
Pat Nathan	Waikato Agencies Papakainga forum Chairperson + Co-ordinator Te Puni Kokiri Senior Advisor
Lale Ieremaia	Waikato Region Housing Initiative, Waikato Plan Leadership Group
Lui Brame	Waikato Region Housing Initiative
Hannah Palmer	Place Group (Hamilton) – planner
Chris Morrison	Raglan Tiny Homes – Tiny House on Wheels consent challenges

Land availability and land use models that are working

Samantha Rose	Common Ground. Community Lands Trusts
Martin Koning	Local land owner + farmer
Julie Scott	Queenstown Lakes Community Housing Trust (Fiona McNabb on behalf of)

Future demands – Raglan local representatives of the spectrum of housing needs

Raglan Area School Yr 13 Social Studies Class 2019	Charlie Irvin, Adi-Grace Mooar, Grace Mindoro, Isabella Marseglia Mollie Abrams, Nikau Hansen, Whaea Naomi Tuovi (teacher)
Hannah O'Brien	'Making do' the challenges of a young family trying to afford a home
Danica Lidmila	'Living small'
Dave Currie	'Housing needs as you age'
Mike Rarere	Raglan Community House – homelessness + emergency housing needs in Raglan

The event was generously sponsored by:

WEL Energy Trust, Waikato District Council, Raglan Community House, Raglan Library, and local producers who contributed to gift bags for panellists:

Hunt and Gather Bee Co, Salsa Brava, Raglan Artisan Bread, Raglan Chocolate.



Whaingaroa Project team

Project Lead	Fiona McNabb	
WRAP Steering Group Committee	Lisa Thomson	Waikato District Councillor, Raglan Ward
	Charlie Young	Destination Management Organisation, Raglan Business Chamber
	Bob McLeod	President of Raglan Ratepayers Association, Lions, Community Board
	Karamea Puriri	Raglan Business Chamber
	Mike Rarere	Raglan Community House

Outcomes

The forum was well attended with up to 120 people in the venue at the peak. Entry was free of charge and participants were able to arrive and leave as their available time or interest dictated. The forum opened with a Karakia and welcome from Lisa Thomson (Raglan Ward Counsellor) at 9.45am and closed at 4.30pm with a break for lunch of 45 minutes.

Community participants were encouraged to engage with panellists in between sessions and during the breaks and/or seek further connections after the event.

Whiteboard notes were taken during the panel discussions. Those notes and all post-it comments placed by participants on the boards according to the forum themes were collated and form the basis of the outcomes below.

Co-creation and community housing design

Pre-design stage formation of clear goals for any project is essential, including:

- Values
- Purpose - describing well what is to be achieved.
- How to engage with the wider community about the project
- A well-defined 'brief' of needs and activities to be accommodated, and of the nature of the spatial relationships between those activities.

Design success is built on well-functioning relationships founded on:

- Collaboration
- Understanding of the key themes/bottom lines that are required
- Excellent communication
- Principles of inclusion and leaving no-one behind
- An understanding of what is 'achievable' and what isn't
- An understanding of the deliverables

The design group should include:

- Representatives of prospective beneficiary group(s)
- Design, construction cost + planning experts
- Experts in development, delivery and management of affordable housing projects e.g. Habitat for Humanity
- Local affordable housing advocates i.e. WRAP, Raglan Naturally
- Economic advisors – modelling and funding
- Funders

Houses for communities not just houses to fill the demand gap

- Design of buildings and environment influences wellbeing + flow of occupants within the development
- Design/planning to create intentional 'bump points' as occupants move in/out of and around the development can enhance the building of community
- Intergenerational neighbourhood designs favoured

- Wish to see retention of shared green spaces within housing projects to develop community gardens + room for play
- Desire for availability of shared community buildings to encourage gatherings and building of community e.g. common room/kitchen, workshop, garaging
- Considerations of safety (physical, mental, emotional, cultural) in design
- Keep cars consigned to perimeter of development only + encourage use of shared vehicles
- Consider maximum of 1 car per household or less and provide charging facilities for e-bikes/vehicles.

Dwelling tenure design

- Tenure of occupancy should cover full spectrum of capabilities including home ownership, assisted home ownership, rental and supported rental
- Tenure should be blinded and all types intermingled
- Renting should be culturally normalised as equal to home ownership i.e. just another choice in the housing occupancy model
- Economic modelling to ensure financial viability of developments will to some extent drive the proportional representation of different housing tenures within the total available to offer but where possible should reflect the needs of the community

Comments from post-it notes

Look at areas close to the (Raglan) CBD for renewing/condensing housing for sensible older persons' buildings

Eco-village, semi-rural, urban (and) urban industrial

Social architects 'The Mauri of the home' TPK (Te Puni Kokiri)

Use open source designs compliant with NZ3604 – develop a repository to bypass design + engineering costs

We need several different models for people wanting to enter co-housing environments – rent/own/lease

Check out Walter Segal self-build community projects in the UK

Eco design, energy conservation + strategies to reduce the cost of housing

The climate crisis drives thinking in water, energy and materials consumption

In principle, all retro-fit and new build affordable housing projects should follow best practice energy and resource use minimisation and optimise healthy home outcomes

Eco-design includes:

- Retro-fitting or adapting existing dwellings to improve housing performance
- Designing + building to best practice not to the minimum standard (of the Building Code)
- Cost to the environment of demolition and re-build can be a net negative

Energy cost of existing homes related to:

- Original design
- Quality + age of building materials used – including cladding, roof, windows, flooring
- Orientation to north

- Quality + fit of curtains, integrity of draft exclusion, air circulation

Energy/water harvesting and sharing favoured

- Principles well established e.g. Local Energy Alliance, Charlottesville, Virginia, USA
- Local community energy group formed and about to launch Raglan Local Energy. Energy harvesting + sharing favoured for any new build or retro-fit affordable housing
- Water harvesting for consumption and/or supplementation of municipal waters
- Grey water use for gardens and to minimise waste

Prefabricated building to reduce costs

- Mixed view of 'one size does not fit all' and acceptance that there are economies of scale in reduction production costs when using prefabrication
- Where prefabrication occurs under cover, building moisture content is much reduced compared to conventional 'open-air' build

Useful resources

- BRANZ
- Eco Design Advisors NZ (EDA.org.nz)
- NZ Green Building Council

Comments from post-it notes

Community building together avoid the costs

Rammed earth workshop. (Use) heat sinks + passive solar heating.

Planning + consents

Current regulations related to housing

- Not necessarily 'best practice' according to evidence – represents a 'minimum' standard
- We should design to perform above the current Building Code standards for housing performance
- Strong governance is required in order to hold the building industry to account when building housing in response to a shortage

Papa kāinga

- Long journey for Maori to establish right to build Papa kāinga
- Papa kāinga and Papa kāinga building on Maori owned land now defined as permissible activities within the District Plan
- Tribal land ownership must be proven through the Maori Land courts with every owner identified
- Advocacy has been essential to embed long established principles of Maori communal living within regulations
- Papa kāinga is a model that non Maori could aspire to. Some excellent examples: Turner whanau property (Ngaruawahia), Ngati Whatua Orakei Kainga Tuatahi development (Auckland)

Building small

- Tiny houses on wheels (THOW) have become a pathway to home ownership where homes to buy or rent are not affordable
- Building regulations do not recognise THOW and therefore owners risk action by councils to discontinue use or retro-fit to meet the Building Code. If not designed to meet code in the first instance this may be impossible
- Density restrictions within the proposed Waikato District Plan limit the number of dwellings on a 900m² minimum size residentially zoned property to 1 primary dwelling and a second dwelling being no more than 70m² where no more than a total of 40% percentage of the section is covered by buildings.
- This doesn't allow for innovation in design to create smaller dwellings that collectively don't exceed the minimum building coverage restrictions
- Current lobby is being developed by the Tiny Homes Association of New Zealand to introduce a members' bill to parliament; WRAP have submitted in relation to these issues in the District Plan review process.
- Density + waste management regulations can restrict collaborations between land owners and THOW owners seeking a space to lease.

Living small

- Requires intense scrutiny of value of possessions, and minimising to accommodate them in small housing footprint
- This scrutiny retains high value items only and creates an ethos of reduced consumerism
- Reduced burden of cost and time to clean, heat, maintain and run a small house compared to a larger home

Comments from post-it notes

Everything that is in the house, we LOVE. (THOW owner)

None of the burden of a large house (THOW owner)

Land availability + land use models that are working

Local land owners

- Proposed District Plan restricts future greenfields development to Rangitahi
- No provision for affordable housing in resource consent for Rangitahi although project managers have advised they are open to discussion for phase 3 and beyond – 10+ year plan
- Other local land owners including the Koning's (farm) are interested in supporting affordable housing, but need land use consent change in order to open up land for development
- Submissions to the proposed District Plan have been made by Konings and WRAP to support removal of restriction for development in medium term (5 – 20 years) to Rangitahi
- WRAP have made submissions also to support specific advantage for affordable housing development in the Raglan Ward
- Local hapū have ongoing land development plans that include housing for hapū whanau

District Plan changes

- Essential to be engaged with the system to effect change

- Regional council support is critical to success in lobbying for change
- Partnering with effective groups essential for success
- A housing strategy within Raglan Naturally community plan that supports affordable housing would provide a cohesive, community wide approach, and strong support for affordable housing projects that meet the Raglan Naturally goals
- WRAP is represented at the Waikato Region Housing Initiative (WRHI) committee
- WRHI goal is that *'Every person and every family in our region will be well-housed. Well-housed' means timely access to habitable, affordable, accessible, culturally appropriate, appropriately located housing, with security of tenure'*.
- WRHI Phase 1 goal has been to identify Waikato housing stock and housing shortfall with view to providing those who are represented at the committee with free access to the data to enable funding applications.
- WRHI aim is to act as an umbrella organisation to connect housing projects that align with the regional housing goals, with funders and create an effective lobby for support at central government + regional level.

