

Agenda for a meeting of the Raglan Community Board to be held in the Basement Meeting Room, Raglan House, 45 Bow Street, Raglan on **WEDNESDAY, 9 DECEMBER 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**
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- 5. PUBLIC FORUM**
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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Raglan Community Board
From	GJ Ion Chief Executive
Date	4 November 2020
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, 28 October 2020 are submitted for confirmation.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Wednesday, 28 October 2020 be confirmed.

3. ATTACHMENTS

RCB Minutes – 28 October 2020

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **WEDNESDAY 28 OCTOBER 2020** commencing at **1.31pm**.

Present:

Mrs G Parson (Chairperson)
Mr B MacLeod (Deputy Chair) *[from 1.34pm]*
Mr S Bains
Mr T Oosten
Mr C Rayner
Cr LR Thomson

Attending:

His Worship the Mayor, Mr AM Sanson

Mr R MacCulloch (General Manager Service Delivery)
Mr D MacDougall (Open Spaces Team Leader)
M G Bellamy (Senior Transportation Engineer)
Ms G Brady (Democracy Advisor)

Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Parson/Cr Thomson)

THAT an apology be received from **Mr Amoores**;

AND THAT an apology for lateness be received from **Mr MacLeod**.

CARRIED

RCB2010/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Rayner/Cr Thomson)

THAT the agenda for a meeting of the Raglan Community Board held on Wednesday 28 October 2020 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the Board resolves that item 6 [*Speakers*] be withdrawn from the agenda and deferred until a 2021 Board meeting;

AND FURTHER THAT Mr Shane Gold be given speaking rights for item 7.1 [*Coastal Reserves Committee*].

CARRIED

RCB2010/02

Mr MacLeod joined the meeting at 1.34pm during the above item.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Parson/Mr Bains)

THAT the minutes of a meeting of the Raglan Community Board held on Wednesday 16 September 2020 be confirmed as a true and correct record of that meeting.

CARRIED

RCB2010/03

PUBLIC FORUM

The following issues were discussed during the Public Forum:

- Disabled parking and general access
 - Concern raised about the removal of a disabled car park space outside Orca restaurant on Wallis St and the lack of public consultation in its removal. Chair confirmed that the parking spot was removed but another would be installed at a similar location within the same area. Members of the public queried the suitability of the proposed new location.

- No disabled parking spot existed outside the laundromat in Raglan or at recreational facilities such as the Papahua boat ramp. Social isolation in relation to disabled access was also a concern.
- Staff agreed that more mobility parking spaces were required and explained that the parking spot was removed due to its limited use. Delineations for a new disabled parking space had not been completed.
- Proposed new eco tour company – (Garreth Jones, Raglan Rock) Mr Jones sought advice and connections from the Board on communication with Waikato District Council and Waikato Regional Council. Discussions had taken place with relevant stakeholders, including hapuu. The Board agreed to meet with Mr Jones to discuss further.
- Coastal Reserves (Daniel Kereopa) Concern that commercial businesses were still operating at the bottom of Ngaranui beach.
- Rose St (John Lawson) Suggested that the Community Board consult the wider community on issues raised in the Quarterly Roothing Update.

REPORTS

Coastal Reserves Committee Agenda Item 7.1

The report was received [*RCB2010/02 refers*]. Mr MacDougall spoke to the report and the following items were discussed:

- The Coastal Reserves Committee had been dissolved at the end of the last triennium.
- The Community Board had the opportunity to create a subcommittee or other oversight group to connect between the community and Council on coastal reserve matters.
- Acknowledged a need existed for community input into the management of Raglan Coastal Reserves' governance and policy.
- Advised that the Community Board would need to have further discussion before presenting their decision to Council.
- Mr Shane Gold expressed his disappointment in how the Committee had been dissolved and lack of communication with its members, a number of which were volunteers.
- Feedback received indicated that the Committee was no longer fit for purpose and was costly to administer.
- Staff noted that strategic management, appropriate health and safety systems, and operational changes around event management had influenced the decision to dissolve. Collaborative consultation processes with the community remained a Council priority, particularly with regard to events.

- Staff recommended that the Board made a submission to the Reserve Management Plan if the Board had concerns about the reserve's use as a farm.
- Staff noted that delegations could not be re-delegated once assigned to the Community Board and recommended a Board subcommittee be established. It was suggested that Mr Gold could be added as member of such subcommittee, and that other stakeholder groups would need to be considered.
- Staff apologised to Mr Gold and the other members of the Coastal Reserves Committee for the lack of communication about the Committee's dissolution and thanked them for their service.

ACTION: Staff to provide the Board with further information on the functions and responsibilities of the Coastal Reserves Committee, including any outstanding issues, before the next Board meeting.

ACTION: The Board to host a workshop to discuss the possibility of taking on a position of oversight in relation to the management of reserves.

Submission to Alcohol Control Bylaw 2020
Agenda Item 7.2

The report was received [*RCB2010/02 refers*] and the following items were discussed:

- High level and quality of feedback received from the community.
- The Ward ban had not been well received by the community.
- The public had welcomed the inclusion of the Papahua reserve grounds into Raglan CBD's permanent liquor ban area.
- The Board highlighted that local police had welcomed the clear liquor ban areas as it enabled policing to be enforced easily.

Resolved: (Mrs Parson/Mr Rayner)

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.

CARRIED

RCB2010/4

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

Agenda Item 7.3

The report was received [RCB2010/02 refers] and the following items were discussed:

- Manu Bay Breakwater
 - No reference had been made to the Tonkin Taylor report, as had been previously requested by the Board. Staff confirmed that the report had been taken into consideration by staff. Mr MacLeod confirmed this had occurred during the forum meeting facilitated by Mr Tim Clarke.
 - Staff indicated that a monitoring programme needed to be established to assess the performance of the breakwater. The Manu Bay Breakwater forum would meet before the end of 2020 to confirm the programme implementation was planned for early 2021.
- Public consultation process for road/pathway projects
 - Due to Raglan's growth, retrofitting of the roading network was required. Standards of Roding and the Public Spaces Bylaw outlined the process which enabled staff to carry out works in line with this growth. A staff-led formal public engagement had been developed.

ACTION: Staff to keep the Board informed of significant roading/footpath issues in advance of any action being taken.

- Pedestrian Safety at Raglan Area school
 - Mr Oosten, as the Community Board representative for the school, would keep the Board updated.
- Raglan Community Board Quarterly Update
 - The General Manager Service Delivery referenced the staff resource required in generating detailed additional reports. Staff would provide as much information as possible when submitting a report, resource permitting. Requests for further information from staff were welcomed.
 - The Board noted that the Gilmore St issue had been ongoing and required action.

ACTION: Staff to remove Cliff Street Jetty repair from the report as the works were essentially complete.

- Calvert Road
 - Staff would continue to monitor the situation through the service request system and monitor feedback to assess the effectiveness of the signage. If new signage proved unsuccessful, other methods would be investigated.

- Agreed that all residents should be consulted to reach a consensus.
- Rose St. - Staff sought the Board's support and feedback on a suitable engagement process. The Board suggested staff engage with the Wharf Stakeholder Group at its next meeting and that a holding statement be circulated to the Board to communicate the issue to Raglan residents, and seek feedback.
- Mr Rayner spoke to the disabled parking issue discussed in the Public Forum, and asked that a park space adjacent to the footpath be installed for the safety of its users.

ACTION: Staff to add Disabled Parking issue to the Works & Issues report.

Resolved: (Mr Rayner/Mr Oosten)

THAT The Raglan Community Board recommends to Council that the disabled car park space be returned to the Northern side of the Bow St/Wallis St car park, with the acknowledgement that one parking space would need to be removed to meet the spacing requirements of a mobility park space.

CARRIED

RCB2010/05

Discretionary Fund Report – to 12 October 2020

Agenda Item 7.4

The report was received [*RCB2010/02 refers*] and the following items were discussed:

Resolved: (Mrs Parson/Cr Thomson)

THAT the Raglan Community Board approves payment to the Whaingaroa Raglan Destination Management Organisation in the amount of \$130.43 (excluding GST) to support its establishment.

CARRIED

RCB2010/06

Freedom Camping Recommendations

Agenda Item 7.5

The report was received [RCB2010/02 refers].

Cr Thomson summarised the report.

Resolved: (Ms Parson/Mr MacLeod)

THAT the report be received;

AND THAT the Board's recommendations contained within the report be taken into consideration by the Council Monitoring Team;

AND FURTHER THAT the Council Monitoring Team works closely with the Raglan Community Board on actions needed for the Freedom Camping Bylaw implementation in 2021.

CARRIED

RCB2010/07

Raglan Naturally Report

Agenda Item 7.6

The report was received [RCB2010/02 refers]. The Chair summarised the report. The Trust appointments had been made and would be communicated to the community shortly.

Chairperson's Report

Agenda Item 7.7

The report was received [RCB2010/02 refers] and the Chair summarised the report.

Councillor's Report

Agenda Item 7.8

The report was received [RCB2010/02 refers] and Cr Thomson summarised the report.

