

Agenda for a meeting of the Raglan Community Board to be held in the Town Hall, Supper Room, Bow Street, Raglan on **WEDNESDAY 28 OCTOBER 2020** commencing at **1.30pm**.

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

Meeting held on Wednesday, 16 September 2020.

3

**5. PUBLIC FORUM**

**6. SPEAKERS**

Ms. Pam Ryan and Ms. Haven Tahere (Raglan Holiday Park Papahua) to attend to provide the Board with an update on their work.

**7. REPORTS**

7.1	Coastal Reserves Committee	<i>Verbal</i>
7.2	Submission to Alcohol Control Bylaw 2020	12
7.3	Raglan Works, Actions, and Issues Report: Status of Items 2020	16
7.4	Discretionary Fund Report – to 12 October 2020	24
7.5	Freedom Camping Recommendations	26
7.6	Raglan Naturally Report	<i>Verbal</i>
7.7	Chairperson’s Report	28
7.8	Councillor’s Report	30

**8. BOARD MEMBERS’ REPORTS**

8.1	Tony Oosten - Raglan Stormwater	<i>Verbal</i>
8.2	Chris Rayner – Raglan Wastewater	<i>Verbal</i>

8.3	Dennis Amoore - Places for People Update	<i>Verbal</i>
8.4	Dennis Amoore - Raglan Wharf Update	<i>Verbal</i>
<b>9.</b>	<b><u>EXCLUSION OF THE PUBLIC</u></b>	<b>41</b>

GJ Ion  
**CHIEF EXECUTIVE**

---

### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	GJ Ion Chief Executive
<b>Date</b>	12 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0507
<b>Report Title</b>	Confirmation of Minutes

### **1. EXECUTIVE SUMMARY**

---

The minutes for a meeting of the Raglan Community Board held on Wednesday 16 September 2020 are submitted for confirmation.

### **2. RECOMMENDATION**

---

**THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 16 September 2020 be confirmed.**

### **3. ATTACHMENTS**

---

RCB Minutes – Wednesday 16 September 2020

**MINUTES** of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **WEDNESDAY 16 SEPTEMBER 2020** commencing at **1.32pm**.

**Present:**

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

**Attending:**

Ms Taruke Thomson (Ngati Mahanga)

Members of the public

Ms A Diaz (Chief Finance Officer)  
 Mr N Wells (Strategic Property Manager)  
 Ms J Bell-Wymer (Corporate Planner)  
 Mr A Pipe (Environmental Health Team Leader)  
 Ms G Brady (Democracy Advisor)

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT** an apology be received from Mr C Rayner.

**CARRIED**

**RCB2009/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Raglan Community Board held on **Wednesday 16 September 2020** be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** in accordance with Standing Order 9.13 the Board resolves that the following additional item be discussed at the end of the open meeting;

- **7.4 Raglan Harbour Board - Discussion**

and that Ms Taruke Thomson be given speaking rights for this item.

**CARRIED**

**RCB2009/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

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

**THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 5 August 2020 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**RCB2009/03**

## **PUBLIC FORUM**

The following issues were discussed during the Public Forum:

- Football Club (Mr Aaron Mooar)
  - Capacity for the soccer club in Raglan and drainage of the ground.
- Coastal Reserves Committee (Mr Shane Gold)
  - Mr Gold sought an update from the Board on the status of the Committee.
- Stormwater (Mr Shane Gold)
  - Servicing of the stormwater pits in Raglan had not been completed four times a year, as per the resource consent.
  - Watercare had contacted Mr Oosten on Aug 24 in relation to the matter.

**ACTION** Mr Oosten to update the Board on stormwater pit servicing and the associated resource consent in Raglan, and include a copy of the consent for the Board's consideration.

- Bus Shelter (Mr John Lawson)
  - Sought an update on the installment of the new bus shelter. Staff responded that it would be fitted by the end of the week, to protect against the prevailing wind.

**ACTION:** Chair to report back on the Council's service request process and its efficacy.

- Places for People
  - Detail required on the new street layout plan. Members of the public suggested a public poll and noted that parking was required in tandem with pedestrianisation use, to service the rural population that accessed Raglan town. Clarity was also sought on whether the plan could be downscaled.
- Town Lighting - Mr Oosten was in discussion with staff on the need to repair lighting in town, including the navigation lights at the harbour.

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

**THAT Mr Shane Gold be given speaking rights on the Coastal Reserves Committee issue in agenda item 6.2 [*Raglan Works, Actions and Issues Report*].**

**CARRIED**

**RCB2009/04**

**REPORTS**

Discretionary Fund Report – to 31 August 2020

Agenda Item 6.1

The report was received [*RCB2009/02 refers*] and the following matters were discussed:

- Corrections required in the report.

**ACTION:** Staff to update the report with the following corrections:

- updated balance to read \$14,273 to reflect duplication of the entry in expenditure and commitment sections in relation to the Raglan Community Arts Council.
- “*Raglan Community Room Project*” in expenditure to read “*Raglan Community Arts Council*”
- The Chair provided an update from Institute of Awesome funding that it had received funding from another organisation for the required defibrillator. In accordance with the Board’s resolution [*Ref RCB 2009/04*] the allocation of \$2,500 should be returned to the pool.