Inclusionary zoning

- Successfully implemented in the Queenstown Lakes District
- Substantial land acquisition via inclusionary zoning to date for Queenstown Lakes Community Housing Trust (QLCHT)
- Proposal to include in the Queenstown Lakes District Plan was driven by Queenstown Lakes District Council
- Strong opposition initially from developers
- Lobby from affordable housing with Waikato District Council should include inclusionary zoning

Community Land Trusts (CLT)

- Successful model for acquiring land for affordable housing internationally + in NZ
- Waikato Community Land Trust lobby from Common Ground in progress
- CLTs enable the removal of land cost from production cost of housing, enabling in return, lower cost of access to housing ownership and rental
- QLCHT has been operating for 10 years and has acquired land into the trust via inclusionary zoning, allocation from the Queenstown Lakes District Council, grants from central government and philanthropic funding
- Land remains in community trust in perpetuity
- Many long term models that have been successful – Earthsong (Auckland), Ahi Wai Eco neighbourhood (Whangarei)

Comments from post-it notes

The landowners – how can we allocate 'sections' of land for small homes that allow for rates + succession?

Future demands

Year 13 social studies class

Students provided two items to express the thoughts of their peers about the prospect of being housed in Raglan in the future including their own model of a future housing development that they considered ideal.

Slam poetry

- Presentation spoke to a sense of delusion, abandonment and of being 'sold out/pushed out' of the housing market. As aspiring home owners they feel dislocated and that despite spending all or most of their youth in Raglan they have no hope of ever owning a house in Raglan and may not be able to afford rent if prices continue to rise.

Housing model

- Incorporated housing typology that would fit different 'sizes', generations and needs.
- Occupants could move from one type to another as their needs changed throughout the course of life.
- Land use involved allowance for gardens and orchards, play spaces and walking tracks
- Cars were consigned to the perimeter of the model with few parking spaces for shared electric vehicles.
- Neighbourhood/community relationship development would be enhanced by the use of common buildings for meetings, events and kai (food preparation and sharing), working in communal gardens, sharing care for each other particularly children and older residents. All who live in the development would have opportunity to be meaningfully involved in the community somehow.

Making do: Hannah O'Brien

- Cost of land + build or houses to buy prohibitive for young families with only one wage earner
- Building a start-up business from scratch required both partners to work and share care of children, but still couldn't save enough to pay rent or buy
- Not possible to get started without financial help from family and once land was purchased, there was no option but to make a portion of the new farm shed habitable
- 2 years spent in 27 m² corner of shed with (illegal) loft bed space before were able to borrow sufficient to build
- Made the most of it, didn't feel too hard done by, and were determined to be as comfortable as possible. In the end it was just what they had to do, albeit that had they been reported for illegally living in the shed they would not have had alternatives

Living small: Danica Lidmila

- 2 years prior had built THOW wheels to 'escape' the trap of renting at the current rates in Raglan (\$400/week for 3 bedroom home).
- Wanted to be self-sustained financially and free up time to spend with small, growing family
- Were 2 adults, 1 toddler + new baby as they moved into their THOW. They loved living rurally and were fortunate to have understanding, willing land owners prepared to lease land at reasonable price.
- Were reported to Council and visited by an inspector who deemed the THOW without cause for concern as situated, despite composting toilet and no building consent.
- Took a year prior to moving into the THOW to consciously down-size

- Unable to afford to buy or build near Raglan but wanted to stay connected to the community so took opportunity to relocate to Te Akau when a 60m² house + property came up for sale. Sale of the THOW created the needed deposit.
- Living 45 minutes by road or a boat trip across the harbour brought challenges: stretched tightly financially and challenge of distance, but enabled family to remain close to Raglan
- 60m² feels very spacious after 27m² and a joy to be able to 'stand up in all the rooms'.

Housing as we age: Dave Currie

- Retirement housing development not appealing.
- Silo approach to housing needs of older people doesn't work.
- There is a disconnect, when we live in intergenerational communities all our lives but then are grouped all together in older age.
- Loneliness is a major factor in older age living especially as people come to live on their own.
- Multigenerational mix provides opportunities for sharing experiences, learning and teaching, wisdom sharing, leadership and participation, security and support when needed.
- Higher density of buildings to support space for shared gardens would need to be countered by good design and sound proofing to enhance privacy and quiet.
- Cost needs to be reliably tagged to affordable percentage of pension. Ability to afford mustn't be linked to work status.
- Provision of shared 'spare room' space in common buildings would allow older people to afford a smaller house of one bedroom, while having access to space for family or friends to stay without the extra space to care or pay for.
- Other shared facilities could be laundries, mail boxes, meeting spaces, workshops
- Principles of the development must be formed in advance. Principles will drive what the development will look like and how it will operate.
- Values should be established around building community, tolerance, compassion and multi-generational respect.

Homelessness + emergency housing in Raglan: Mike Rarere Raglan Community House

- Currently aware of 7 families living in cars/vehicles
- Raglan Community House (RCH) offers use of kitchen facilities for preparation of meals, free food as available, counselling support and a place to connect to services if needed
- RCH offers budgeting service, drug and alcohol support and a community to connect with
- Many of those living rough don't want to be known so it is difficult to assess how many are affected
- Homelessness is a complex problem that needs the co-operation of many support services and a willingness of the homeless to be helped, to be successful
- A Housing First scheme to help solve homelessness has worked in other countries and is being established in NZ with a goal that "homelessness should be brief, rare and non-recurring," Kris Faafoi Minister Associate Minister of Housing Dec 2019
- Campground at the Kokiri Centre offers long term site rental except for the summer holiday period, so many stay there but need to depend on willingness of others to take them in over the winter months which contributes to overcrowding problems.

Live somewhere I am 'looked out for, not looked after' – Cambridge Co-housing

Active elderly needs for community + security

Appendix

1. Programme

Associated documents

Raglan Housing Study 2018

<http://raglanchamber.co.nz/wp-content/uploads/2019/10/Raglan-Housing-Study-2018.pdf>

Raglan Household survey report 2018

<http://raglanchamber.co.nz/wp-content/uploads/2019/10/Householder-Survey-Report-WRAP-2018.pdf>

Waikato Region

<https://waikatoplan.co.nz/assets/Waikato-Plan/Projects/Final-Housing-Stocktake-Report-minor-change-6-September-2019.pdf>

Time	Theme	Panellists
9.45 – 10.00	Welcome and opening	Lisa Thomson, Fiona McNabb and Ian Mayes
10.00 – 11.00 MC: Ian Mayes	Theme 1 Co-creation + community housing designs that are 'working'	<ul style="list-style-type: none"> • Antanas Procuta – <u>Paua Architects</u> • WDC policy planner – Sheryl Paekau • <u>Papakainga</u> development - Pat Nathan manages <u>Papakainga</u> in the Waikato and Waiariki Region • Francesca Dodd-Parr – PhD student Waikato University – public policy and environmental planning • Cambridge co-housing - Brad White
11.00 – 12.00 MC: Fiona McNabb	Theme 2 Energy conservation, eco design + strategies to reduce cost of housing (existing and when building/re-purposing)	<ul style="list-style-type: none"> • Ian Mayes – eco design, energy conservation • Chris Rees – community power sharing, alternate energy design • Antanas Procuta – eco-design • Chris Morrison – the economies of building small/tiny, rejecting consumerism
12.45 – 1.45 MC: Ian Mayes	Theme 3 Planning + consents – enablers and where we need change to support the development of affordable housing	<ul style="list-style-type: none"> • Lale Ieremia – Waikato Region Housing Initiative Chair • Lui Brame Waikato Region Housing Initiative – author of the 2018 Waikato Housing Stocktake • Hannah Palmer – Place Group – future planning innovation • Chris Morrison – consenting change to enable building small/tiny • Habitat for Humanity – Fiona on behalf
1.45 – 2.45 MC: Ian Mayes	Theme 4 Land availability + land use models that are 'working' including community land trusts	<ul style="list-style-type: none"> • Waikato Community Land Trust – Samantha Rose (CLT expert) • Queenstown Lakes Community Housing Trust - Fiona on behalf • Local landowner Martin Koning • District Plan review submissions - WRAP
3.00 – 4.00 MC: Ian Mayes	Theme 5 Future demands/needs - youth, multi-generational, older, homelessness etc	<ul style="list-style-type: none"> • Youth – RAS Year 13 team, housing views for our future • Raglan Naturally Youth • Hannah O'Brien – housing hopes for 30 somethings with children • Danica Lidmila – tiny house to tiny home • Dave Currie - housing needs, how could this look as we age • Mike Rarere – homelessness, emergency housing
4.00 – 4.15	Wrap up and closing	Ian Mayes + Lisa Thomson

Open Meeting

To	Raglan Community Board
From	Gabrielle Parson Raglan Community Board
Date	12 June 2020
Prepared by	Grace Brady Democracy Advisor
DWS Document Set #	GOV0507
Report Title	Chairperson's Report

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chairperson be received.