Raglan Stormwater – Tony Oosten

Agenda Item 8.1

The report was received [RCB2010/02 refers] and the following items were discussed:

- A stormwater meeting had been held on 20 October 2020. Watercare representatives and staff from WRC consent monitoring team had attended.
- The abatement notice was current. A new monitoring process was being devised.
- The current floodgate required closing to protect freshwater planting.

Raglan Wastewater – Chris Rayner
Agenda Item 8.1

The report was received [RCB2010/02 refers] and the following items were discussed:

- The next hui was scheduled for 17 November 2020 via Zoom.

Places for People Update – Dennis Amooore
Agenda Item 8.3

The report was received [RCB2010/02 refers]. Mr Rayner spoke to the update and the following items were discussed:

- Physical works would take place pre-Christmas 2020 and in 2021, following further public consultation.

Raglan Wharf Update – Dennis Amooore
Agenda Item 8.4

The report was received [RCB2010/02 refers]. Mr Rayner summarised the report.

EXCLUSION OF THE PUBLIC

Agenda Item 9

Resolved: (Mr MacLeod/Mr Bains)

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)

Open Meeting

To	Raglan Community Board
From	Gavin Ion Chief Executive
Date	27 November 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	NZ Police Update

I. EXECUTIVE SUMMARY

To advise members that a representative from the New Zealand Police will be in attendance at the Community Board meeting.

2. RECOMMENDATION

THAT the verbal report from the NZ Police be received.

Open Meeting

To	Raglan Community Board
From	Alison Diaz Chief Financial Officer
Date	23 November 2020
Prepared by	Jean de Abreu Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0507
Report Title	Discretionary Fund Report to 23 November 2020

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 23 November 2020.

2. RECOMMENDATION

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

3. ATTACHMENTS

Discretionary Fund Report to 23 November 2020

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

As at Date: 23-Nov-2020

			1,206,170.4
2020/21 Annual Plan			14,271.00
Carry forward from 2019/20			8,002.00
Total Funding			22,273.00
Income			
Total Income			-
Expenditure			
14-Aug-2020	Raglan Community Arts Council	RCB2008/05	3,500.00
Total Expenditure			3,500.00
Net Funding Remaining (Before commitments)			18,773.00
Commitments			
23-Jun-2020	Maki Nishiyama for the creation of a Raglan Community Board website to include set up, board training, and two year domain hosting	RCB2006/03	1,000.00
05-Aug-2020	Raglan Community Radio from the Board's Discretionary Fund for the Whaingaroa Talent Factory Event - 10 October 2020	RCB2008/03	1,000.00
16-Sep-2020	Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO (\$1,000 incl. GST)	RCB2009/05	869.57
28-Oct-2020	An additional amount of \$130.43 is committed to Whaingaroa Raglan Destination Management Organisation for the support of the establishment of the DMO	RCB2010/06	130.43
Total Commitments			3,000.00
Net Funding Remaining (Including commitments)			15,773.00

Open Meeting

To	Raglan Community Board
From	Tony Whittaker Chief Operating Officer
Date	23 November 2020
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0507
Report Title	Year to Date Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the Year to Date Service Request Report to 30 September 2020.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Year to Date Service Request Report for Raglan Community Board

Service Request Time Frames By Ward for¹⁶

RAGLAN

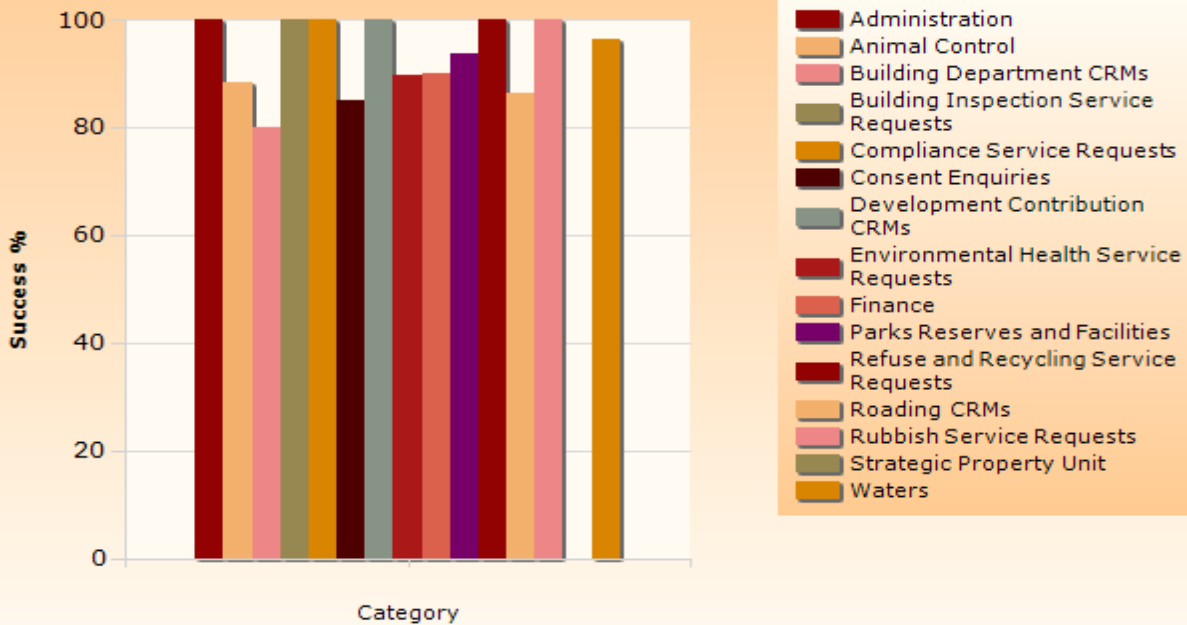


Date Range: 01/07/2020 to 30/09/2020

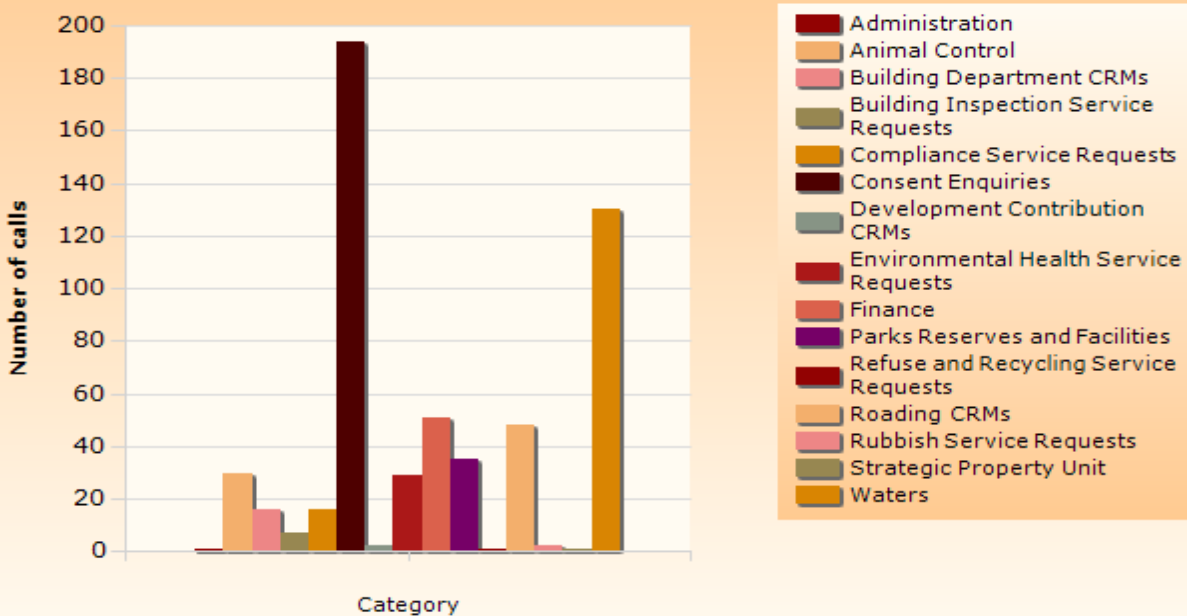
The success rate excludes Open Calls as outcome is not yet known.