**ACTION:** The Institute of Awesome conditional funding to be returned to the funding pool. [*Ref RCB 2009/04*]

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

**THAT the Raglan Community Board approves payment to the Whaingaroa Raglan Destination Management Organisation in the amount of \$1,000 (including GST) to support the establishment of the DMO.**

**CARRIED**

**RCB2009/05**

Raglan Works, Actions & Issues Report: Status of Items September 2020

Agenda Item 6.2

The report was received [*RCB2009/02 refers*] and the following matters were discussed:

- Raglan Football Club – The Papahua Campground undertook works on drainage.
- Gilmore St Update – Work would occur earlier than originally indicated. Program of works was planned to engage with residents at a public meeting in October 2020.
- Calvert Road – NZTA had originally confirmed that the signage had been erected. This had not been the case. Staff confirmed this would be done within the next week. Further update to come in the October quarterly roading report.
- Pedestrian safety at Raglan Area school

- Coastal Reserves Committee

- The Committee was discontinued at the end of the 2016-19 triennium. The Committee's delegations were removed in November 2019 but stakeholders, including the Board, were informed in February 2020.
- Staff would provide an update report to the Board at the October 2020 Board meeting with options for continuation of this committee and noted that consultation would need to be completed alongside the Reserve Management plan.
- Mr S Gold expressed concern about the lack of notification to stakeholders and the public about the dissolution of the committee.

**ACTION:** Manu Bay Breakwater – Staff to provide an update at the next Board meeting, with particular reference to how the Tonkin Taylor report affected the issue.

**ACTION:** Staff to provide the Board with detail on the process of public consultation when planning road/pathway projects as part of the Quarterly Roading report in October 2020.

**ACTION:** Staff to provide the Board with a formal notification that the Coastal Reserves Committee had been dissolved, with reference to its last committee minutes of February 2020.

**ACTION:** The Board to develop a recommendation on the Coastal Reserves Committee for discussion at the October Board meeting.

**ACTION:** Cr Thomson and Mr Bains to work with Raglan Area School to ensure pedestrian safety and improve traffic congestion and report back to the Board.

**ACTION:** Staff to add the following items to the Works, Actions & Issues report:

- Pedestrian safety at Raglan Area school

**ACTION:** Staff to remove the following items from the Works, Actions & Issues report:

- Raglan Football Club
- Manu Bay Hillside Planting Proposal

**ACTION:** Staff to add the signage update, as discussed, to the Calvert Rd. issue in the Works, Actions and Issues register.

**ACTION:** Staff to address the inconsistencies between Council plans in relation to how the Raglan football club field be dealt with in future.

Soundsplash 2021

## Item 6.3

The report was received [RCB2009/02 refers] and the following matters were discussed:

- The Board queried if the service fee would remain at \$10,000.
- Use of paddocks at the Wainui Reserve was required one weekend before the event, for overflow parking.

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

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

**AND THAT one of the paddocks be reserved the weekend in advance of the event to be used for overflow parking;**

**AND FURTHER THAT Soundsplash organisers commit to the payment of \$10,000 for the use of the Wainui Reserve, to be paid prior to the event;**

**AND FURTHER THAT the Council staff continue to work with the event organisers and hapuu around the use and scheduling of the airfield for parking.**

**CARRIED**

**RCB2009/06**

Proposed Alcohol Control Bylaw 2020

## Item 6.4

The report was received [RCB2009/02 refers] and the following matters were discussed:

- Staff encouraged the public to provide feedback through the online submission process and were mainly seeking first hand experiences.
- The Board queried if:
  - a. potential existed to allow the Surf Lifesaving Club to consume alcohol on site as the proposed changes would prohibit this, due to their location within the reserve; and
  - b. increased signage would be placed in the town to reflect the new Bylaw, to indicate where the consumption of alcohol would be prohibited.



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

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

**AND THAT** the Raglan Community Board delegates Mr Oosten to draft a submission to the Waikato District Council in relation to the Proposed Alcohol Control Bylaw 2020 as follows:

- The draft submission reflects the Board's comments at its meeting on 16 September 2020 and is circulated to all Board members by email for review and approval;
- The final, approved submission is submitted to the Council before the submission close-off date; and
- The final, approved submission is presented to the next Community Board meeting for noting.

**CARRIED**

**RCB2009/07**

Freedom Camping Report

Agenda Item 6.5

- To be deferred to the October 2020 meeting.

Raglan Naturally Update – September 2020

Agenda Item 6.6

The report was received [*RCB2009/02 refers*]. No discussion was held.

Appointment of Community Board Member as a Trustee to Raglan Naturally Trust

Agenda Item 6.7

The report was received [*RCB2009/02 refers*].

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

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

**AND THAT** the Raglan Community Board appoints Mr Oosten to the position as Trustee of the Raglan Naturally Community Trust, to act on behalf of the Raglan Community Board.

**CARRIED**

**RCB2009/08**

Chairperson's Report – September 2020

Agenda Item 6.8

The report was received [*RCB2009/02 refers*]. No discussion was held.

## Councillor's Report – September 2020

### Agenda Item 6.9

The report was received [*RCB2009/02 refers*] and the Councillor highlighted Places for People and the Raglan Wharf Project.

## **BOARD MEMBERS' REPORTS**

### Places for People Update

#### Agenda Item 7.1

The verbal report was received [*RCB2009/02 refers*]. No discussion was held.

### Raglan Wharf Update

#### Agenda Item 7.2

The verbal report was received [*RCB2009/02 refers*]. No discussion was held.

### Plastic Free Raglan – Update

#### Agenda Item 7.3

The report was received [*RCB2009/02 refers*]. Mr Oosten spoke to his report.

- Suggested that Keep Cups and Raglan Plastic Free bags be sold at the new Raglan Information Centre.

### Raglan Harbour Board - Discussion

#### Agenda Item 7.4

Staff provided an overview of this matter and welcomed questions from the public.