3. ATTACHMENTS

Chairperson's report – 23 June 2020

Raglan Community Board Chairperson's Report

15 June 2020

Much has been happened in our community over the last few months! It has been an interesting time as RCB Chair as I shifted my work focus quickly to COVID-19 to be part of our community response planning. Then in May picking up where I left off with local projects and matters. We have lots going on in our community right now and it is a challenge to keep up to speed with it all and continue to be alert to the current and future needs that are are/will be a result of COVID. I feel very heartened by the collaboration and working together, both within the community board and in the wider community.

Since my last Chairperson's report in February I have:

Facilitated the RCB Internal Planning Workshop 2 on 12th Feb where we covered:

- Reflection and Sharing on first 2 months of this new term and being new board members which included Challenges, Learning and Suggestions.
- Planning
 - What's on Top – current work, projects, reviews, issues.
 - Charter and Code of Conduct
 - Community Board Engagement Plan
 - Community Board agendas – how they work, planning ahead.
 - RCB 3 year focus and goals
 - Current WDC Long Term Planning and Annual Plan, Blueprints and Raglan Naturally
 - Created 90 Day Plan (Feb, March, April). Taken from our 3 year focus, engagement plan, reflections, agenda planning and 'What's on Top' (current work and projects).

COVID 19 – Community Response

Through March and April focused on our community response to COVID-19 – by being part of the Community Response Planning Group and Business Support sub-group. See the Raglan Naturally website www.raglanaturally.co.nz for our newsletters and community updates.

Projects involved in and workshops/meetings attended

- ISite meetings with WDC iSite Committee and community organisations
- Raglan Campground Papahua, Committee meetings
- Julie Dolan, WDC – Community and Economic Development Manager
- WDC Long Term Planning Workshops, Ngaruawahia and Zoom
- Raglan Business Chamber gathering
- Community members and WDC staff regarding Calvert Road parking
- WDC Raglan Special Character meeting
- Freedom Camping review meeting
- Raglan Wastewater Discharge Consent Meetings – Zoom
- Raglan Wharf Project
- Spoke at the District Plan 'Raglan' Hearing (Zoom)

- Raglan Community Board – informal update meeting (Zoom)
- Innovating Streets funding application
- Youth meetings with local young people, Mike Raglan House, Joe Wilson WDC Youth, Sasha Surfside Youth

Raglan iSite update

The Raglan iSite model will no longer operate from Raglan after the end of June. After a number of meetings with local organisations it was decided that we will support the transition from Raglan iSite to a Raglan Information Centre. We acknowledge all the work and energy that has gone into running and supporting the iSite over the years. We see this change as an opportunity to create a new community-led model for information for visitors and locals alike. We see there being a strong connection between the Information Centre and the Museum, not only physically by being in the same building but through the holding and sharing of local knowledge. The organisations involved are:

- Raglan Museum Committee, Chair Ken Soanes
- Raglan Business Chamber, Chair Morgan Morris, Representative Charlie Young
- Raglan Naturally, Chair Karamea Puriri
- Raglan Community Board, Chair Gabrielle Parson
- Ngati Mahanga - Taruke Thomson
- Tainui o Tainui - Poihakena Marae Committee, Chair Val Rippey
- Whaingaroa Raglan Destination Management Organisation (DMO)
- Lisa Thomson, Raglan Ward Councillor
- Waikato District Council

Attached: Proposal sent to WDC and Meeting Minutes from 11th June setting out next steps.

Raglan Wharf Funding – project update

Exciting news as \$2.5M funding was approved through the Provincial Growth Fund for improvements to the Raglan Wharf area. Two RCB members, Dennis Amooore and Chris Rayner have been appointed to sit on an Oversight Group as RCB Facilitators.

- Stakeholders involved to date:
 - Waikato District Council
 - Raglan Community Board
 - Ngati Mahanga/Hourua and Tainui o Tainui
 - Wharf related Businesses, including retail/food, fishing charters and property owners (Rob Galloway and Marie de Jong, Tony Sly, Rick Youmans, Mark Mathers, Stephen Sandwell, Helen Rowling, Charlie Young, Stuart MacFarlane, Craig Bridgeman, Darron Thornton, Murray Monds, Noel Bamber)
 - Commercial fishermen (Mark Mathers, Gavin McKenzie)
 - Raglan Sports Fishing Club (Ken Barry)
 - Raglan Coastguard (Wally Hawken)
 - Waikato Regional Council Harbour Master (Toby Kemp)
 - Raglan Business Chamber (Charlie Young)
- Next steps for update to and involvement of wider community

- Update in Raglan Chronicle and invitation to be involved

Please see the attached Wharf Project Charter for the detail. For more information please contact myself, Dennis or Chris. We plan to give regular updates to the community through the Raglan Chronicle and RCB meetings.

Attached: Wharf Project Charter draft

New! RCB Processes – for involvement and engagement with Community and Council

For some time now (3 years or so) I have felt strongly that the RCB, community and WDC would benefit greatly if RCB had clearer internal processes for its involvement in community projects. Heartened by recent WDC workshops, I created a draft RCB process for review and refining by the board. I welcome feedback and input from the wider community.

Purpose of having a RCB process:

- RCB has a clear role and their involvement is more consistent and constructive
- To explore whether we can have a process that works for everyone. Something to measure our performance against.
- Builds understanding, learning, engagement and trust within the community
- Reduces mistakes, more efficient, less painful, better results for all parties

Works toward stronger, more constructive and collaborative relationships between community, RCB and WDC.

Attached: RCB Processes draft

If you would like to know more about any of the above please contact me at gparsonraglancommunityboard@gmail.com

Raglan Visitor Centre Proposal 2nd June 2020

Raglan Community Collaboration - to work from the iSite space at the
Museum Building

Who we are:

Raglan Museum Committee, Chair Ken Soanes
Raglan Business Chamber, Chair Morgan Morris, Representative Charlie Young
Raglan Naturally, Chair Karamea Puriri
Raglan Community Board, Chair Gabrielle Parson
Ngati Mahanga - Taruke Thomson
Tainui o Tainui - Poihakena Marae Committee, Chair Val Rippey
Whaingaroa Raglan Destination Management Organisation (DMO)
Lisa Thomson, Raglan Ward Councillor
Waikato District Council

Background and process to date: see below

Our Proposal

Main Functions

That we work together to create a 'Raglan Community and Visitor Information Centre' with the main functions being to:

- Provide a centre for visitors to Raglan to inform about Raglan and the Waikato Region and to promote and support local business.
- Provide an information centre for community members and businesses
- Support the museum to be open, have a 'front desk' and manage associated duties
- Promote the museum
- Support our community through COVID-19 recovery and changes

Ways of working together

- Collaboration between Raglan Community Board, Raglan Naturally, Raglan Business Chamber, Iwi/hapu, Raglan Museum Committee and Whaingaroa Raglan Destination Management Organisation to share resources, skills and community knowledge. These organisations could share the office on site.
- Work closely with the Waikato District Council as it connects to and supports all of these community organisations and partners.

What it might look like:

- A space which promotes local and regional information for visitors and community members from a 'front desk'. Could include:
 - Typical visitor info (activities, business and accommodation)
 - Info and updates for the community, from the organisations operating from this space.
- An informal meeting/hang out space?
- With Modern Tech/Zoom type capabilities w High Speed Internet Access
- A small working office (to right of front desk) for the organisations (from this group) operating here.
- Further conversation/working together might bring new additions eg. new patio space on waterside.

How we see it coming together:

- Raglan Community Board continues to facilitate community engagement through the transition.
- Agree on the organisation or entity that would manage the day to day operations of this space. Options could be Whaingaroa Raglan Destination Management Organisation, Raglan Naturally or Raglan Community Board.
- Agree on the roles of the organisations to collaborate and support that. We agree it needs to be run professionally and that we need to be future focused with our planning to ensure it is sustainable. We will connect and collaborate with other community organisations (eg. Raglan Community House). The Roles could include:
 - In the short term, create a roster of 'members' who could cover the 'front desk' (see below very rough idea of roster - Appendix 2). 'Members' being members of the organisations involved.
 - It may be that we cannot have it open the hours it usually is at this stage. It would be about working together on that.
 - Explore funding and support to have 1-2 part time paid staff to focus on the visitor experience and management. Perhaps umbrelled through the DMO or Raglan Naturally? We are aware there are current and past iSite staff members who do a very good job.
 - Manager/Coordinator for day to day operations - working closely with and reporting to the Committee/Members.
- Get it up and running to open 1st July.
- We agree this is a new way to be working together as community organisations. We would like to trial it for 6-12 months and then review to decide on the best way forward. The review could include:
 - See how the collaboration and roster has been working
 - See how it has worked for all parties, museum and community
 - Future planning - what do we see is the future need (visitor/tourism/community) and what support we will need to continue (WDC, other funding, volunteers, staff)
- Work with Kim (manager of iSite) and support her/them to have a smooth transition.
 - Work with her to take on office assets/furniture that she is willing to leave/donate
 - Work with her around current staff and the future of them continuing.