11/23/2020 2:23:39 PM

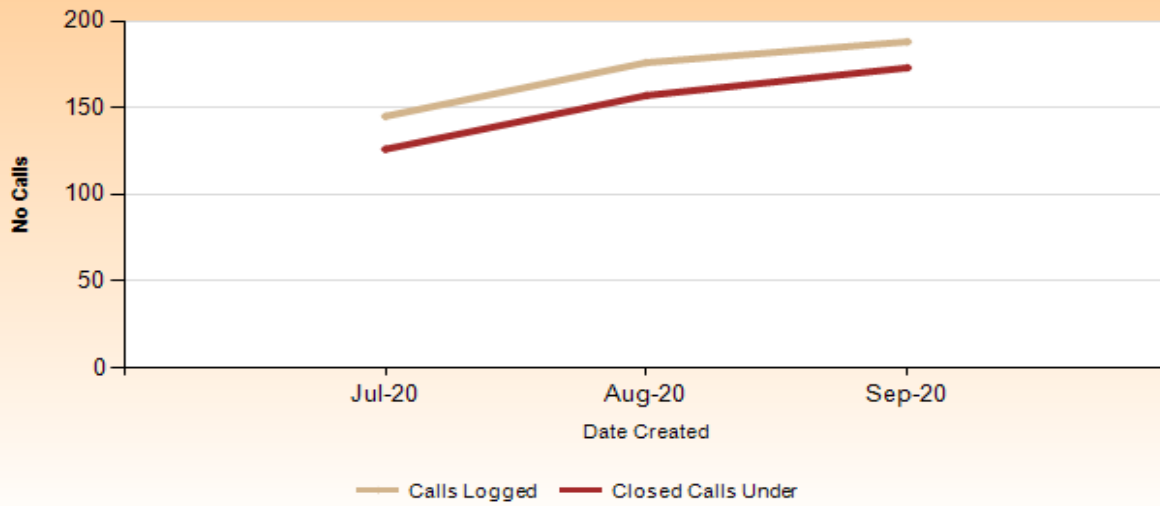
Call Completion % Success by Type



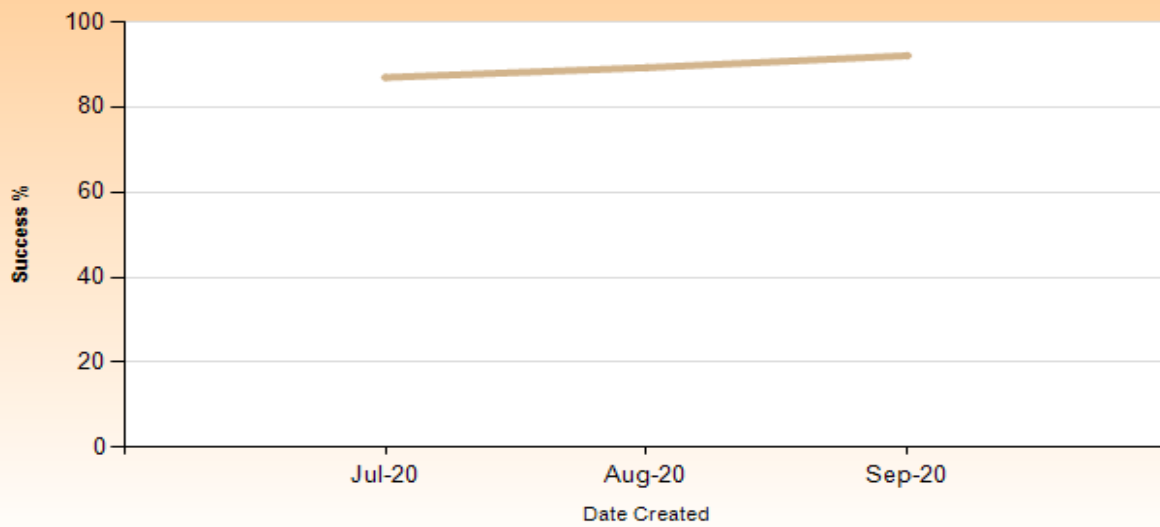
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	1				1	100.00%
	Pro rated rates for the period xx to xx	1				1	100.00%
Animal Control							
	Summary	30	3	1	3	23	88.46%
	Animal Charges	2				2	100.00%
	Dog Property Visit	9				9	100.00%
	Dog Straying - Current	1				1	100.00%
	Dog Straying - Historic	7			2	5	71.43%
	Dog Surrender	1				1	100.00%
	Dog/Animal Missing	3				3	100.00%
	Dogs Aggression - Current	1	1				0%
	Dogs Aggression - Historic	5	2		1	2	66.67%
	Dogs Barking Nuisance	1		1			0%
Building Department CRMs							
	Summary	16		1	3	12	80.00%
	Building near any Pipe/Infrastructure may req CCTV	1				1	100.00%
	PEO General Enquiry	15		1	3	11	78.57%
Building Inspection Service Requests							
	Summary	7		1		6	100.00%
	Building Inspection Service Requests	7		1		6	100.00%
Compliance Service Requests							
	Summary	16		3		13	100.00%
	Compliance - Unauthorised Activity	6		2		4	100.00%
	Freedom Camping incidents/complaints/queries	2				2	100.00%
	Illegal parking	7		1		6	100.00%
	Non-animal bylaws	1				1	100.00%
Consent Enquiries							
	Summary	194		12	27	155	85.16%
	Planning Process	21			3	18	85.71%
	Property Information Request	63		5	9	49	84.48%
	Rural Rapid Number assignment & purchase of plates	4				4	100.00%
	Zoning and District Plan Enquiries	106		7	15	84	84.85%
Development Contribution CRMs							
	Summary	2				2	100.00%
	Development Contribution Enquiries	2				2	100.00%
Environmental Health Service Requests							
	Summary	29			3	26	89.66%
	Environmental Health Complaint	4			2	2	50.00%
	Noise Complaint - Environmental Health	4			1	3	75.00%
	Noise complaints straight to contractor	21				21	100.00%

Finance		19					
	Summary	51			5	46	90.20%
	Rates query	51			5	46	90.20%
Parks Reserves and Facilities	Summary	35	3	2	30	93.75%	
	Parks & Reserves - Aerodrome Issues	1			1		0%
	Parks & Reserves - Beach Issues	4				4	100.00%
	Parks & Reserves - Buildings	12	2			10	100.00%
	Parks & Reserves - Graffiti	2			1	1	50.00%
	Parks & Reserves - Reserve Issues	15	1			14	100.00%
	Parks & Reserves-Council owned buildings on reserv	1				1	100.00%
Refuse and Recycling Service Requests	Summary	1				1	100.00%
	Refuse & Recycling Enquiries	1				1	100.00%
Roading CRMs	Summary	48	1	10	5	32	86.49%
	Footpath Maintenance - Non_Urgent	2			1	1	50.00%
	New Vehicle Entrance Request	12		2		10	100.00%
	Request 4 new street light path sign etc	4		2		2	100.00%
	Road Culvert Maintenance	4				4	100.00%
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%
	Road Safety Issue Enquiries	5		4		1	100.00%
	Roading Work Assessment Required - OnSite 5WD	11	1	2		8	100.00%
	Routine Roding Work Direct to Contractor 5WD Comp	3				3	100.00%
	Street Light Maintenance	4			4		0%
	Urgent Roding Work 4Hr Response	1				1	100.00%
	Vegetation Maintenance	1				1	100.00%
	Rubbish Service Requests	Summary	2				2
Abandoned Vehicle		2				2	100.00%
Strategic Property Unit	Summary	1			1		0%
	Council owned land CRMs	1			1		0%

Waters							
Summary	130	4	15	4	107	96.40%	
3 Waters Enquiry	7				7	100.00%	
3 Waters Safety Complaint - Non Urgent	1				1	100.00%	
3 Waters Safety Complaint - Urgent	2			1	1	50.00%	
Drinking water billing	2				2	100.00%	
Drinking Water Final Meter Read	47		9		38	100.00%	
Drinking Water Major Leak	11	2	1	1	7	87.50%	
Drinking Water minor leak	33	1	5		27	100.00%	
Drinking Water Quantity/Pressure	1	1				0%	
Fix Water Toby	4				4	100.00%	
New Drinking Storm Waste water connections	2				2	100.00%	
No Drinking Water	4				4	100.00%	
Stormwater Blocked pipe	6			1	5	83.33%	
Stormwater Open Drains	2				2	100.00%	
Wastewater Overflow or Blocked Pipe	4			1	3	75.00%	
Wastewater Pump Alarm	4				4	100.00%	
Total	563	8	46	53	456	89.59%	

Open Meeting

To	Raglan Community Board
From	Gavin Ion Chief Executive
Date	16 October 2020
Prepared by	Grace Brady Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0507
Report Title	Schedule of Meetings 2021

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Board's approval to the proposed schedule of Board meetings for 2021.

The Raglan Community Board, at its inaugural meeting in [November 2019](#), agreed to meet on a six-weekly meeting cycle for the duration of the 2019-2022 triennium, to align with the schedule of meetings for Council and Council committee meetings. This meeting cycle has enabled staff to have sufficient time between meetings to address actions and fully report back to the next Board meeting, which leads to better decision-making by the Board and better outcomes for the community.