- Ms Taruke Thomson, representing Ngati Mahanga, summarised the history of the Harbour.
  - Noted that the land was currently subject to a Treaty of Waitangi claim. It was argued that leaseholding the land at the Harbour would be a breach of the Treaty.
  - Proposed that Council should not look to extend the leases.
- Members of the public questioned how the Harbour Board could be funded in future if the Treaty claim was upheld. Staff responded no action would be taken on alternative funding until a decision on the claim had been made.
- Walkway alongside the harbour from Wallis St to Raglan firestation required repair.

**EXCLUSION OF THE PUBLIC**

Agenda Item 8

**Resolved: (Ms Parson/Cr Thomson)****THAT the public be excluded from the following parts of the proceedings of this meeting;**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item 1.1 – Raglan Harbour Board – Summary	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
Item 1.1	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.
	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

**CARRIED****RCB2009/09**

*Resolution RCB2009/10 is contained in the public excluded section of these minutes.*

Having resumed the open meeting, and there being no further business the meeting was declared closed at 4.17pm.

Minutes approved and confirmed this                      day of                      2020.

G Parsons  
**CHAIRPERSON**

### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Tony Oosten Raglan Community Board
<b>Date</b>	16 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	Submission to Alcohol Control Bylaw 2020

## **I. EXECUTIVE SUMMARY**

---

The purpose of this report is to seek the Raglan Community Board's approval to the proposed submission provided by Mr Tony Oosten to Waikato District Council in relation to the Proposed Waikato District Council Alcohol Control Bylaw 2020. The submission was circulated to all Board members, which was approved by email and sent to Council on 5 October 2020 on behalf of the Board.

## **2. RECOMMENDATION**

---

**THAT the report from Mr Tony Oosten be received;**

**AND THAT the Raglan Community Board notes the submission made on 5 October 2020 to Waikato District Council in relation to the Proposed Waikato District Council Alcohol Bylaw 2020, as attached to the report.**

## **3. ATTACHMENTS**

---

Attachment I – RCB Submission to Alcohol Bylaw Review

## Raglan Community Board Waikato District Council Alcohol Bylaw Submission

5<sup>th</sup> October 2020**Thinking about 'key proposal one' where we propose permanent alcohol ban areas in our town centres (option 1) or entire urban areas (option 2), which statement do you most agree with** Required

- Option 1 - Permanent ban areas in our town centres and near outlets that sell alcohol (areas identified in red on the maps)
- Option 2 - Permanent ban areas that encompass our towns entire urban areas excluding parks reserves and esplanades (areas identified in black dotted lines on the maps)
- I agree with option 1 as well as additional areas that are not proposed
- I agree with option 2 as well as additional areas that are not proposed
- I do not agree with any of these options

**Please tell us why?**

Note Cliff street is not part of CBD so should not be included in ban

You have 186 characters left

**Still thinking about 'key proposal one' where we propose permanent alcohol ban areas at specific locations (Wainui Reserve, Sunset Beach, Karioitahi Beach and Maraetai Bay) which statement do you most agree with?** Required

- Yes I agree these areas should be permanent alcohol ban areas
- No I disagree, these areas should not be permanent alcohol ban areas
- I agree in part however some changes are needed

**Please tell us why?** Required

These areas should not be permanent alcohol banned but instead be in the timed alcohol c

**Thinking about 'key proposal two' where we propose to introduce timed alcohol control from 9pm to 9am in Council controlled parks reserves and esplanades, which statement do you most agree with? Required**

- Yes I agree with the proposed times
- No I disagree with the proposed times
- I agree in part however some changes are needed

**Please tell us why?**

Wainui Reserve, Sunset Beach, Karioitahi Beach and Maraetai Bay should be included.

You have 172 characters left

**Thinking about 'key proposal three' where we propose to introduce a 24/7 seasonal alcohol ban in the Raglan Ward area from 23 December to 10 February, which statement do you most agree with? Required**

- Yes I agree with these proposed dates
- No I do not agree with these proposed dates
- I do not think Raglan needs a Seasonal Alcohol Ban

**Please tell us why?**

You have 255 characters left

**Again thinking about 'key proposal three' where we propose to introduce a 24/7 Seasonal Alcohol Ban to the entire Raglan Ward, which statement do you most agree with?** Required

- I agree with the proposal to introduce a seasonal alcohol ban to the Raglan Ward
- I disagree with the proposal to introduce a Seasonal Alcohol Ban to the Raglan Ward
- I agree in part but think the area needs to be amended

**Please tell us why?**

The benefit of the permanent ban allows the police to ensure public disturbances can be h.

You have 160 characters left

**Can you tell us about any incidences that you have observed or are aware of where alcohol consumption has resulted in crime or disorderly behavior in a public place?** Required

**Is there anything else in relation to the proposed alcohol control bylaw that you wish to make comment on?**

The Surf Life saving club needs to be excluded from the alcohol bylaw as it is located within the Wainui reserve and this could potentially curtail the club's ability to fund raise via functions. The Raglan Community Board request that more signage is installed at multiple locations around the reserves. the Raglan Community Board has concern that this is a civil liberty overreach.

### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	28 October 2020
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	Raglan Works, Actions & Issues Report: Status of Items October 2020

## **1. EXECUTIVE SUMMARY**

---

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

## **2. RECOMMENDATION**

---

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

## **3. ATTACHMENTS**

---

1. Raglan Community Board Actions & Issues Register – October 2020
2. Raglan Community Board Quarterly Update
3. Manu Bay Update 5



## Raglan Community Board - Works and Issues Report – October 2020

Issue and Action		Area	Status Update
1.	<p><u>Manu Bay Breakwater</u> Staff to provide an update at the next meeting, with particular reference to how the Tonkin Taylor report affected the issue.</p>	Paul M	Manu Bay Update 5 (issued 9 October 2020) is attached covering the recent removal of the surplus rocks as agreed by the key stakeholders at the Forum workshops and follow-up consultative meetings.
2.	Staff to provide the Board with detail on the process of public consultation when planning road/pathway projects as part of the Quarterly Rooding report in October.	Ross B	Quarterly Update attached for information.
3.	<p>Staff to add the following items to the report:</p> <ul style="list-style-type: none"> <li>- Pedestrian safety at Raglan Area school</li> </ul>	Gareth B	The Road Safety Engineer undertook site visits to observe issues and also met with the School Principal. The site is typical of larger schools pm pick up times, especially during wet weather, it is an unfortunate reflection of today's modern living and parking is not considered in school growth planning. There are a number of issues that are not roading related and are a result of school growth, lack of onsite planning for staff car parking. This will require a broader approach to the issues particularly at pm pick up. However, speed will reduce to 40km/h throughout the township once revocation of SH23 (in part is complete), this will improve safety, but congestion is likely to remain an issue. If the revocation of SH23 looks like to be protracted process, will bring speed limits forward to install in December 2020. The school is going to look at ways to reduce traffic particularly for teaching staff. Additional crossing points are being proposed on Main Road to improve crossing safety
4.	Staff to add signage update from this meeting to Calvert Rd issue in the Works, Actions and Issues register.	Gareth B	Signs have been installed.

## **Community Projects**

### **Boat Ramps**

#### Manu Bay Breakwater

The planned rock removal works are complete. Update five was issued on 9 October and is attached to this report.

### **Walkways**

#### Papahua

The camp entranceway works now have confirmed funding. Funding of the remainder of the stage two path including the camp ground entrance is being sought. If confirmed this will be constructed at the same time as the Stage I works, and bundled with similar footpath works near the skatepark.

### **Jetty/Wharf**

#### Cliff St Jetty Repair

Stainless Steel post brackets are being fabricated by Taupiri Engineering and delivery is expected within a week.

All documentation is complete and contractor Pipescape will be installing the brackets as soon as they are delivered.

## Raglan Community Board Quarterly Update

## Roading, Footpaths, Walkways, Cycleways and Parking

<b>Recently completed</b>	
Wainui Road footpath (leading to Wainui Bush Reserve)	
<b>Current</b>	<b>Status</b>
Gilmour Street (how long will it take?)	With designers
Raglan Holiday Park, Papahua	With designers
Wainui Road Footbridge	This is a timber footbridge on Wainui Road by the treatment plant that needs replacing. Waikato District Alliance were working on it but to date, have not progressed it due to consent requirements. Considering delivering internally but will require additional funding to complete the project as solution has changed from culvert extension and land reclamation to potential precast concrete bridge. This will still require resource consent but should be simplified. It will also extend the life of the asset.
Cliff Street Footpath new and upgrade	March 2021
Cliff Street signs improved for one-way	Installed
Cliff Street Jetty Repair	<p>Stainless Steel post brackets are being fabricated by Taupiri Engineering and delivery is expected within a week.</p> <p>All documentation is complete and contractor Pipescape will be installing the brackets as soon as they are delivered.</p>
Greenslade Footpath	Design underway, February construction
State Highway 23 revocation	With NZTA process
Bow Street works to support speed/safety	Awaiting outcome of innovating streets consultation/proposals
<b>Upcoming works (next 6 month)</b>	<b>Status</b>
Wharf project Footpath	With wharf steering group
<p>Longer term planning for transport (linked to wharf project)</p> <p>What is the plan for car parking in the wharf area?</p>	Gareth Bellamy is meeting with the Community Board on 21 October 2020 to discuss transportation matters.

<b>Issues</b>	<b>Status</b>
Calvert Road (refer to suggested improvements in works and issues report)	Signs have been installed
Rose Street (being used for overflow boat ramp parking compromising access for residents and safety concerns)	Is an issue, but need to undertake a wider consultation, Community Board to advise how they would like the consultation to be undertaken – residents only?, wider community?

# **Manu Bay (Waikeri) Breakwater: Progress Report Update No.5**

Thank you to all Manu Bay breakwater participants for your guidance and patience to allow the rock removal from the seaward side of the breakwater to be undertaken.

This report is to update you on the inputs and outputs achieved to successfully complete the physical works. The opportunity was taken to document and collect data to analyse pre and post rock removal to better understand the performance of the breakwater and the rock migration of the Manu Bay marine environment.