Other possibilities:

- Work with regional organisations to promote the region.
- Invite other organisations to be involved, eg. Raglan Local Energy may want a physical space and local contact person. They may be able to support with some funding for this role.

Possible modelsRetain current model:

- Fully funded info centre - open 7 days per week
- Paid staff full time on front desk
- Manager and Organisation to run the day to day operation.
- Challenges: We would need to look at the costs closely and find the funding

Partially funded/partial volunteer:

- Info centre open 7 days per week (reduced hours)
- Front desk covered by part-time paid staff and volunteers
- Manager
- Would need to have a robust model, good management/coordination
- Challenges: reduced hours, need to find the funding

Fully volunteer run:

- Only really an option for the very short term
- Info centre open 7 days per week (reduced hours)
- Volunteers from community organisations (costs already covered) on front desk
- Would need to have a robust model, good management/coordination
- Would need regular review to assess how its working
- Challenges: Use of volunteers only - raises the concerns of reliability/commitment, consistency and professionalism. Training and close management would be required. Reduced hours of opening. Keeping current staff involved in the meantime (as we work to another model/funding)

What we need from WDC:

- Support to carry out our proposal.
 - Work closely with us to support a well managed transition.
 - Approve our working together in this space
 - Co-fund the visitors centre to for the first 12 months to give the community time to implement other funding model. An amount to be agreed on - \$60k is a figure we have discussed.
 - WDC to work with the Museum to review any agreements that are in place and let the group know how they are able to continue supporting the museum.
 - WDC to work with the group to come to an agreement with the Museum and the group to hold a lease or sub-lease for this space
 - Explore funding options with the group to support the operational costs after year one
 - Help us to understand the WDC's position on supporting museums and tourism in the District and in Raglan and how this might have changed with COVID-19.
 - Help us to understand what if any money is available through central government

Background

12th March. After much work and consideration the WDC iSite Committee made the decision to close the Raglan iSite. It will continue to run until 30th June. This will allow the community to come up with a proposal for the use of this space. The Raglan Community Board (RCB) was asked to facilitate this and put a proposal together for WDC as soon as possible, requesting approval and support.

19th March. Meeting was held at Raglan House regarding the iSite. Representatives from Museum Committee, RCB, Business Chamber, Raglan Naturally and WDC were present. See meeting notes below (Appendix 1). It was decided that a smaller 'working group' would come together to work on draft proposal and ideas to bring back to the meeting attendees. The meeting notes were emailed to attendees and some comments and concerns were raised in the email thread, mostly around the support that WDC can/will offer and the obligations they have.

23rd March. NZ went into Covid-19 Level 4, Lockdown. The RCB projects went on hold for a few weeks as community board members worked with community leaders/managers of organisations to create a Raglan Community Response Plan and a working group was formed to meet regularly and implement this plan. On 22 April a Business Support working group was formed as a sub-group of the community response planning group. Through conversation in this group (where we discussed needs of business, employment and tourism) the question was raised. 'Would it be useful to have a physical location to support our community through this 'Recovery Phase' of Covid-19?'. We came back to our iSite meeting and initial ideas (of potential collaboration and community hub/community info centre - supported by local organisations and groups) and we see there is potential to continue our work with this and create this space/physical location.

27th April. Business Support group (representatives from Business Chamber, RCB and Raglan Naturally) discussed today (in our Zoom meeting and in conversation afterwards):

That considering these two things:

- Covid-19 and the need to support Community Recovery
- The recent iSite discussions and ideas

Our ideas were:

- Museum Committee, Raglan Community Board, Raglan Business Chamber and Raglan Naturally(RN) come together to collaborate and pool our resources to operate out of the iSite space.
 - Create a roster of members who could cover the 'front desk' (see below very rough idea of roster - Appendix 2)
 - It may be that we cannot have it open the hours it usually is at this stage. It would be about working together on that.
 - Create an agreed role of the space and all work to support that. It could include:
 - To support the community through Covid-19 Recovery
 - To offer a physical hub/space for community to visit (to complement the Raglan House and the Raglan Library as hubs and the other community spaces we have)
 - To offer business, employment, visitor and general community support.
 - To support the Museum (to be open and have the resources/support it needs to operate)
- Get it up and running for Level 2 if possible
- Trial it for 3-4 months and then review to decide on the best way forward. The review could include:
 - See how the collaboration and roster has been working

- See how it has worked for all parties, museum and community
- Future planning - what do we see is the future need (visitor/tourism/community) and what support we will need to continue (WDC, other funding, volunteers, staff)
- Work closely with the Museum, Iwi/hapu, Mike Rarere (Raglan House) and WDC staff to develop this.
- Work with Kim (manager of iSite) and support her/them to have a smooth transition. If the changes happen before the end of June:
 - Work with her to take on office assets/furniture that she is willing to leave/donate
 - Work with her to see if current staff could/would like to stay on until end of June.
- Our next steps were:
 - Write up notes and summary from today (DONE - above)
 - Contact Ken Soanes, Museum Committee Chair and update him on our conversation this morning. (DONE - will email him these notes)
 - GP to contact WDC to understand
 - their position on supporting museums and tourism
 - What support they might be able to offer for the 'changeover'
 - Work with all parties (Museum, RCB, RN, Business Chamber, Iwi/hapu, Raglan House) to create and agree on a draft proposal.
 - Send letter to Kim to outline our proposal and wait to hear her response
 - Contact WDC with our community proposal

15th May - update Since 27th April we have:

- Had two phone calls with Ken Soanes and shared this iSite Summary report with Ken as Chair of the Museum Committee. Museum feedback was shared over a phone call with the main point being; emphasising the importance of the front desk person being able to carry out their role professionally.
- Discussed these ideas at the Raglan Naturally Committee meeting on 1 May. The RN Committee is in support of this and would like to be involved.
- Contacted Kim at WEA and received support from her on our draft proposal.

18th May Draft proposal was circulated to all stakeholders/partners and other relevant parties for feedback and approval at a meeting on Friday 22nd May.

22nd May Meeting was held at Raglan House.

- Present: Charlie Young, Rangī Kereopa, Ken Soanes, Jenny Wilson, Taruke Thomson, Lisa Thomson, Gabrielle Parson, Karamea Puriri. By Zoom: Tony Mayow
- Reviewed draft proposal, shared thoughts/questions, decided on Functions of the space, agreed to send proposal to WDC on Friday 29th May. Agreed that there is an urgency now and that we all plan and support the museum and info centre space not to close.
- Other feedback/discussion that came up through meeting:
 - Support for the draft proposal
 - Need to work with Tourism Waikato on their campaign and get messaging correct
 - Need to look at tourism holistically - its not separate from community wellbeing.
 - Raglan is one of the top destinations in the district
 - Does WDC have funding for the iSite in the Annual Plan
 - Concern that museum and space will be closed
 - This is the doorway to Raglan

- There will be transitional issues that will need be handled well and carefully
- New Business Chamber administrator has strong connection with Hamilton/Waikato Tourism.
- Office space to right of front desk, could be available to community organisations in this group. Would offer security and support to front desk.
- The iSite has been a front door for many local businesses - changes will have a big impact on business/community.
- Valued staff need to be retained.
- We talked about the costs of running the iSite.
- Let's keep the doors open, keep it professional, trial it.

Appendix 1 - Notes of Community Meeting held 19th March

Hi all,

Our meeting today seemed to go well with about 15 participants, representing the Raglan Community board, Raglan naturally, Chamber of Commerce and included Julie Doran, Lianne Van den Bemd, and chaired by Lisa Thomson, with Gabrielle Parsons on speaker phone.

Aside from the Museum Paper which I read out to provide some background, new ideas and thoughts were put forward including:

- Everyone was in agreement that Raglan needs to continue with an information centre and a way of keeping the museum entrance open.
- The museum needs to be supported as it is important for Raglan.
- The existing I-Site staff do a great job and are important to retain.
- This is an opportunity to try to do something even better. (Modernise)
- Electronic touch screens or self-help information would be worthwhile. Possibly including self-help entry to the museum.
- Some of the entry space could be used as a business hub. (Temporary office space for Raglan businesses to rent per use.)
- The electronic information screen should also be used for up to date Raglan information as well as what is coming up in Raglan's future.
- Attract more use by the community.
- There is no financial support envisaged from council. This needs to be community funded.
- The Community Board and Raglan Naturally are to further lead the discussion and implementation.
- A workshop meeting is envisaged for the 31st March to continue this discussion.

I hope the above notes are a reasonable report of the essence of the meeting.

Kind Regards

Ken

Appendix 2 - *very much a rough draft of roster*

	Mon	Tues	Weds	Thurs	Fri	Sat	Sun
Opening hours:	10-3	10-3	10-3	10-3	10-3	10-2	10-2
Business Chamber		10-12		10-12			
RCB	10-3	12-3	10-3	12-3	10-3	12-2	12-2
Raglan Naturally	10-3		10-3		10-3		
Lisa Thomson		12-3		12-3			
Museum						10-12	10-12
iSite staff until end of June?							
Hapu?							