Attached to this report is the proposed schedule of meetings for 2021, which is based on the 2020 meeting cycle. The Board may wish to continue to meet between each board meeting with a workshop, to discuss its work programme and connect with its community.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Raglan Community Board continues to hold its meetings at 1.30pm on a six-weekly cycle in 2021, on the following dates:

- **Wednesday 17 February 2021**
- **Wednesday 31 March 2021**
- **Wednesday 12 May 2021**
- **Wednesday 23 June 2021**
- **Wednesday 4 August 2021**
- **Wednesday 15 September 2021**
- **Wednesday 27 October 2021**
- **Wednesday 8 December 2021**

3. ATTACHMENTS

Attachment 1 – Proposed 2021 Calendar - Community Board Schedule of Meetings (RCB)

Waikato District Council - Schedule of Meetings 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Mon		1	1								1 Council	
Tue		2	2			1					2	
Wed		3	3			2			1		3	1
Thur		4	4	1		3			2		4	2
Fri	1 New Year's Day	5	5	2 Good Friday		4			3	1	5	3
Sat	2	6 Waitangi Day	6	3	1	5			4	2	6	4
Sun	3	7	7	4	2	6			5	3	7	5
Mon	4	8 Waitangi Day Observed	8	5 Easter Monday	3	7 Queen's Birthday	Mon	5	2	6	4	8
Tue	5	9	9	6 Council	4	8	Tue	6	3	7	5	9
Wed	6	10	10	7	5	9	Wed	7	4 RCB	8	6	10
Thur	7	11	11	8	6	10	Thur	8	5	9	7	11
Fri	8	12	12	9	7	11	Fri	9	6	10	8	12
Sat	9	13	13	10	8	12	Sat	10	7	11	9	13
Sun	10	14	14	11	9	13	Sun	11	8	12	10	14
Mon	11	15	15	12	10	14	Mon	12	9 Council	13	11	15
Tue	12	16	16	13	11	15	Tue	13	10	14	12	16
Wed	13	17 RCB	17	14	12	16	Wed	14	11	15 RCB	13	17
Thur	14	18	18	15	13	17	Thur	15	12	16	14	18
Fri	15	19	19	16	14	18	Fri	16	13	17	15	19
Sat	16	20	20	17	15	19	Sat	17	14	18	16	20
Sun	17	21	21	18	16	20	Sun	18	15	19	17	21
Mon	18	22 Council	22	19	17	21	Mon	19	16	20 Council	18	22
Tue	19	23	23	20	18	22	Tue	20	17	21	19	23
Wed	20	24	24	21	19	23	Wed	21	18	22	20	24
Thur	21	25	25	22	20	24	Thur	22	19	23	21	25
Fri	22	26	26	23	21	25	Fri	23	20	24	22	26
Sat	23	27	27	24	22	26	Sat	24	21	25	23	27
Sun	24	28	28	25 ANZAC Day	23	27	Sun	25	22	26	24	28
Mon	25		29	26 ANZAC Day Observed	24	28 Council	Mon	26	23	27	25 Labour Day	29
Tue	26		30	27	25	29	Tue	27	24	28	26	30
Wed	27		31 RCB	28	26	30	Wed	28	25	29	27 RCB	31
Thur	28			29	27		Thur	29	26	30		30
Fri	29			30	28		Fri	30	27			31
Sat	30				29		Sat	31	28			
Sun	31				30		Sun		29			
Mon					31		Mon		30			
Tue							Tue		31			

KEY
Public Holiday
No Meetings
Council
Every 6th Monday
Workshops

Open Meeting

To	Raglan Community Board
From	Gabrielle Parson Chairperson
Date	27 November 2020
Reference #	GOV0507
Report Title	Submission on Raglan (Whaingaroa) Coastal Reserves Management Plan

1. EXECUTIVE SUMMARY

The purpose of this report is to seek the Raglan Community Board's approval of the submission in relation to the Raglan (Whaingaroa) Coastal Reserves Management Plan.

Once approval is granted by the Board, the submission will be sent to Waikato District Council.

2. RECOMMENDATION

THAT the report from the Chairperson be received;

AND THAT the Raglan Community Board approves the submission to the Waikato District Council on the Raglan (Whaingaroa) Coastal Reserves Management Plan, as attached to this report.

3. ATTACHMENTS

Submission on the Raglan (Whaingaroa) Coastal Reserves Management Plan (*Attachment to be circulated under separate cover*)

Open Meeting

To	Raglan Community Board
From	Alison Diaz Chief Financial Officer
Date	30 November 2020
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
DWS Document Set #	GOV0507 / 2956155
Report Title	Raglan Works, Actions & Issues Report: Status of Items December 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 – December 2020
2. Raglan Works as at 27 November 2020
3. Minutes of the Annual General Meeting of the Raglan Town Hall Committee 03 November 2002

RAGLAN COMMUNITY BOARD ACTIONS & ISSUES REGISTER – December 2020

ISSUE	Area	Action	Comments
Coastal Reserves Committee	Community Connections, Service Delivery	OCTOBER 2020: Staff to provide the Board with further information on the functions and responsibilities of the Coastal Reserves Committee, including any outstanding issues, before the next Board meeting.	DECEMBER 2020: Complete. Information has been provided to the Chair.
Disabled Parking	Roading, Service Delivery	OCTOBER 2020: The Community Board recommends to Council that the disabled car park space be returned to the Northern side of the Bow Street / Wallis Street car park, with the acknowledgement that one parking space would need to be removed to meet the spacing requirements of a mobility park space.	DECEMBER 2020: Relocated to original location. Sign is in place. Pavement markings to be completed.

RAGLAN WORKS – as at 27 November 2020

Community Projects

BOAT RAMPS

Manu Bay Breakwater

Physical works completed. Monitoring systems in full operation measuring and recording changes. Regular checks and rock maintenance of the boat ramp from monthly to weekly. Next progress report planned for early February 2021.

WALKWAYS

Papahua - The camp entranceway works as well as Stages 1 and 2 from the bridge to the takeaway shop are now funded. The physical works are being planned for Autumn to minimise disruption to the campground and summer revellers.

JETTY/WHARF

Cliff St Jetty Repair

The works on the jetty are complete with the stainless steel post brackets fabricated by Taupiri Engineering installed by Pipescape contractors.



New handrails with stainless support brackets at Cliff St Jetty, Raglan

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
RAGLAN TOWN HALL COMMITTEE
HELD ON 3 November 2020 at 8.00am**

PRESENT: S.Soanes, Mrs P.Mitchley, Mrs K Warren, Mr P Rickard Mr T Oosten,

APOLOGIES: Jodie Wiggins (WDC)

CONFIRMATION OF STATUS OF AGENDA ITEMS: Moved Mr Soanes / Mr Oosten **That all agenda items be considered in open meeting.** Carried on the voices

CONFIRMATION OF MINUTES: Moved Mr S Soanes / Mrs P Mitchley **THAT the minutes of the Annual General Meeting of the Raglan Town Hall Committee of 24 October 2019 be confirmed .** Carried on the voices

MATTERS ARISING FROM MINUTES

Mr Rickard advised that he wishes to retire from the Town Hall Committee. Mr Rickard has been a member of the committee since its inception in 1994. A vote of thanks was expressed by all members present.

ELECTION OF OFFICERS

Chairperson- Ms P Mitchley (Moved Mrs Warren / Mr S Soanes) Carried

Secretary/Treasurer – Mr S Soanes (Moved Ms Mitchley / Mr T Oosten) Carried

Administration Officer – Mrs Warren (Mr Soanes / Ms Mitchley) Carried

Committee – Ms P Mitchley, Mr S Soanes, Mrs K Warren, Mr T Oosten (RCB), (Mr Soanes / Ms Mitchley) Carried

CORRESPONDENCE

Nil

6.1 Town Hall Chairperson's Annual Report

The 2020 Annual report was presented and discussed.

Moved: Mrs Mitchley /Mrs Warren **That the 2019 / 20 Annual Chairperson's Report be received;** Carried on the voices.

6.2 Financial report

The Secretary / Treasurer presented the audited financial reports. The current bank account balance is \$27602.74. An additional \$60,000 is placed on term deposit for 6 months in an interest bearing account. This has earned \$1009.67 interest. There are no outstanding invoices for payment. Total term deposit funds now stand at \$67036.95

Moved Mr Soanes / Mrs K Warren **That the Statement of Accounts for the year ending 30 June 2020 be received; and that a copy of the Town Hall Asset Register held by Waikato District Council be made available to the committee.** Carried on the voices

Moved Mr Soanes / Mr K Warren **That the draft Budget for 2020/21 be received.** Carried on the voices

GENERAL BUSINESS

- Mr Rickard advised that the Raglan Karate Club have relinquished their use of the Town Hall, effective immediately. The keys will be returned when all equipment is removed from the Hall.
- It was noted that the Hall Building Warrant of Fitness expired on 23 July 2020. This matter will be taken up with WDC staff.
- WEC have requested that extra power points be installed in the Environment room. WEC are prepared to meet the cost of installation if approved.
- The Rear wall of the Town Hall needs to be recoated with paint. The wall will require scaffolding. The matter will be referred to WDC for approval as it is likely to exceed the \$5000 threshold.
- The resignation of Mr Rickard leaves a vacancy on the Committee. The Committee is able to function in the meantime, but recommend the Community Board fill the vacancy.

Moved: Mrs P Mitchley / Mr S Soanes **That the Committee seeks a suitable candidate to fill the vacancy left by the resignation of Mr Rickard.**

There being no further business the meeting was declared closed at 9.00am.

P. Mitchley.
Chairperson

RAGLAN TOWN HALL COMMITTEE

REPORT TO THE RAGLAN COMMUNITY BOARD FOR THE YEAR ENDING 30 JUNE 2020

I am pleased to be able to report to the Raglan Community Board the activities of the Raglan Town Hall Committee over the last year. I would like to thank the Committee members for their continued support and stewardship of this important community asset. I state with some pride that the Town Hall is well maintained and public comments reflect that it is a credit to our beautiful town.

Financial Report

Attached is the financial report (subject to auditor report) for the period 1 July 2019 to 30 June 2020.

It should be noted that we lost some hire income this year, due to the closure of community facilities during Covid Lockdown and Level 3.