## **Engagement and Consultation with Key Stakeholders as agreed with the Forum members.**

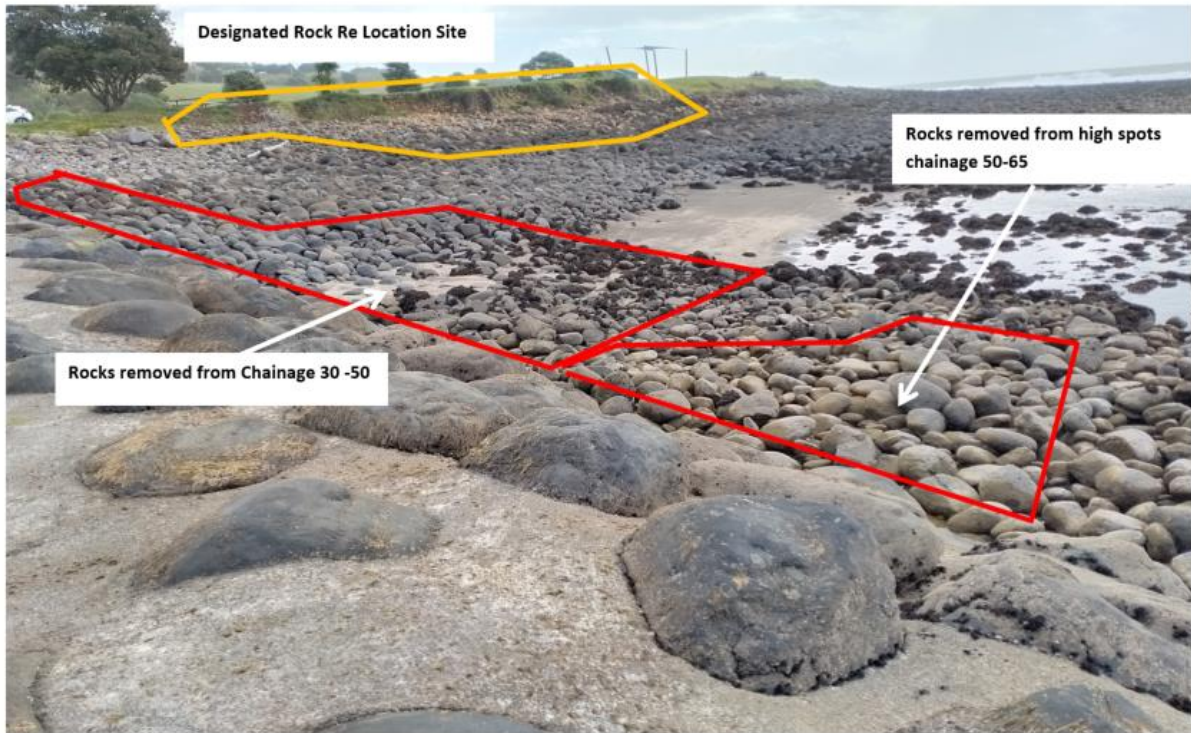
Prior to commencement of physical works, key stakeholders were sent a detailed Environmental Management Plan outlining the contractor's methodology of works and the environmental mitigations to review and approve. Approvals were granted from representatives from the Point Board Riders Club - Maioha Kelly, Surf Protection Society - Malibu Hamilton, landowner Daniel Kereopa, Raglan Sports Fishing Club - Ken Barry, and Andrew Kramer from WRC. A final check of the site was conducted individually with Malibu Hamilton and again with Ken Barry. Through this process unexpectedly a new round of consultation took place with a direct descent (Uri) of an original landowner Glenda Dunn. Met with Glenda at Manu Bay, and an acknowledgement from WDC to Glenda and the whānau regarding their whakapapa to the land. Glenda gave her support to continue with the works and has provided a list of existing landowners contact details to notify when any council works are planned for the area.

## **Description of the work done**

The project commenced at 6.00am Tuesday 21 October to coincide with the king low tides. Approximately 78m<sup>3</sup> of rocks were removed and re-located to the designated embankment to support erosion control. The rocks were meticulously excavated to minimise any marine ecology disturbance. Rock placement against the embankment is tightly packed, sturdy, and self-supporting. Severe wind and rain interrupted works on Day 3, but the contractor was able to continue the works and complete the next day as planned. Early starts and late finishes on this project were determined by the timing of early and late tides. WDA Surveyor Hemi Koroheke set up survey marks to assist the contractor to manage rock removal quality and quantity. Pre and post works surveys of the rock removal sites were carried out as important survey data. Site safety fences were left standing for an additional nine days to allow the grassed area to recover (see photos).