Summary of iSite - Discussions and Direction

Raglan iSite – transition to Raglan Information Centre

Meeting Minutes : 12th June 2020

Present: Amanda Graham (Business Chamber PR and Admin), Karamea Puriri (Raglan Naturally), Charlie Young (DMO), Bob McLeod (RCB Deputy Chair), Dennis Amoore (RCB), Lisa Thomson (Raglan Ward Councillor), Julie Dolan (WDC), Ken Soanes (Museum Committee), Jenny (Museum Committee), Taruke Thomson (Ngati Mahanga, Museum Committee and Raglan Naturally), Gabrielle Parson (RCB Chair)

Apologies: Tony Oosten (RCB)

Minutes

Update from Julie Dolan on the background, the Council's position and response to our proposal. WDC keen to support Raglan with this transition. iSite Committee meeting in June. Julie can work with us and support us to explore funding options.

Discussion around the opportunity we have to create a new model for our community including these points:

- Community led development in action
- Landscape knowledge and experiences
- Not only business
- More of a knowledge centre
- Don't want to be stuck in old model
- Bringing the stories together
- The wrap around services that the community now needs
- What we think now is important is the community response
- Paid staff and volunteers
- Health and wellbeing of our enviro and community as a whole
- People want authenticity – something special. Quality information
- A journey for domestic visitors and local businesses pumping.

Museum needs certainty

Museum Committee – could apply for funds to support paid roles and employ.

DMO – has structure and is an incorporated society, would take some work to get it set up.

A transition team was agreed on – to be supported by all organisations present and WDC.

Next Steps

Transition Team will consist of:

Whaingaroa Raglan Destination Management Organisation – Charlie Young

Raglan Business Chamber – Amanda Graham

Raglan Community Board – Dennis Amoore/Bob McLeod

Raglan Museum Committee - Ken Soanes

Raglan Naturally - Karamea Puriri

Some of the things the transition team will do:

- Manage the transition with WEA
- Ensure clear communication goes out to community
 - Statement to the Chronicle for next week (as part of RCB comms)
 - Report into RCB meeting agenda
- Run the day to day operations from 1 July 2020 to include:
 - Ensure the doors are open on 1st July
 - roster of volunteers - community organisations
- In conjunction with RCB and Museum look at a new model (to include funding and review) and identify who will take the lead going forward.
- Support this trial and facilitate the building of our 'story' to tell to funders and others who might support us going forward.

Raglan Wharf Project Charter (or Project Introduction)

Project Name Date	Raglan Wharf 3 rd June 2020
Project purpose and benefit/outcomes to the community	<p>Purpose: Raglan Wharf has planned remedial and improvement work currently funded in the LTP. The PGF investment presents an opportunity to look at a suite of improvements to the wharf and the surrounding area that meets the priorities of the PGF and the aspirations of the local community.</p> <p>Benefit/Outcomes:</p> <ul style="list-style-type: none"> ● Structural improvements to future proof the wharf ● Safety improvements to protect general public and business ● Provide additional berthing for boats using the wharf ● Walkway extension on the west side of the wharf ● Strategic plan for the Whaingaroa Harbour infrastructure ● Walkway extension along the east side of the wharf. ● Identified solutions to resolve parking and access associated with the wharf and immediate business area <p>Benefits:</p> <p>Safer environment for the general public, boaties and businesses. Additional berthing for boats Safer pedestrian access to wharf Additional seating and outdoor space for public amenities Agreed plan to rectify parking and access issues to the wharf for public and boat parking Draft strategy for Whaingaroa Harbour infrastructure</p>
Project Detail	<p>The project will consist of six stages. Each stage can be developed in parallel but must take into consideration the impact on the other stages.</p> <ol style="list-style-type: none"> 1. Structural improvements (piles and other remedial work under the wharf) to futureproof the wharf, protecting access for the businesses, user groups, and the wider community that use the wharf. 2. Safety improvements, including replacement of older timber balustrades where necessary, and installation of bollards to replace current gate on the west accessway. 3. Extra berths utilising floating pontoons near dolphin pier (design to be developed in detail with wharf stakeholder group to accommodate all user groups) to improve access for additional boats utilising the wharf. 4. Walkway extension along west side of wharf, connecting the current Wallis St walkway to the west side of the wharf (improving safe pedestrian access to the west side of the wharf where the new pontoons would likely be located).

5. Community-led strategic planning for Whaingaroa Harbour infrastructure – work to explore opportunities for future connections with other jetties in the harbour, improving connectivity between the town and surrounding communities. This work would be led by the Raglan Community Board and Raglan Naturally, in conjunction with local hapu, the Raglan Wharf stakeholder group and with extensive consultation with the wider community in the Raglan Ward and Onewhero - Te Akau Ward.
6. As part of the council’s co-funding requirement, work will be undertaken to explore parking and access improvements along Wallis Street and Aro Aro Park, in consultation with the members of the Raglan Wharf stakeholder group and the Raglan Community Board. Even though these works are currently unbudgeted, there is an opportunity for current wharf funding to be reallocated for this purpose, now the PGF funding has been approved.

Where did project originate?

As part of the Labour – New Zealand First Coalition Agreement in October 2017, both parties agreed to New Zealand First’s policy for a regional development fund, named the Provincial Growth Fund (PGF). The Government allocated three billion dollars to invest in regional economic development over the three-year parliamentary term. The purpose of the fund is to accelerate regional development, increase regional productivity, and to contribute to more, better-paying jobs.

The purpose is supported by the following objectives:

Creating jobs, leading to sustainable economic growth

Increasing social inclusion and participation

Enabling Maaori to realise aspirations in all aspects of the economy (a focus of the community-led Whaingaroa Harbour infrastructure plan)

Encouraging environmental sustainability and helping New Zealand meet climate change commitments alongside productive use to land, water and other resources

Improving resilience, particularly of critical infrastructure and by diversifying our economy

The PGF has three investment tiers:

Regional – support of economic development projects, feasibility studies and capability building identified within regions

Sectors – initiatives targeted at priority and/or high value sector opportunities

Infrastructure – regional infrastructure projects that enable regions to be well connected from an economic and social perspective, including rail, road and communications.

Council staff met with officials from the Ministry of Business, Innovation and Employment (MBIE) in December 2019 to discuss funding priorities for the Provincial Growth Fund (PGF) in 2020. Investment discussions focused on the infrastructure tier of the PGF criteria, in particular wharf and jetty projects that align with the purpose and objectives of the fund. Council decision-making and co-funding expectations were also discussed.

An application for \$2.5million to the PGF was made on this basis and has been successful.

Waikato District Council had identified in the LTP 2018-28 remedial and improvement work to be carried out. The PGF has allowed the programme for this work to be brought forward and scope to be significantly increased. The structural works can be started immediately to meet a requirement of PGF

<p>How it relates to current plans (Community and Council)</p>	<p>The Raglan Wharf has planned remedial and improvement work currently funded in the WDC 2018-28 Long Term Plan. This work meets the PGF co-funding criteria. PGF investment presents an opportunity to look at a suite of improvements to the wharf and the surrounding area that meets the priorities of the PGF and the aspirations of the local community.</p> <p>The work is aligned to these proposed initiatives identified in the WDC Raglan Local Area Blueprint:</p> <ul style="list-style-type: none"> ● Partner with Raglan Naturally in respect to planning processes ● Support Raglan Naturally in their prioritised local initiatives ... ● Consider how to support the community in creating additional and sustaining existing local jobs in tourism ● Extend walking and cycling network ● Develop a parking strategy <p>Raglan Naturally Community Plan also highlights many of the benefits of the project.</p> <p>The proposed works and initiatives are intended to respond to the following focus areas as outlined in that plan:</p> <p>Destination and Visitor Management:</p> <ul style="list-style-type: none"> ▪ Protect local interests first ▪ Encourage shoulder season activities that help support businesses through the winter months ▪ Create a more connected experience where visitors and locals alike can easily walk or ride between community destinations. <p>Infrastructure:</p> <ul style="list-style-type: none"> ▪ Impact on the natural environment and ecology must be the prime consideration in all infrastructure decisions ▪ Infrastructure must continue to be upgraded to reduce the impact on the natural environment and ecology ▪ We aspire to a standard of excellence for all of Raglan’s public assets and spaces, we work closely with Waikato District Council and take an active part in the care of it, through maintenance and beautification <p>Local Government and Planning:</p> <ul style="list-style-type: none"> - More localised consultation / planning / decision making and implementation <p>Transport</p> <ul style="list-style-type: none"> - Encourage cycling and walking by providing safe, convenient routes - Cohesive planning of sustainable transport, including walking, cycling, pedestrianisation, and ways to reduce parking demand in crowded areas.
<p>Funding</p>	<p>The project is being funded by the Provincial Growth Fund grant of \$2.5million that Waikato District Council has received from central government. Co funding will be provided by a WDC contribution of \$490,000 that would be brought forward from the Raglan Harbour Reserve Fund to contribute to the redevelopment work.</p> <p>This is made up of - \$78,424 uncommitted in the Raglan Harbour Reserve for 2020/21 and \$97,671 uncommitted in the Raglan Harbour fund for</p>