Hall Hire charges collected through the Raglan Office amounted to \$4725.92. A further \$1095 hall hire charges was direct credited to our Bank Account. Total hall hire income \$5820.92. Rental from the Radio Station amounted to \$2600.04 and from Whaingaroa Environment Centre \$3120.00.

The Hall committee as at 30 June 2020 has \$27602.74 in the Trust Working Account and \$67036.95 in a Trust Term Deposit, giving a total of \$94639.69 in our Westpac accounts.

Hall Usage & Trends

Hall patronage has been consistent and continues to remain at a high level. No callouts were required for behavioural issues.

During to Covid Levels 3 & 4 the hall was not able to be used as a public space. At level 2 some recreational users were able to run sessions with additional cleaning and contact tracing requirements. Signage and systems were put in place by WDC along with the Committee which aligned with government and health guidelines. Hall hirers were responsible for managing their user groups under the restrictions and operation guidelines.

Maintenance

Our planned maintenance was interrupted earlier in the year by Lockdown then again due to a death in the family of the maintenance manager and then once again by time constraints added to by the elections. We have agreed to push the interior paint finishing to December with plans to reseal the floor in January.

There was a major flooding in Supper Room due to a hail storm which backed up the internal gutters and caused a collapse of some ceiling panels and a major clean up

and dry out of the room. WDC was contacted directly and arranged a contractor to vacuum out as much surplus water as possible. We ran 2x commercial grade dehumidifiers for 2 full days and nights to ensure any dampness was removed. The hall continues to be treated with more care with maintenance being kept to a higher standard.

Health and Safety

A Building Warrant of Fitness has been issued, valid to 23 July 2020.

2020-2021 Work Program

Complete the painting to the interior the Town Hall.
Reseal the Hall floors.
Repairs and Maintenance of the Old School Arts Centre facility.

2020-2021 Budget

A copy of the 2020-2021 draft budget is attached.

Hall Committee Appointments

Gabrielle Parsons recommended that Tony Oosten be appointed as the Community Board representative to replace her on the Committee.

At this time 2 members of the Committee have indicated a willingness to continue serving into the future. But note that it is likely that both Steve and Pablo will leave the committee in the coming year and Patti will step down as chair in a couple years.

Patti Mitchley
Chairperson

RAGLAN TOWN HALL COMMITTEE**STATEMENT OF ACCOUNTS****YEAR ENDING 30 JUNE 2020****INCOME****EXPENDITURE**

WDC D/C payment	24763-08	Maintenance	22821-94
Hire by D/C	1095-00	Power Accounts	4914-11
Rental Radio Station	2600-04	Cleaning	3672-00
Rental Whaing. Env	3120-00	Bank Charges	99-50
Interest	6-32	Refunds and Audit fees	400-00
Misc	707-96	RCAC repairs & Maint.	9130-21
<u>Total Income</u>	<u>32292-40</u>	<u>Total Expenditure</u>	<u>41037-76</u>
Open Bal Westpac	36228-10	Close Bal Westpac	27602-74
<u>TOTAL</u>	<u>68520-50</u>	<u>TOTAL</u>	<u>68520-50</u>

ENCORE BANK ACCOUNT

Westpac Trust Chq Acct \$27602-74

ENCORE BANK ACCOUNT

Westpac Trust Term Deposit	\$66027-28
Interest	1009-67
<u>TOTAL</u>	<u>\$67036-95</u>

ACCOUNTS OWING AT 30.06.2020 Nil

This financial statement reflects the true position of the Raglan Town Hall Committee as at 30 June 2020.

Steve Soanes
Treasurer
15 October 2020

RAGLAN TOWN HALL
2020 -2021 DRAFT BUDGET

INCOME

2019/2020 Annual Plan @ \$25 per property	\$46000
Town Hall rental WEC	\$3100
Town Hall rental Raglan Radio	\$2600
Town Hall Hire	\$4700
Interest on Replacement Fund	\$4600

Total Income	\$61000
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EXPENDITURE

Repairs and Maintenance, cleaning, floor seal	\$35000
Capital Expenditure	\$3000
Insurance	\$2000
Power Accounts	\$4000
Old School maintenance & repairs	\$8000
Depreciation	\$25000
Miscellaneous expenses deducted by WDC	\$2100
Rates	\$2000

Total Expenditure	\$81100
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Deficit	\$21100
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Open Meeting

To	Raglan Community Board
From	Gabrielle Parsons Raglan Community Board
Date	25 November 2020
Prepared by	Grace Brady Democracy Advisor
Chief Executive Approved	Y
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 – 25 November 2020

Raglan Community Board

Chairperson's Report

25th November 2020

We have now been through the first year of our elected 3-year term and I have very much enjoyed working with the board. We have worked through the challenges of this year, on new projects and have been continually taking little steps to improve the way we work as the board. Our 90-day planning and board members taking on active roles – has been great. Lots of learning for us all and for the newer members. Well done everyone!

What I have been working on over last 6 weeks:

- Raglan Wharf project – as part of the Project Control Group (oversight)
- Places for People project – supporting with engagement and comms.
- RCB Website - www.raglancommunityboard.co.nz Working to keep this updated and improved. RCB members will be doing some training in December to learn how to manage the site.

- Networking with other Community Board Chairs

Bob and I met recently with other community board Chairs. Great to learn more about the other communities in the Waikato District and the differences and similarities between our work as community boards. We want to meet regularly to keep supporting and improving our work.

- Coastal Reserves Committee

Discussion was held at the Nov RCB meeting, further information came from staff regarding functions and responsibilities of the committee and discussion was held by RCB in their informal workshop. The Community Board, in their governance role, will take on the delegation of oversight of the management of the coastal reserves – in place of the previous Coastal Reserves Committee. The board will workshop with WDC staff to agree on the terms of this oversight role and will share this with the community in our February meeting.

- As part of this role RCB will put forward a submission to the draft Raglan Whaingaroa Coastal Reserves Management Plan. We are looking at the inclusion of:
 - Statement of oversight/governance and RCB's role
 - To ensure effective stakeholder engagement (as laid out in the draft plan)
 - To ensure clear, concise, event management rules are in place and an effective scheduling of events through the event calendar.

- To be involved in more detailed, future focused strategy around the management and development of the reserves.
 - 5 year review periods of the plan

- Transport and Connectivity

Following on from my last Chair report:

- The board has worked on this further at our informal workshop. WDC staff member joined us.
- Some actions we are taking for the Summer are:
 - Updated parking map (printed and online)
 - The Board have agreed to fund the update of this map from the RCB Discretionary Fund. Miguel from Mafia Design is doing the work.
 - Parking and fingerboard signs
 - Working with WDC on improvements to areas of safety concern and congestion
 - Coordinating with WDC on Freedom Camping monitoring, education and comms
- Next Quarterly Roading & Connectivity update from WDC in Feb 2021 meeting.
- Longer Term Planning: RCB plan to meet with WDC staff in December to start defining longer term planning for Transport and Connectivity. From this we can work out what data we need and observations we can do over Summer to help inform longer term planning. It will be great to have an overall community vision for transport and connectivity and connect that into current community plan (Raglan Naturally) and WDC/WRC/district strategies. From there we can work with a more coordinated approach.

- Community Board 90-Day Planning Workshop

The board has a 90-Day planning spreadsheet where we keep track of all the current issues, projects we are working on, RCB engagement and WDC reviews happening or coming up. We have a list of all the community/stakeholder groups we are keeping connected with. We aim to go through that together briefly every month. This is an internal document and early next year I would like to create a simple version that we as a board can share through our website or meetings. It will help the community understand more about what our role is and what we are working on.

- Draft Raglan (Whaingaraoa) Coastal Reserves Management Plan

Thank you to Tony Oosten for creating the framework for the board to make their submission to this management plan. The coastal reserves are a very special element of Whaingaraoa and I would encourage all community members to read this management plan. I very much enjoyed learning more about these places, their history and how they are managed.

- Raglan Naturally

The community board formally thank the Raglan Naturally Committee and Project Coordinator for undertaking the review of the Raglan Naturally Community Plan and producing Raglan Naturally Community Plan Feb 2020. Not only have the RN team created the community plan, involving many of our community members but they have also worked hard to establish the RN Community Trust – awesome!

The board acknowledges the newly formed Raglan Naturally Trust Board. A massive thank you to everyone who has come forward to be part of the RN Trust. This is very exciting times for Raglan/Whaingaroa as we take the next steps to implement our community plan, Raglan Naturally! The community board is very supportive of this move to the RN Trust and realise this is a key role of stewardship in our community to keep Raglan Naturally plan alive and effective.

The community board will continue to journey together with the RN Trust team and share this responsibility. We want Raglan Naturally to be as successful as possible as we know it's a very important piece of work that our community has created and that it has real potential to grow and support the aspirations of the community.

As set out in the RN Trust Deed the community board has appointed a board member to the RN Trust Board. The community board member's role is to provide a strong link between Raglan Naturally and the Raglan Community Board.

I look forward to the community board meeting with the RN Trust Board to see how we can work together. We can then outline this partnership and update the RCB Charter to reflect this.

Manu Bay Planting

I have been in contact with staff and await a date for a site visit with stakeholders.