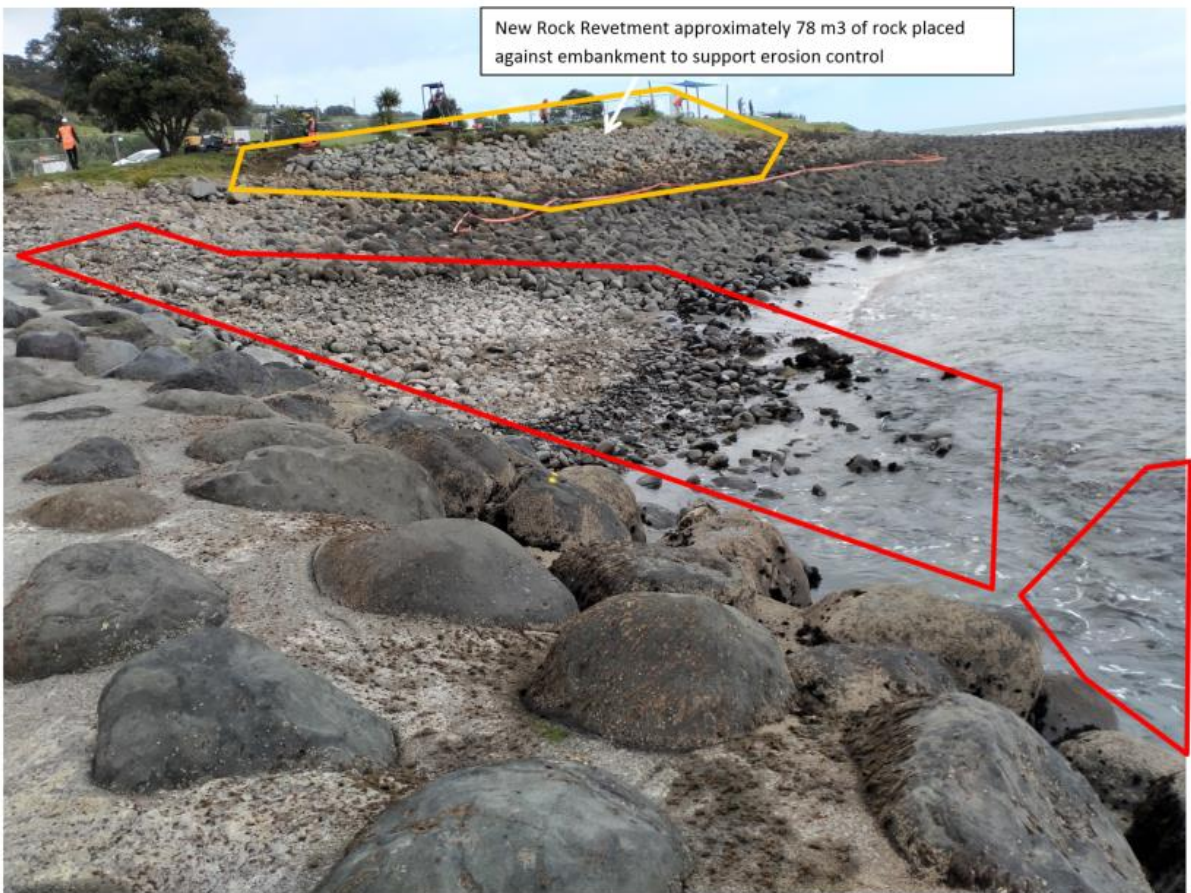
### Pre- Rock Removal Works

Pic 1



### Post Rock Removal Works

Pic 2



## Where to from here

Rocks will require time to acclimate and may continue to end up over on the boat ramp. WDC staff expect this to reduce over time. The maintenance programme will continue to manage the rocks on the boat ramp. WDC staff will monitor the ramp and breakwater through the summer and analyse the effects, referring to all bases of data, surveys, monitoring footage pre rock removal and compare against post rock removal, and any anecdotal evidence of changes.

Regular site visits will be carried out by WDC staff to take observations and gather data of any changes.

If there are major changes or anything significant to report over the summer, another Update will be sent to the forum. In autumn WDC expect to have completed an analysis of the effect of the rock removal by ECoast and peer reviewed by Tonkin + Taylor, to be presented to the forum.

**Photo on the last day of works**



**Photo one week later**



## Feedback

If you have any questions in the meantime, please do not hesitate to contact us at [trevor.ranga@waidc.govt.nz](mailto:trevor.ranga@waidc.govt.nz)

---

### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Alison Diaz Chief Financial Officer
<b>Date</b>	12 October 2020
<b>Prepared by</b>	Jean de Abreu Support Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0507
<b>Report Title</b>	Discretionary Fund Report to 12 October 2020

### **1. EXECUTIVE SUMMARY**

---

To update the Board on the Discretionary Fund Report to 12 October 2020.

### **2. RECOMMENDATION**

---

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

### **3. ATTACHMENTS**

---

Discretionary Fund Report to 12 October 2020



<b>RAGLAN COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)</b>
---

<b>As at Date: 12-Oct-2020</b>
--------------------------------

			<b>1,206,170.4</b>
<b>2020/21 Annual Plan</b>			14,271.00
<b>Carry forward from 2019/20</b>			8,002.00
			<u><b>22,273.00</b></u>
<b>Total Funding</b>			
<b>Income</b>			
<b>Total Income</b>			<u>-</u>
<b>Expenditure</b>			
14-Aug-2020	Raglan Community Arts Council	RCB2008/05	3,500.00
<b>Total Expenditure</b>			<u><b>3,500.00</b></u>
<b>Net Funding Remaining (Before commitments)</b>			<u><b>18,773.00</b></u>
<b>Commitments</b>			
23-Jun-2020	Maki Nishiyama for the creation of a Raglan Community Board website to include set up, board training, and two year domain hosting	RCB2006/03	1,000.00
05-Aug-2020	Raglan Community Radio from the Board's Discretionary Fund for the Whaingaroa Talent Factory Event - 10 October 2020	RCB2008/03	1,000.00
16-Sep-2020	Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO (\$1,000 incl. GST)	RCB2009/05	869.57
<b>Total Commitments</b>			<u><b>2,869.57</b></u>
<b>Net Funding Remaining (Including commitments)</b>			<u><b>15,903.43</b></u>

---

**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Cr Lisa Thomson Raglan Ward Councillor
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Date</b>	28th October 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0508
<b>Report Title</b>	Freedom Camping Recommendations

**1. EXECUTIVE SUMMARY**

---

The Recommendations for Freedom Camping are attached for the Board's information.

**2. RECOMMENDATION**

---

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

**3. ATTACHMENTS**

---

- I. Recommendations for Freedom Camping

## **Recommendations for Freedom Camping**

### **Immediate Action for Summer 2020/21**

- Adequate signage directing freedom campers to appropriate parking areas - rugby sports club car park, Stewart Street and Wallis Street.
- Current maps highlighting oversized parking and freedom camping areas.
- Ongoing and consistent monitoring over the busy summer period.
- Consistent messaging regarding freedom camping shared throughout the community.
- Work closely with the newly established Whaingaroa-Raglan Destination Management Organisation and other information providers to collaborate with messaging, mapping and general information about/for freedom camping.
- Work closely with WDC staff to ensure we are all sharing correct information and identify any issues as they arise.
- Work with local businesses on finding opportunities for parking, for example confirm with Raglan Medical that we are able to use their car park on weekends.

### **Freedom Camping By-Law Review:**

- Designated area for self-contained freedom camping - suggested site to be considered, overflow car park at Wainui Reserve, as this does not impact on residential areas and is close to town/beach.
- Overflow parking for oversized campers on the senior soccer field at Papahua (for those wanting to visit the CBD - this is not suggested as an area to freedom camp)
- Wayfinding maps that clearly define parking, walking, distances to key locations etc
- Create a Ragan Freedom Camping Passport for qualified self-contained freedom campers. This will enable data to be collected on who, how many, where they are spending etc to be undertaken.