	replacement of existing assets. In addition \$454,092 which is currently budgeted in the remainder of the current LTP period from 2021/22 to 2027/28 for contributions to these reserves. Less interest charges of \$140k which gives us the \$490k.
KeyStakeholders/ partners	<p>Central Government Waikato District Council Raglan Community Board Ngati Mahanga/Hourua and Tainui o Tainui Wharf related Businesses, including retail/food, fishing charters and property owners (Rob Galloway and Marie de Jong, Tony Sly, Rick Youmans, Mark Mathers, Stephen Sandwell, Helen Rowling, Charlie Young, Stuart MacFarlane, Craig Bridgeman, Darron Thornton, Murray Monds, Noel Bamber) Commercial fishermen (Mark Mathers, Gavin McKenzie) Raglan Sports Fishing Club (Ken Barry) Raglan Coastguard (Wally Hawken) Waikato Regional Council Harbour Master (Toby Kemp) Raglan Business Chamber (Charlie Young)</p>
Project Team	<p>Waikato District Council will lead and manage the project with the support of the Raglan Community Board and key stakeholder representatives. The project structure may look like this:</p> <p>Programme Manager - WDC</p> <p>Project Managers - WDC Service Delivery</p> <p>Oversight Team - WDC (Nick Johnston and Lisa Thomson), Raglan Community Board (Dennis Amoore and Chris Rayner), Ngati Mahanga (Taruke Thomson), Tainui o Tainui (Angeline Greensill).</p> <p>Working groups for each stage. At the meeting of 3rd June those present expressed their interest to be part of working groups. These groups can be added to with those not present:</p> <p>Structural Improvements: Working sub-group: Mark, Gavin, Chris</p> <p>Floating Pontoon: Working sub group: Mark, Wally, Rob, Rick, Gavin, Stephen, Chris, Toby, Ken, Gareth and WDC staff</p> <p>Walkway/Access Improvements (to include shorter-term parking issues/solutions): Working sub group: Helen, Charlie, Wally, Mark, Marie, Rob, Rick, Gavin, Ken, Gareth</p> <p>Safety Improvements: Working sub group: Gavin, Stephen, Rick, Marie, Mark</p>

	Other Access Improvements and Parking (mid-longer term issues/solutions): Future focused working sub group: Lisa, Gareth, Gabrielle, Charlie, Helen, Rob, Ken, Rick
RCB's role in this project	<ul style="list-style-type: none"> One member part of project team Ensure all stakeholders are informed and invited to be involved in a transparent and inclusive manner Facilitate key stake holder engagement Regular reporting and updates to the community Circulate project team reports Monitor project progress
Community's role	<ul style="list-style-type: none"> Confirm key stakeholders Input, offer support/skills/knowledge/raise challenges Identify/short list local business with expertise to bid for work or provide services
WDC's role	<ul style="list-style-type: none"> Provide programme manager to lead project and project managers to manage relevant stages of the project Provide 21% of the funding Provide staff time/expertise to support the project (eg. Comms, Legal, Roading, Planning financial, procurement) Sign off on project scopes
Timeline to date	<ul style="list-style-type: none"> Co funding contract signed June Stake holders meeting held June 3rd Project Plan to be developed to include timeline and key dates.
Wider Community Engagement & Involvement	<ul style="list-style-type: none"> Next Steps: Update to community during week 15-20th June (including Raglan Chronicle). To include invitation to be involved to support the project. Update at the RCBoard meeting 23rd June Develop community engagement plan Develop regular community Communications plan (work with WDC Comms Team on this)

Raglan Community Board – Process for involvement in community/WDC projects

Report to Raglan Community Board from RCB Chair, Gabrielle Parson

Dated 15th June 2020

For review and feedback.

Background:

For some time now (3 years or so) I have felt strongly that the RCB, community and WDC would benefit greatly if RCB had clearer internal processes for its involvement in community projects. Heartened by recent WDC workshops, I have created a proposed RCB process.

Purpose of having a RCB process:

- RCB has a clear role and their involvement is more consistent and constructive
- To explore whether we can have a process that works for everyone. Something to measure our performance against.
- Builds understanding, learning, engagement and trust within the community
- Reduces mistakes, more efficient, less painful, better results for all parties
- Works toward stronger, more constructive and collaborative relationships between community, RCB, WDC

Next steps:

I look forward to discussing, refining, agreeing and testing it together! I think we should then work through a few case studies to test it out. Present, past and future projects. The Raglan Wharf Project is a good opportunity to test this out.

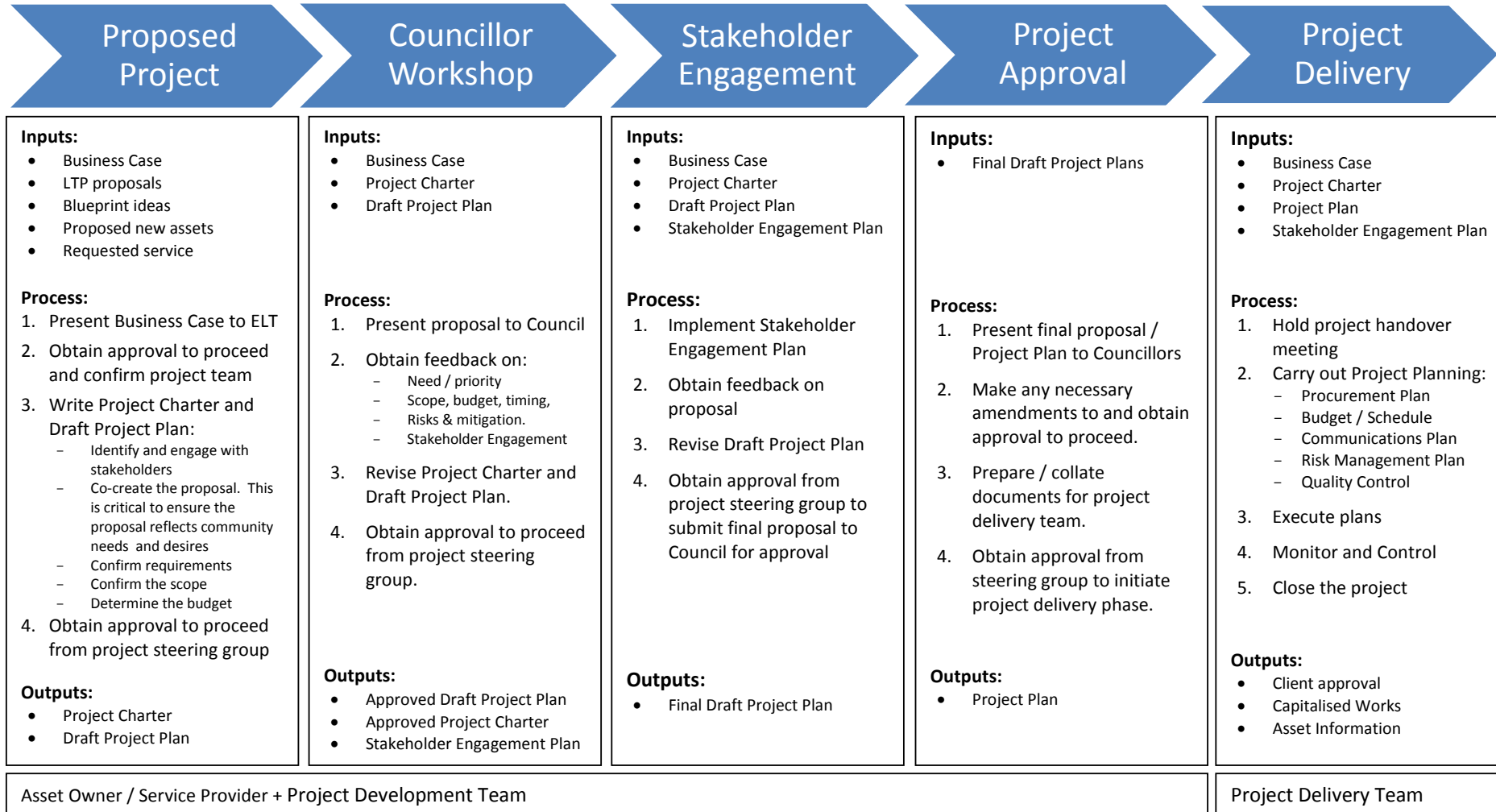
DRAFT RCB PROCESS

Co – creating Project Charter Phase 1		Co-creating Project Plan (approved by all) Phase 2		Co-delivery & Wrapping it Up Phase 3
An idea! A project to action (Step 1)	Initial Engagement with stakeholders & Early Research (Step 2)	Draft Project Plan created by Project Team (Step 1)	Community/WDC input. Finalised Project Plan. (stakeholder engagement and project approval) (Step 2)	Project Preparation, Delivery, Evaluation and Reporting (Steps 1, 2, 3, 4?)
Inputs: an idea/proposal/request <ul style="list-style-type: none"> Recently from community member or group to RCB From RCB to WDC From WDC to RCB/Community From current plans From another entity/Central Gov. to WDC/RCB/Community 	Inputs: RCB draft Project Charter document	Inputs: Project Team Project Charter	Inputs: Draft Project Plan	Inputs: Project Charter Project Plan Project Team Project Delivery Team
				Delivery Team <ul style="list-style-type: none"> Works closely with the Project Team on delivery. Works to the Project Plan Inputs into the Project Evaluation and reporting.
		Project Team <ul style="list-style-type: none"> Works from the Project Charter to create a draft project plan which meets the need/level of detail for all stakeholders. Includes the Project Delivery Team. 	Project Team: <ul style="list-style-type: none"> Supports Steps (1)(2)(3) below for Community and WDC feedback and approval Creates the final project plan and notifies all stakeholders. 	Project Team: <ul style="list-style-type: none"> Works closely with the delivery team to support their work Decides on regular communications/updates to go to all stakeholders Works through an Evaluation process with all stakeholders (including the delivery team)