Outstanding to report on – now aiming for Feb 2021:

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

If you would like to know more about any of the above please contact me at gparsonraglancommunityboard@gmail.com

Open Meeting

To	Raglan Community Board
From	Cr Lisa Thomson Raglan Ward Councillor
Date	9 December 2020
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	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. DISCUSSION

Council Meetings:

Council

Sub-Committee Meetings:

Discretionary and Funding

Strategy and Finance

Solid Waste

WDC Climate Action

Infrastructure

Workshops/Updates:

Flexible Workspace

Planning Roadmap 2020 - 2024

Growing Central Government Partnerships

Community:

Raglan Naturally - we welcomed our new board members.

Places for People project – team meetings

Wharf Project - PGC meetings and stakeholder group meeting

Whaingaroa Raglan Destination Management Organisation:

- Planning
- Funding
- Volunteer recruitment and roster
- Information hub

Raglan Business Chamber board meeting and attended breakfast with speakers from ACC and MSD

Raglan Radio - regular interview with Aaron

Free FM - monthly radio interview, what's happening in Raglan

Raglan Camp Papahua governance board meeting

RCB Transport Strategy and Signage - Gabrielle and Lisa

Whaingaroa Raglan Affordability Project - Nil to report

Freedom Camping Planning/Recommendations with Tanya O'Shannessy WDC Monitoring and follow communication meeting with staff on Tuesday 24th November - recommendation that Joyce Petchell Park and Puriri Park toilets be wrapped outside with messaging on taking care of our environment and backyard.

- Waikato District Council was awarded \$200,000 from the Responsible Camping Fund which is administered by the Ministry of Business, Innovation and Employment (MBIE). The commitment from the \$8 million tourism fund was granted for monitoring and enforcement, waste management, and communications and engagement initiatives.
- Council is currently in discussion with several organisations about waste minimisation initiatives, and the funding will help to increase our enforcement and education coverage. We will also be utilising some the campaign material that was funded by MBIE last year.
- Information from MBIE is available here <https://www.mbie.govt.nz/immigration-and-tourism/tourism/tourism-projects/responsible-camping/responsible-camping-funding-recipients/>

Raglan Medical - Whanau Pai mental health initiative that has started on 17th November 2020 at Raglan Medical, met up with some of the staff who will be providing support to individuals and whanau, Tuesdays and Fridays.

Memorial Seat discussion

Raglan Food - water disposal

Zoom - National Place Making collaboration discussion

Xtreme Zero Waste catch up onsite with Rick Thorpe and Dallas Butler

Open Meeting

To	Raglan Community Board
From	Board Members Raglan Community Board
Date	1 December 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	GOV0507
Report Title	Board Members' Reports

1. EXECUTIVE SUMMARY

Board members' reports are attached for the Board's information.

2. RECOMMENDATION

THAT the reports from the **Board Members** be received.

3. ATTACHMENTS

- A Chris Rayner
- B Tony Oosten
- C Dennis Ammore

Chris Rayner – Member Report

Raglan Wastewater Consent Renewal Update

Update from the last meeting:

- Work has progressed with all discharge and treatment options which will enable clearer costings assumptions to be made.
 - Point Source Discharge - Depths of sand has been determined as approximately 10m at the existing location (harbour mouth) and further into the harbour. Originally understood to be 5m prior to seismic testing. The relevance is different engineering techniques to secure any theoretical extended outlet (i.e. for improved dispersion/safety and durability)
 - Irrigation – Theoretical studies are complete, where the summary of areas needed is shown below (Table 1), where multiple farms would be needed for a feasible operation. There is a spread of size within land area, given that land will have different capability to take water. Irrigation to pasture was used for study evapotranspiration potential in summer, given that this is the prevailing land use. Cut and carry options could lessen area, given differing evapotranspiration rates, however it is the hydraulics of the land (clay soils) that provide the ultimate limitation to soakage potential. Contact with 40 land owners has occurred throughout project. Some keen for further understanding, however no landowner highlighted intention to put on Market etc. Longer term strategy needed for any such discharge option.
 - MBR/Stream Recharge – There is significant life and life-cycles occurring in the unnamed tributary that runs through the site (i.e. spring feed stream). An April spawning survey will better enable enhancement opportunity (i.e. make greater opportunity for whitebait habitat). This is a great indication of success of upstream planting on farmland, and harbour health and recovery (i.e. a silted up dead stream is not the case). Suitability for any discharge may not be the case given sensitive environment, juvenile native species. Adjusted discharge options are sought for the MBR solution (i.e. request raised earlier by Chris, covered again at the zoom), which would be added to the short list of options.

Options would be MBR – land irrigation, and MBR – point source discharge.
ACTION: A WDC Executive Leadership Team Paper will be prepared by Steve H prior to Xmas (same methodology that dismissed Deep Bore Injection earlier)
- Three Water Reform Discussion occurred where Carol covered WDC involvement to date, and time line. Key discussion was that change is coming, be aspirational in thinking of how new model will further NZ's approach to water, wastewater, sustainability. CR's discussion with Ministers endorsed this.
- Greater focus on other aspects of the proposal are now possible given that treatment and discharge investigations (and costing) are near completion. This

includes biosolid re-use strategy, restoration, education etc that could form part of mitigation to accompany air and water discharge consent needed.

Key queries from Zoom Hui *simple answers to be finalized out in the online FAQ, and meeting minutes still currently under preparation:

- Are extra holiday loadings considered in population modelling used to future proof size of plant? (Chris R)
- Response Yes – the present person per household is less than 2 per household when averaged out (this is predicted given holiday homes etc). The population predictions increased this to 2.3 person per household as a manner to represent peak periods. Next step A population memo exists (website) that covers Waikato 2070 growth projections, and the medium projection that is being used for the project. Steve will adjust this to make note of peak period consideration;
- Do area calculations consider what an MBR treated wastewater could be applied to land. With nutrients stripped, and land not used for treatment shouldn't this lessen area. (Tony O)

Response The critical factor determining irrigation/ground soakage is soil hydraulics, rather the nutrient content (this is a secondary consideration in determining area needs).

As an example – if a farm is identified, the initial investigation would be to understand theoretic application after soil testing to understand saturation levels etc. A nitrogen load would then be applied to understand levels of nutrient within water that would be acceptable (plant uptake, ability for residual to reach ground water level etc). With the NPK levels within treated wastewater, and Raglan Valley soils, I understand it will always be the soil characteristic of reaching saturation that will determine the minimum area needed. Next step – the irrigation report will be finalised prior to Nov (fingers crossed) where closer inspection and question generation can occur. It will be easy to get the project soil specialist (Daryl Irvine) to undertake a zoom Q/A, or series of Q/A's until community happy, and fully understand irrigation status in the area. This should occur in New Year – Steve to sort

- Is a Reserves Plan submission (Wainui Reserve) to be made, to highlight farming re-use potential of treated wastewater (cropping) on public land put aside for such purposes, presently grazing (J Lawson)?
- Response Yes. The investigation is advanced in a sense to highlight that available public land is not sufficient or suited as a part discharge option, however use for cropping, nursery irrigation, demonstration areas should be considered, and be potentially possible with proper permissions in place (WDC Reserve Team, Reserve Committee etc) Next step – Steve to prepare before deadline

Tony Oosten RCB report
November 2020

- Attended first meeting of the Raglan Naturally Trust board in the role of trustee.
- Attended Raglan Area School PPTA meeting to discuss traffic safety and congestion around the school issues. Key outcomes
 - Develop a map to show alternative drop off locations with walking routes and estimates of time to get to school. Also show on map high risk traffic zones.
 - Feedback to PPTA the timing for the whole of Raglan speed zone change to 40km and when the pedestrian islands will be increased in size.
 - Share with PPTA the internal Raglan bus survey to help send the signal that this is a good thing for Raglan in terms of safety for kids getting to school as well as traffic congestion and parking issues around town.
- Stormwater Liaison Group. Attached: Meeting minutes 20 October and Waikato District Council's Comprehensive Stormwater Consent Report 2019 to 2020.

Minutes of meeting

Time and date: 20 October 2020 (5:45pm – 7:30pm)

Subject: Raglan Stormwater Liaison Group – October 2020 Meeting

Attendees:

John Lawson, Tony Oosten (Community Board), Fred Lichtwark (Waikato Region Councilor and Whaingaroa Harbour Care), Edward Prince (WRC), Fiona McNabb (Board Trustee and Extreme Zero Waste), Dennis Amoore (Community Board), Andrew Boldero (Watercare Services Limited (WSL) on behalf of Waikato District Council (WDC))

Distribution: Raglan Stormwater Liaison Group, WRC, WDC

Location: Raglan Town Hall (Supper Room)

File no.: 105646

Introductions

Issues and general discussion

Wetlands

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

New developments

- Community expects that Council utilise the opportunity of new developments to enhance the existing environment and stormwater systems (treatment focus). It appears this has been under utilised by Council to date. Specifically discussed the Wainui road stormwater culvert and the new development of housing near the museum.

Wharf activities

- Mobile refueling appears to be well controlled for boats on the wharf
- Maintenance activities on boats still occurs (hull painting/scraping can be toxic)
- Catchpit maintenance issue in this location. Has been full/blocked previously.