---

### **Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Gabrielle Parsons Raglan Community Board
<b>Date</b>	16 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0507
<b>Report Title</b>	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 – 28 October 2020

## **Raglan Community Board - Chairperson's Report**

16<sup>th</sup> October 2020

I would like to say a big thank you all the community board members for being such a good team and bringing your skills, experience, time and passion into the work that we are doing. Our role as board members can be challenging at times and I appreciate the honest conversations we can have together and the support we show for each other.

Over the last few weeks I have been working on:

- Raglan Wharf Project
- Places for People Project
- District Plan – Raglan Special Character

### Transport and Connectivity

The board will now be receiving a quarterly update from WDC on Roothing and Connectivity. The first one to come at our October meeting.

We as the board had a really good meet up recently to brainstorm ideas for Transport and Connectivity – for both Summer solutions and longer term planning.

This is what we covered in this meeting:

- Understand what the transport and connectivity opportunities and challenges are
- Understand our role as RCB in this planning work
- Identify short term solutions (Summer 20/21)
- Think about longer term planning/solutions

I aim to report further on this in our next board meeting in December, with some actions we are taking for this Summer season and how we would like to plan for the longer term and involve the wider community in this.

### Manu Bay Planting

I have been in contact with staff and await a date for a site visit with stakeholders. Planting would happen next year.

Outstanding to report on – at Dec meeting:

- Service requests - to report back on the Council's service request process and its efficacy.
- RCB Engagement Plan and 90 Day Plan

If you would like to know more about any of the above please contact me at [gparsonraglancommunityboard@gmail.com](mailto:gparsonraglancommunityboard@gmail.com)

---

**Open Meeting**

<b>To</b>	Raglan Community Board
<b>From</b>	Cr Lisa Thomson Raglan Ward Councillor
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Date</b>	28 October 2020
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0508
<b>Report Title</b>	Councillor's Report

**1. EXECUTIVE SUMMARY**

---

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

**2. RECOMMENDATION**

---

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

**3. ATTACHMENTS**

---

1. Whaingaroa-Raglan Destination Management Organisation Update
2. Whaingaroa-Raglan Destination Management Organisation Presentation

**Council Meetings:**

- Council

**Sub-Committee Meetings:**

- Policy and Regulatory
- Infrastructure
- Strategy and Finance
- Solid Waste Steering Group
- Policy and Regulatory Alcohol Control hearing

**Workshops:**

- Zero Harm
- Waters Governance Board Update
- Zoom Reserves Management Planning with Stacey Solomon, Duncan MacDougall, Josh Crawshaw, Tony Oosten and Dennis Amoore
- The Future of Waste in Waikato District
- Planning Legislation Update

**Community:**

- Raglan Naturally - preparation for governance board appointments and committee meeting
- Places for People project – team meetings
- Wharf Project - PGC meetings
- Information Hub
- Destination Management Organisation Strategic Planning
- Destination Management Organisation community information evening Thursday 8th October, refer to attached documents
- Raglan Radio - Interview, also interviewed with Gary Farrow from Free FM, both Aaron Moore & I.
- Raglan Camp Papahua governance board meeting
- Te Uku Recycling onsite meeting with the principal Pip Mears, BoT representatives, WDC Staff Pat Cronin, Steve Ellis and Xtreme Zero Waste - Rick Thorpe, to discuss the recycling bin, issues and challenges
- RCB Transport and Parking Brainstorming session
- Coordinating a meeting with Raglan Area School Principal, PTA, WDC staff and police regarding school traffic and safety for early in term 4
- Whaingaroa Raglan Affordability Project meeting
- Attended the Tiny House Conference in Auckland on behalf of WRAP
- Freedom Camping Planning/Recommendation session with Tony Oosten

# Whaingaroa-Raglan Destination Management Organisation

## Museum & Information Hub Update 7 October 2020

### Purpose / Aronga

Raglan i-SITE and Museum reception, which had been funded by Waikato District Council (WDC) and Waikato Enterprise Agency (WEA), closed on 30 June 2020.

The Museum needs front office staff to open/close and check the Museum daily, to collect Museum entrance fees, and provide information to visitors about the Museum.

Raglan needs an information hub for visitors and locals, to provide information about services, accommodation, activities, local history, restaurants, transport, and other information about Raglan, including onwards travel for visitors.

The Information Hub should embody Raglan's Manaakitanga.

### Who we are / He kupu whakataki

A 'Museum/i-SITE working group' was formed to find a solution to keep the Museum and Information Hub open. The working group included representatives from Raglan Museum, Raglan Community Board, Raglan Naturally, local Iwi/Hāpu, Cnr Thomson Waikato District Council, and Raglan Business Chamber.

In the interim the Museum and Visitor Hub has been staffed by volunteer members from Raglan Museum Society. It has been open from 10am to 3pm with one volunteer per morning and one per afternoon shift. There have been times the Museum has had to close due to lack of availability of volunteers to staff.

### The pathway forward / Te ara whakamua

In 2016, a group of Raglan tourism stakeholders met with Hamilton Waikato Tourism to create a Destination Action Plan for Raglan. This plan further inspired the establishment of the Whaingaroa-Raglan Destination Management Organisation (WRDMO) in 2017. The WRDMO had not been operational since it was Incorporated in 2017.

The decision was made by the 'Museum/i-SITE working group' to activate the WRDMO to be the organisation responsible for finding a solution going forward.

The WRDMO has signed a Memorandum of Understanding with Raglan Museum to provide services to the Museum and is currently negotiating a contract with WDC to lease the space vacated by the i-SITE.

With the high season rapidly approaching, and the expectation that there will be unprecedented numbers of domestic visitors to Raglan over the summer period, a sustainable solution needs to be put in place with some urgency, ideally before Labour weekend. The Museum front desk needs to be 'staffed' to so that the Museum can open, to provide services to, and collect entrance fees on behalf of, the Museum.