				<ul style="list-style-type: none"> - Prepares and delivers a report to all stakeholders (including evaluation and a recommendation for monitoring and review).
<p>WDC</p> <p>May have initiated and presented the project to RCB and have already gone through the steps under Proposed Project above:</p> <ol style="list-style-type: none"> 1 present case to ELT 2 obtain approval and decide on (WDC) project steering group <p>RCB suggests at this point WDC work with RCB to:</p> <ol style="list-style-type: none"> 3 Write project charter <ul style="list-style-type: none"> • Together decide on the initial project team • This to be a joint working document for the project team. 	<p>WDC</p> <ul style="list-style-type: none"> • Research = carry out any research that can be done without WDC signoff on the project plan. Support RCB in their early research. • Engagement = support RCB in their engagement with community • Work with Initial Project Team to finalise the Project Charter including the Project Team and Stakeholder Engagement Plan 		<p>WDC</p> <ul style="list-style-type: none"> - (2) Takes draft project plan to Council and Project Steering group for approval and feedback <ul style="list-style-type: none"> o Feeds this back to the Project Team. - (3) Signs off final project plan <ul style="list-style-type: none"> o Project Team to be notified of any further suggestions. - Starts to prepare documents for Project Delivery Team 	<p>WDC</p> <ul style="list-style-type: none"> - carries out its role on the project and delivery teams and works with Comm and RCB to support them. - reports on the Project at its meetings - Shares regular updates from Project Team - Participates in the project evaluation and reporting
<p>RCB to check if already in or Aligned with current plans/work/budgets?</p> <ul style="list-style-type: none"> - Raglan Naturally and current community priorities - WDC Raglan Blueprint - WDC Annual/LTP - Other WDC strategies - If new, how will it be funded? - WDC BAU - If not meeting any of the above – would raise questions (unless it was an emergency) 	<p>RCB</p> <ul style="list-style-type: none"> - Research = does any research needed at this early stage to grow confidence in the project - Engagement = shares the draft Project Charter with community to: <ul style="list-style-type: none"> o Engage early o Seeking anyone who wants to be involved and support the project; historical knowledge/experience; expertise/skills (either as volunteer or paid)(could ask for nominations too) - Works with WDC to finalise the Project Charter to include(feedback 		<p>RCB</p> <ul style="list-style-type: none"> - (1) Takes draft project plan to community for feedback (through formal meeting ideally). Feeds this back to the Project Team. 	<p>RCB</p> <ul style="list-style-type: none"> - carries out its role on the project team and works with Comm and WDC to support them. - reports on the Project at its meetings - Shares regular updates from Project Team - Participates in the project evaluation and reporting

If it meets the checks in first column then RCB commits to supporting it and to working with WDC to develop the Project Charter and the initial project team.	from Initial Engagement) the Project Team and Stakeholder engagement plan – or minimum next step.			
	Community <ul style="list-style-type: none"> • Learn about the project • offer support/expertise or nominate someone for project team • offer feedback in a constructive manner 		Community <ul style="list-style-type: none"> - Feedback to draft Project Plan. 	Community <ul style="list-style-type: none"> - Keeps updated - Raised questions, suggestions - Offers support - Feeds into project Evaluation - Makes cake!
	Outcomes: <ul style="list-style-type: none"> - Stakeholders have been invited to input 			Outcomes: Awesome co-design and delivery. Successful project for all stakeholders.
Outputs: WDC Steering group Initial Project Team Draft Project Charter – laying out intro to project	Outputs: Finalised Project Charter <ul style="list-style-type: none"> - Finalised Project Team - Stakeholder engagement next steps identified 	Outputs: Draft Project Plan	Outputs: Final approved project plan	Ouputs: Project completed on time and on budget Project meets community expectations Project Report Completed Lesson learned documented

Co-Creation of Community Projects



Open Meeting

To	Raglan Community Board
From	Cr Lisa Thomson Raglan Ward Councillor
Prepared by	Grace Brady Democracy Advisor
Date	11 June 2020
Reference #	GOV0507
Report Title	Councillor's Report

1. EXECUTIVE SUMMARY

Attached is the report from the Ward Councillor, Cr Thomson for the information of the members for the meeting of 23 June 2020.

2. RECOMMENDATION

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

3. ATTACHMENTS

Councillor's Report – 23 June 2020

Councillor's Report – Raglan Community Board – 23 June 2020

Kia ora koutou,

Firstly, well done to everyone for the combined effort to keep our whanau and communities safe during lockdown - the move into level 1 is testimony to all our hard work.

Huge thank you to all our essential services, civil defence and those who worked hard behind the scenes to make sure people were safe and looked after, your efforts are appreciated.

Also, congratulations to Clint Baddeley who was made a member of the New Zealand Order of Merit for his service to local government and community. He served our community as Councillor for the Raglan Ward for 12 years - there is a great interview with Clint on Raglan Community Radio, where he shares some of his journey.

During lockdown even though I was in my whanau bubble, I was able to connect via technology with many other bubbles where we were able to continue our council and community work. If you are interested in watching any of our council meetings, workshops or district plan hearings, head online to our Waikato District Council YouTube channel.

Technology worked well during lockdown, we have been able to connect with our community boards and community committees from the comfort of our homes.

There has been some discussion during lockdown and beyond about freedom camping in the Whaingaroa Ward, as some background information, both Gabrielle Parson and I have been actively looking at this issue.

Prior to the Summer influx of visitors, we meet with users of the rugby/sports grounds, we also met with Laura, Raglan I-Site Manager to get feedback/ideas on issues/opportunities for freedom camping. Council also received funding from Government to assist with freedom camping in our district - this covered extra monitoring, freedom camping ambassadors, communication material etc. We will be working more on the issue of freedom camping, particularly post Covid.

Council Meetings:

- Emergency Committee
- Extraordinary Council
- Council
- Strategy and Finance

Council Workshops/Briefings:

- Long Term Plan
- Council Prioritisation
- Representation Review

- Recovery - Natural Environment
- Weekly Councillor/Community Board/Committee catch ups
- Climate Change Steering Group Update

Community:

- Raglan Naturally
- Informal Community Board Zhui
- Raglan Welfare - Covid 19, Civil Defence
- Community Response Plan Working Group
- Business Support Working Group
- Whaingaroa Raglan Affordability Project
- Wharf Focus Group
- I-Site
- Community Board Chair/Councillor Catch Ups
- Zhui with our northern Councillors and Community Board Chair/Members and Mercer Resident and Ratepayers
- Innovating Street Fund Application
- Raglan Shuttle

Open Meeting

To	Raglan Community Board
From	Raglan Community Board Members
Prepared by	Grace Brady Democracy Advisor
Date	12 June 2020
Reference #	GOV0507
Report Title	Board Members' Report

1. EXECUTIVE SUMMARY

Attached is the report from Community Board Members for the information of the members for the meeting of 23 June 2020.

2. RECOMMENDATION

THAT the report from **Community Board Members** be received.

3. ATTACHMENTS

Community Board Members' Report

Community Board Member's Report – Chris Rayner

After 2 successful Zoom Hui's Stephen Howard of Watercare has narrowed down the possible solutions going forward in the table below.

He has also told me that there are constructive conversations happening between WDC & WRC regarding the short term consent that has been lodged, we should have all the information regarding the short term consent sometime in August but it is up to the WRC to notify us.

On Tuesday June the 9th WDC conducted WWTP Outfall dye testing as part of their requirements under the old consent and the results of this testing should be available in 2 weeks.

There will be another waste water Hui conducted within the next month and the date and location should be announced by WDC before the next RCB meeting

	Actions/Immediate and future steps	Consideration
A Discharge Location: Existing Outfall	Next steps	<ul style="list-style-type: none"> Keep Hapu/KSH/RGB in loop, stressing that all live options require investigation by the technical team, as there is no predetermined idea of the BPO. Establishment of feasibility and engineering/scientific methodology are the key requirements of the investigation phase.
B Extend Existing Harbour Outfall	<ul style="list-style-type: none"> Scantec – engagement finalisation to occur https://scantec.nz/ Pencilled in date Friday 3rd July is possible for field work (Low tide (0.4m), 2:20pm). 	
<p><i>Option A&B:</i> Sand depth (3m), shallow water and strong tide make on-water testing unfeasible. Stantec have equipment that enables non-evasive shore testing that should help Beca experts establish rock and bed formation, that determines:</p> <p>-how a theoretical outfall extension would need to be engineered for any such option.</p>		
C Stream Recharge (MBR)	Next Steps	<ul style="list-style-type: none"> Ideas introduced from Harbourcare in respect to potential for polishing wetland treatment for