Testing and sampling

- Existing monitoring is first flush only and does not enable trigger value comparison.
- Revised monitoring program currently being drafted (WSL)

- Health department currently sampling the Harbour (WSL to request information and check for duplication with revised monitoring program)
- WSL proposing to bring forward next hydrocarbon testing run
- Hydrocarbon/contamination levels in shellfish maybe getting close to affecting health (health department testing results required to confirm - currently testing results have not been reviewed – WSL to request)

Government funding

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

Annual report

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

Stormwater Initiatives

Enviropods

- A review is required to assess flood risk of existing pod locations
- Engineering standards for retrofitted inserts required for any further rollout.
- Maintenance costs are increasing for existing pods as vacuum pump required once bags are too heavy to lift. Further discussions with service provider are underway.

Aroaro Wetland

- Aroaro wetland restoration strategy report was completed around 2014
- Appears to be differing opinions regarding future development of the wetland. These are;
 - It's a unique saltwater wetland to be restored (reduce stormwater runoff entering wetland).

- It's a highly modify wetland with flood controls, infill, carparks and sports fields. Wetland area could be used to mitigate and treat existing stormwater runoff (including flood control).

Catchpit Symbols

- Raglan has good coverage of catchpit symbols on catchpits
- QR codes on assets was discussed as a potential initiative to record maintenance data, flood levels and provide an avenue for community engagement (could be combined with the education programs). Increased data and information to assist in decision making.

High Risk Sites

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

Education Programs

- Extreme zero waste often undertake tours of recycling facilities
- Refuse management talks are given in local schools (discussed the possibility of adding a stormwater component to these).

Actions

Item	Description	By	Due date	Closed out
1	WSL to send Raglan SW report to community group once completed	WSL	31 Oct 2020	
2	Government funding for SW initiatives to be explored further	Community Group/Nick Johnson WDC	Ongoing	
3	Meetings every 6 months WSL to send invite for next meeting	WSL	18 Mar 2021	
4	WSL to discuss with WDC the uploading of the WRC report to the website for the 2019/2020 reporting period	WSL + WDC	Nov 2020	
5	WSL to request Health Department monitoring results	WSL	Nov 2020	

Next meeting 18 March 2021

Agenda items for inclusion at next meeting:

- Aroaro Wetland – further discussion
- Testing and sampling results from revised monitoring program
- Catch pit insert maintenance costs and performance review

15. Raglan Urban Area (Consent 105646)

Performance and consent compliance for the 2019/2020 reporting period for Raglan's urban area is summarised below. The dashboard provides a quick reference to the compliance status. The subsequent sections detail the level of compliance for each reporting item. A detailed discussion of high priority conditions and further summarise follows the compliance level table.

15.1 Compliance Dashboard

Consent No.:	105646	
Consent issue date:	16 October 2008	
Consent expiry date:	22 September 2028	
Reporting Period:	2019/2020	
Results		
Level of compliance (overall rating)*	Partial Compliance	
Reason for rating	Although there is no significant non compliances for Raglan, there are several reporting criteria that require additional monitoring to reliably quantify this rating (refer compliance rating matrix summary).	
Weighted compliance score**	79%	
Action Summary:		
Description	Priority	Outcome
Revised sampling program including additional testing parameters to align with consent parameters;	High (Abatement notice issue)	Improved reporting and input into water quality improvement program
Further identification and consultation with high risk sites. Initial identification and consultation completed.	High (Abatement notice issue)	Improved compliance from private consents and improved water quality
Mitigate flood hazard at Cambrae Road. Property owner consultation	High (Abatement notice issue)	Top reduce flooding on private property.
Asset survey required to provide a complete asset database;	Medium	Improved reporting and asset management
Review of catchpit insert maintenance and flood risk assessment in insert locations;	Medium	Input into water quality improvement program. Improve water quality and reduced effects on Harbour
Undertake consultation with re-established community stormwater liaison group (Initial meeting scheduled for October 2020).	Medium	Increase community engagement and collaboration for improved stormwater and community outcomes

* Overall performance ratings align with the lowest compliance rating for conditions relating to greater than minor effects.

** Weighted score for ongoing comparisons and tracking

15.2 Consent Compliance Summary

This section summarises the compliance with each consent condition. The Consent Report Summary Table is numbered as per the consent conditions and gives a brief explanation of the condition, the works undertaken in the reporting period and the level of compliance achieved. It also provides a colour coded compliance score.

The codes for the compliance rating (and scoring) are shown below table:

Compliance Codes Table	
Status Abbreviations	Compliance Level
NA MINOR	No assessment of a minor condition
0% MINOR	Non-compliance of a minor Condition
50% MINOR	Partial compliance of a minor condition
100% MINOR	Full compliance of minor condition
NA MAJOR	No assessment of a significant condition (greater than minor effects)
0% MAJOR	High priority non-compliance of a significant condition (greater than minor effects)
50% MAJOR	Medium priority non-compliance of a significant condition (greater than minor effects)
80% MAJOR	Low priority non-compliance of a significant condition (greater than minor effects)
100% MAJOR	Full compliance of a significant condition (greater than minor effects)

15.2.1 CONSENT REPORT SUMMARY TABLE

Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
General Conditions (Schedule A)						
2	Design, Maintenance & Physical integrity of the municipal stormwater system	The WRC stormwater and development guidelines along with the Regional Infrastructure Technical Specification (RITS) outlines the required standards to provide an effective utility service.	Design, maintain and operate a robust, sustainable and compliant stormwater system. Scoring is based on the overall performance of consent compliance for Raglan.		80% MAJOR	8/10
3	Changes in municipal stormwater diversion and discharge activities	Updates of assets are managed through the consenting process and communication with the LDE team (WDC). Changes to assets are managed by the main WDC database and reported each year. Urban area asset maps have been updated and included in this report.	Database management to migrate to WSL. Up to date functionality and reporting of asset data. Asset surveys currently being commissioned for Raglan for completion in 2025 based on current rollout, however expediting the rollout could be considered if required.		50% MAJOR	5/10
4	Best practicable options	During the consenting process (operational reviews and pre-application meetings) WDC undertakes technical reviews to ensure best practical options are provided for new developments. Assets projects follow best management process including safety in design to ensure best practical outcomes.	Establish a close relationship with the LDE team at WDC to ensure best practical options are provided. Increase coverage of reviews for new developments.		100% MINOR	2/2

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
Stormwater quantity and receiving environment						
5	Remediating adverse effects of scour and erosion	WDC identify adverse flood effects through use of its Customer Request Management System and through observation and inspection during flood events.	No CRM items identified adverse effects from private drainage. More formalised reporting required for 2020/2021 annual report.	6.6	100% MAJOR	10/10
6	Remediating and minimise adverse effects of Flooding	WDC identify adverse flood effects through use of its Customer Request Management System and through observation and inspection during flood events. One issue was reported for this reporting period. Catchment management plans and flood modelling is also undertaken for active flood management and identifying flood risk areas.	Complete/update catchment management plan/flood risk modelling (long term) All CRM issues have been managed by the operations team except for the one flooding issue which is currently in the design stage and due to be constructed during the next construction season.	8.6	80% MAJOR	8/10
7	Monitor adverse effects from private drainage systems	WDC identify adverse flood effects through use of its Customer Request Management System and through observation and inspection during flood events. No private issues were reported that required follow up for this reporting period (excluding items already covered in item 6).	This action is also linked to the identification and monitoring of high-risk sites. Refer to Section 15.7	8.7	100% MAJOR	10/10
8	Adverse effects on aquatic ecosystems	Adverse effects on aquatic ecosystems (receiving environments) are minimised and avoided through the establishment and implementation of appropriate management initiatives as detailed in this report and the SMP.	Due to the current testing criteria, a revised monitoring program is required prior to enable this to be assessed. A revision of the sampling program is currently underway.		50% MAJOR	5/10

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
		Same condition as 26 (both are scored the out of 10 giving this condition a weighting of 20)				
9	Fish passage	As part of its ongoing asset upgrade and improvement, WDC includes provision of fish passage through culverts where problems are identified, and remediation is practicable. Fish passage assessment and mitigation in Raglan have been completed.	The only culvert of concern for fish passage (T+T Report) has had a climbing rope installed and is inspected yearly. The last inspection was undertaken 24 June 2020.	8.1	100% MAJOR	10/10
10	Aesthetic improvements	There are no service request relating to aesthetics or visual improvements undertaken for the 2019/2020 reporting period. WDC involvement with consent processing and regular inspections during maintenance works assists in assuring aesthetics are maintained.	Monitor and check aesthetics during routine inspections and call outs. Scoring based on no reports of aesthetics issues from the public or during inspections for the reporting period.	11	100% MINOR	2/2
11	Domestic water supplies	Notification of WRC in the event of a stormwater discharge that may affect the quality of water intake to any potable water supply.	No CRM reports relating to a water supply were logged during the 2019/2020 reporting period.		100% MINOR	2/2
Stormwater quality and receiving environment						
12	Waikato District Council asset management activities	All WDC asset management activities are undertaken in a manner that minimises potential for contaminant discharges to the stormwater system or receiving environments. Wastewater and water supply systems are undertaken by WSL on behalf of WDC and are reported separately. The WDC roading alliance undertakes road maintenance (street sweeping and catchpit clearing).	Additional information on other services to be provided in the 2020/2021 reporting period. Rating given as minor as specific conditions relating to performance of these activities are covered in other conditions.		100% MINOR	2/2
13	Street and catchpit	Street sweeping and catchpit cleaning undertaken by the WDC Roothing Alliance at 6 monthly intervals. Catchpit insert are maintained monthly by Extreme Zero Waste.	Review of maintenance performance and frequency is currently underway.	6.2	80% MAJOR	8/10