Volunteer staff need to be recruited. WRDMO has appointed a volunteer project team, and the plan is that trained volunteers will staff the Museum and Information Hub to keep it open.

The WRDMO is currently staffed by volunteers, including the project team.



## What is destination management / Tikanga whakahaere wheako

Destination management is a process of coordinating the management of all aspects of a destination that contribute to a visitor's experience, considering the needs of visitors, residents, businesses, and the environment.

It is a systematic and holistic approach to making a visitor destination work efficiently and effectively so the overall experience is maximised whilst negative impacts are minimised.

## Our purpose / Kaupapa

The newly formed WRDMO Board is in the process of defining its purpose and developing a Business Plan, which will include:

- Providing general information services in addition to front office services, and collecting entrance fees, on behalf of Raglan Museum
- Aligning with Raglan Naturally to provide a streamlined, cohesive vision for the future growth and impact of visitors to, and management of tourism in Raglan. It will help create job opportunities for locals. Raglan's unique attractions for visitors can provide benefits for everyone.
- Visitors can be educated about our place and they can contribute to local economy and projects.
- Event Management:
  - Create and implement an event strategy
  - Develop opportunities for year-round events
  - Manage and approve all incoming event applications and communicate upcoming events to all necessary organisations and stakeholders.

### Activity will be guided by:

- The [Raglan Destination Action Plan](#) – Hamilton & Waikato Tourism, November 2016
- The [Raglan Naturally Community Plan](#)
- The [Raglan Visitor Infrastructure Study](#) - Waikato District Council, December 2017
- [I-SITE Centre Review](#) – Waikato District Council, March 2018
- [Destination Management Guidelines](#) – Ministry of Business, Innovation & Employment, 2019

## Vision, Mission and Values

### Vision / Tūtoro

Weaving experiences through people and place

### Mission / Whakatakanga

To create a hub connecting visitors with our community. Ensuring a range of experiences to showcase our people, our landscape, our stories, our history, and our place

### Values / Tikanga

#### Manaakitanga

We will encourage generosity, compassion, and kindness in all our relationships, internal and external

#### Kaitiakitanga

Actively protecting and nurturing people, place, land and sea

**Rangatiratanga**

We adhere to the Treaty through active partnership, protection, and participation

**Leadership**

We have the ability and skills to guide innovate, learn, and share to deliver our purpose

**Respect / Integrity**

Professional and ethical conduct with honesty, transparency, and reliability

**Knowledge**

To be informed and share local culture, character, environment services and amenities.

**Objectives / Ngā whāinga**

- To be widely recognised as the eco-friendly heart of New Zealand, and a leading example of responsible and sustainable tourism
- To increase visitor numbers during shoulder and off-season periods
- To increase visitor length of stay
- To create and support additional businesses and employment in the visitor economy
- To grow participation of local iwi in the visitor economy
- To encourage local people to be the passionate ambassadors for Raglan
- To be a sustainable, self-funding organisation.

**If you have any questions about Whaingaroa-Raglan Destination Management Organisation****Contact:**

Charlie Young, Chair – [cm58@hotmail.com](mailto:cm58@hotmail.com), 021 175 8644, or

Amanda Graham, Project Manager – [info@raglanchamber.co.nz](mailto:info@raglanchamber.co.nz), 0274 823 707

**QUESTIONS:**

1. Do you feel there is value in having the WRDMO? Why?
2. What services should the WRDMO offer?
3. What services would you / business / organisation use?
4. Would you pay a membership fee to be part of the WRDMO?  
If yes, what would you expect as part of a membership
5. Would you consider volunteering your time or that of a staff member to assist at the information hub?



**Whaingaroa-Raglan  
Destination Management  
Organisation (WRDMO)**

**Museum & Visitor Hub  
Update Meeting**



## **Vision / Tūtoro**

Weaving experiences  
through people and place

## **Mission / Whakatakanga**

To create a hub connecting  
visitors with our community.

Ensuring a range of experiences to  
showcase our people, our landscape, our  
stories, our history, and our place

# Values / Tikanga



## **Manaakitanga**

We will encourage generosity, compassion, and kindness in all our relationships, internal and external

## **Kaitiakitanga**

Actively protecting and nurturing people, place, land and sea

## **Rangatiratanga**

We adhere to the Treaty through active partnership, protection, and participation

## **Leadership**

We have the ability and skills to guide innovate, learn, and share to deliver our purpose

## **Respect / Integrity**

Professional and ethical conduct with honesty, transparency, and reliability

## **Knowledge**

To be informed and share local culture, character, environment services and amenities.

# Objectives / Ngā Whāinga



- To be widely recognised as the eco-friendly heart of New Zealand, and a leading example of responsible and sustainable tourism
- To increase visitor numbers during shoulder and off-season periods
- To increase visitor length of stay
- To create and support additional businesses and employment in the visitor economy
- To grow participation of local iwi in the visitor economy
- To encourage local people to be the passionate ambassadors for Raglan
- To be a sustainable, self-funding organisation.

# QUESTIONS

Do you feel there is value in having the WRDMO? Why?

What services should the WRDMO offer?

What services would you / business / organisation use?

Would you pay a membership fee to be part of the WRDMO?

If yes, what would you expect as part of a membership?

Would you consider volunteering your time or that of a staff member to assist at the information hub?



Questions?



### Open Meeting

<b>To</b>	Raglan Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	19 October 2020
<b>Prepared by</b>	Grace Brady Democracy Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0507
<b>Report Title</b>	Exclusion of the Public

## I. RECOMMENDATION

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item number 1.1 – Confirmation of Public Excluded Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
1.1		Refer to the previous Public Excluded reason in the agenda for this meeting.