	Actions/Immediate and future steps	Consideration
	<ul style="list-style-type: none"> • Focused Beca study is progressing with a due date the week of 6-17 July • DHI – engagement for focused study completed (i.e. utilisation of existing model - time line 6-17 July also. • https://worldwide.dhigroup.com/nz (Local knowledge sits with firm given that principle modeller is a resident) 	<p>biodiversity enhancement/ social needs and meeting Part 2 RMA matters (Māoritanga). This is included in the FAQ (Q83/84) and should be drilled into further with technical studies available</p> <ul style="list-style-type: none"> • Sensitivity of the receiving environment for fresh water re-charge is fully recognised (the spawning cycle) Further enhancement opportunities that could accompany the option will become clearer after stream health report received (note – riparian enhancement upstream exists – established planting lessening for the purpose of lessening closed dump leachate potential)
<p><u>Option C – study outcomes:</u></p> <p><u>Beca:</u> Stream health, Engineering requirements, costing</p> <p><u>DHI:</u> Affects assessment for a Wainui stream outfall (inflows derived from stream/dilution assessment) quantifying the level of treatment that would improve on existing recreation, ecological condition;</p> <p>Analysis of MBR discharge in context of catchment wide nutrient load to harbour;</p>		
<p>D Deep Bore Injection DBI</p>	<p>Hapu/Community voice heard – report to be pushed upward to ELT</p>	<p>DBI doesn't sit well with the Raglan brand/aspirations for treatment and discharge solution. Preferable options are clear from a perspective of most engaged parties. It is however a non-marine option that could cater for winter flows (i.e. coupled with summer land irrigation/re-use). It is important for correct documentable for application purposes where a process is underway :</p>

	Actions/Immediate and future steps	Consideration
		to fully discount, keep in reserve as a reluctant ‘plan b’ (costing/no testing/winter solution), or investigate feasibility with bore needed. An ELT paper is in preparation
E Non- deficit irrigation (Year-round with seasonal storage)	<ul style="list-style-type: none"> • A Backing report is underway PDP (June) • Land discussions continue with private land holders, where progression and booking in for field work will need to be undertaken in June. This may mean dual visits are needed • Revisit of earlier communication of large land holders warranted -steve to undertake • Teeing up Park Team discussion to occur – Wainui Reserve 	Land discussions take time and may impact on Nov aspirational lodgement date – keep KSH/RCB upto date
F Non-deficit irrigation with alternative disposal location (either marine or DBI*)	‘Plan B’ DBI could fit in here	
G Re-use Eels Side-stream irrigation (cropping)	PDP have been engaged for a strategic paper (see detail in next column) Nitro Eel engagement started – emeeting held	<p><u>The land use irrigation study would be used for community engagement and the AEE, highlighting how the project</u></p> <ul style="list-style-type: none"> • met objectives of re-use capability, and • hapu and KSH partnership <p><u>Points of clarification needed for the study are listed below. It should be presented in a manner that is useful to a third party who may be considering the advantage of re-</u></p>

	Actions/Immediate and future steps	Consideration
		<p data-bbox="1339 240 1861 268"><u>use (i.e. and private investment needed):</u></p> <ul data-bbox="1532 316 2096 1334" style="list-style-type: none"> <li data-bbox="1532 316 2096 564">• What are irrigation scenarios for growing plants for (i) an MBR stream (ii) a Pond/UV stream and/or (iii) a Pond/UV/stream/TSS. (i.e. hydroponics/pine/suitable crops for the area, which must include hemp consideration; <li data-bbox="1532 571 2096 746">• What are realistic farming operations that could use the summer irrigation? (i.e. rates of application, how could water be received? Tanker or reticulation needed?) <li data-bbox="1532 753 2096 896">• Would there need to be any WRC consent/ other statutory requirement needed to use treated WW in this manner? <li data-bbox="1532 903 2096 1078">• Outline the present limitation in summer (i.e. water-take consent procedure), in respect to water supply and potential advantage of re-use for a private investor; <li data-bbox="1532 1085 2096 1302">• What would be a Trial scenario that could be undertaken by the consent holder that would give such an initiative legs? (i.e. this could be part of consent conditions etc, involving leased land over a certain period of time <li data-bbox="1532 1308 2096 1334">• How could biosolids re-use enhance

	Actions/Immediate and future steps	Consideration
		any such venture
H Biosolids Mgmt (bags/mobile dewatering/compositing/vermi- composting)	XZW discussion/invite has been sent	

Representation Review Briefing - OTCB


8 June 2020



Outline

- Overview of the Representation Review
 - Timeline
 - Communities of interest
-

Overview of reviews.

- Three reviews Council to consider
 1. Electoral system – FPP v STV
 - consideration (mandatory) by 12 September 2020
 2. Maaori wards
 - consideration (optional) by 23 November 2020
 3. Representation arrangements review
 - optional but agreed with LGC to undertake
 - formal process 1 March – 31 August 2021
- 

Representation arrangements review

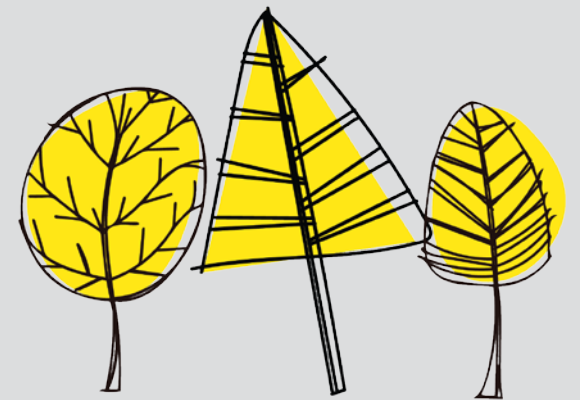
- Review of wards, community boards, boundaries, number members etc
- Three key factors:
 - Communities of interest
 - Effective representation of those communities
 - Fair representation of voters
- LGC Determination 2018



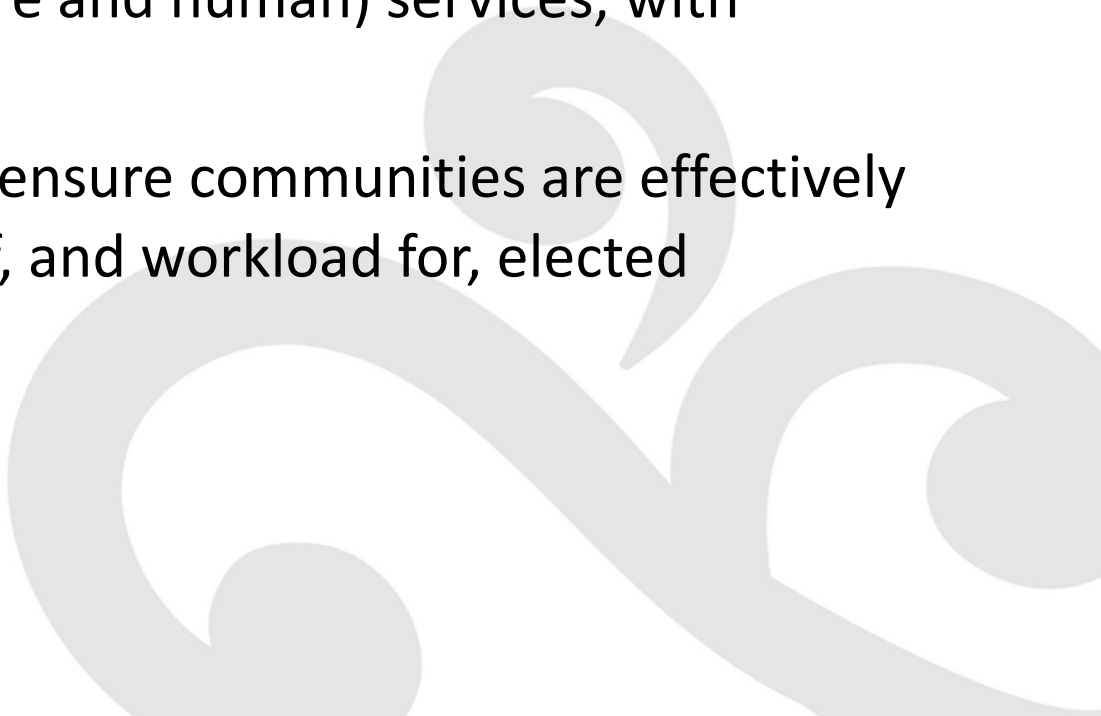
Timeline

Date	
Now – February 2021	<ul style="list-style-type: none"> - Early consultation with communities to consider ‘communities of interest’ and options for representation arrangements. - Workshops with Councillors and Community Boards
March 2021	Council decides on an initial proposal
April/May 2021	Submission period on initial period closes (not less than one month)
June/July 2021	Council considers submissions, hearings, determines final proposal
August/September 2021	Appeals/objections period on final proposal
Before 11 April 2022	LGC reviews and determines, if required.


Questions?



Communities of Interest

- Not defined in Local Electoral Act
 - 3 aspects to consider:
 - i. *Perception* – sense of belonging to a clearly defined area.
 - ii. *Functional* – the Council’s ability to identify and meet a community’s need for (infrastructure and human) services, with ‘reasonable economy’.
 - iii. *Political* – how the Council can ensure communities are effectively represented **and** the distribution of, and workload for, elected members are equitable.
- 

Communities of interest - Discussion

- Do you have examples of things that have changed in your community in the last 3-6 years – i.e. joined communities together or created distinct communities?
 - What information would be useful to gather to better understand the local communities of interest?
 - How can we engage with the local communities to get to know more about them – especially those who don't usually engage?
- 

Questions?