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
	cleaning operations	Monitoring of the level of material in catchpits to determine appropriate cleaning frequencies forms part of the monitoring programme.				
14	Municipal stormwater system catchpits	All catchpits installed by WDC in accordance with its consent for Raglan are capable of capturing and retaining the majority of gross pollutants. Catchpit inserts are required for further sediment and gross pollutant capture. Refer to the stormwater initiatives section for further details.	Review of performance and roll out as per stormwater initiatives required. Additional maintenance required for catchpit inserts. Performance/effects already scored in item 13.		100% MINOR	2/2
15	Stormwater quality treatment devices	WDC undertakes regular maintenance of stormwater treatment devices to ensure effective operation. Treatment device locations and their specific maintenance frequencies are detailed in the SMP.	Regular maintenance is currently being reviewed and will be rolled out. Further work required to be confident that treatment devices are effectively operating.	App. V	50% MAJOR	5/10
16	Informal wastewater system connections to the municipal stormwater system	No wastewater connections or discharges were identified or reported as part of the monitoring undertaken at Raglan.	Additional SW quality monitoring will assist to identify informal connections and effects.	8.5.1	80% MAJOR	8/10
17	Formal wastewater system connections to the municipal stormwater system	Formal wastewater connections are tracked through the consenting process and reported on in the annual wastewater report.	No formal wastewater connections where approved or installed during the reporting period.	8.5.2	100% MINOR	2/2

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
18	Wastewater discharges to stormwater system	Refer to section 15.7 for the wastewater discharge summary which outlines any discharges to waterways.	No outstanding incidents. Reported spills were controlled and closed out.	8.14 App. S	100% MAJOR	10/10
19	Routine contaminant discharges to stormwater system	Investigation and mitigate known routine contaminant discharges to the stormwater system. Current consenting and trade waste permit process in place controls the potential routine contamination discharges. There are no known trade waste connections to the stormwater system in this area.	No routine contaminant discharges to the stormwater system were reported during this reporting period from contaminated land, industrial or commercial properties.		50% MAJOR	5/10
20	Non-routine contaminant discharges to stormwater system	No non routine contaminant discharges to the stormwater system were reported during this reporting period			100% MAJOR	10/10
21	Non-routine contaminants discharged from the stormwater system that result in adverse effects	No adverse effects were reported from non-routine contaminants from the stormwater system.	Hydrocarbon testing to be brought forward to 2021.		100% MAJOR	10/10
22	Connections to the municipal	The Regional Infrastructure Technical Specification (RITS) sets out the assessment processes, design guidelines and technical specifications for the design and construction of new stormwater	Asset survey required to confirm connections – refer to asset maps	7	50% MINOR	1/2

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
	stormwater system	infrastructure within Waikato District. This includes stormwater attenuation and treatment. No connections were recorded for the reporting period, however an asset survey is required to update the database. No assets being added to the database for 2020 suggests that asset have not undergone the vesting process or have been missed being uploaded.				
23	Floatable contaminants	Discharges of floatable contaminants to receiving environments are minimised and avoided through the establishment and implementation of appropriate management initiatives as detailed in this report and the SMP.	The catchpit grates and inserts initiative limits floatable contamination reaching the stormwater outlets.		50% MAJOR	5/10
24	Hazardous substances	Discharges of hazardous substances to receiving environments are minimised and avoided through the establishment and implementation of appropriate management initiatives as detailed in this report and the SMP.	No known discharges of hazardous substances occurred during the 2019/2020 reporting period.		100% MAJOR	10/10
25	Micro-organisms	Discharges of microorganism contaminants to receiving environments are minimised and avoided through the establishment and implementation of appropriate management initiatives as detailed in this report and the SMP.	Review of Monitoring programme required.		100% MAJOR	10/10
26	Adverse effects on aquatic ecosystems	Adverse effects on aquatic ecosystems (receiving environments) are minimised and avoided through the establishment and implementation of appropriate management initiatives as detailed in this report and the SMP. Same condition as 8 (both are scored the out of 10 giving this condition a weighting of 20)	Additional monitoring/sampling required to quantify effects. More data required for comprehensive assessment and reporting. First flush monitoring does not enable comparison of receiving environment effects so has been scored as not assessed for this reporting period.		50% MAJOR	5/10

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
27	Stormwater quality improvement programme	Stormwater quality improvement are achieved through the implementation of appropriate management initiatives as detailed in section 22.	No new stormwater quality initiatives commenced during in the 2019/2020 reporting period. The catchpit inserts and catchpit labelling initiatives are currently active.		50% MAJOR	5/10
28	Stormwater education programme	WDC's stormwater education programme is described in the SWP and the stormwater initiatives section 22	No new education program initiatives were undertaken in the 2019/2020 reporting period other than the catchpit labelling.	8.4	50% MINOR	1/2
Urban growth and development						
29	Environment Waikato guidelines for sustainable subdivision development	Waikato Regional Council's publication of Waikato Stormwater Management Guidelines (2018) is being promoted for all new stormwater diversion and discharge activities in urban development areas.	Reviews and involvement during the consent application and submission level is currently being undertaken when requested, however this was limited during the reporting period.		50% MAJOR	5/10
30	Low impact urban design and stormwater management devices	WDC approach to stormwater management includes the promotion of low impact design principles. WDC's and WRCs involvement in the consenting process ensures water sensitive developments are being approved and constructed. WSL, on behalf of WDC will continue to attend pre-consent application meetings and engineering design meetings. The Safety in Design requirements also facilitates WDC involvement.	Reviews and involvement during the consent application and submission level is currently being undertaken when requested, however this was limited during the reporting period.		80% MAJOR	8/10
31	Stormwater management device maintenance	Catchpits are maintained by the roading alliance. Catchpit inserts required additional maintenance. Extreme Zero Waste undertake catchpit insert maintenance on a monthly basis.	A review of the maintenance program for stormwater management devices is currently underway. Currently hand maintenance is only available. Access		100% MAJOR	8/10

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
			to a vacuum pump is currently being sourced.			
32	Stormwater management plan	The proposed SMP has been developed in consultation with stakeholders and has been approved by Waikato Regional Council.	A review of SMP is in progress and due to be submitted to WRC in November 2020.		100% MINOR	2/2
33	Tangata whenua and key stakeholder liaison group	No liaison group meetings occurred during the 2019/2020 reporting period.	WDC will re-establish the stormwater liaison group in 2021 and undertake the required consultation.		50% MINOR	1/2
34	Claim under the Treaty of Waitangi Act	WDC has not been served notice with regard to any review of consent conditions with respect to a Treaty Settlement.			100% MINOR	2/2
Administrative						
35	Consent holder's representative	WDC contacts with WRC have been established being Andrew Boldero (WSL) and Ian Cathcart (WDC)			100% MINOR	2/2
36	Review clause	Applicable from 2011.	No review undertaken in the 2019/2020 reporting period		100% MINOR	2/2
37	Administrative charges	Administrative charges are paid by WDC upon receiving an invoice from WRC.			100% MINOR	2/2
Specific Conditions (Schedule B)						
1(b)	General Administration	General Conditions listed in Schedule A are covered in the above section				

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
2(b)	Specification of documents	Consent to be administered in accordance with schedule A conditions.	Refer to overall compliance rating			
3(b)	New stormwater asset identification	Updating asset maps of stormwater assets for reporting period.	All assets uploaded to the WDC database during the reporting period have been added to the updated GIS maps. Maps are colour coded depending on installation date so show the additional assets from existing clearly.		100% MINOR	2/2
4(b)	Bow Street Outfall upgrade	Review stormwater quality and upgrade outfall with appropriate treatment if required	All assets uploaded to the WDC database during the reporting period have been added to the updated GIS maps. Maps are colour coded depending on installation date so show the additional assets from existing clearly.		100% MINOR	2/2
5(b)	Fish passage	Identification and restoration of fish passage on required culverts	Completed – refer T+T report. Ongoing inspections undertaken annually		100% MAJOR	10/10
6(b)	Stormwater Management Devices	Installation and maintenance of 23 catchpit insert devices in Raglan	Installation of inserts is completed. .		100% MAJOR	10/10
7(b)	Stormwater Education program	In additional to clause 27 of schedule A – information plaques to be installed on all catchpits.	Completed		100% MINOR	2/2

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Condition		Commentary	Future actions, goals and scoring comment	SMP Ref.	Compliance	
					Status	Score
8(b)	Monitoring Program	<p>Monitoring program</p> <ul style="list-style-type: none"> • In consultation with the community (specifically Iwi) • Approved by WRC • Reviewed every 5 years (next review due 2023 – unsure if previous review (2018) was completed) 	Monitoring program review and update has commenced and is due for roll out prior to 2021.		50% MAJOR	5/10
					Total score	222
					Total score for full compliance	282
					Percentage score	79%

15.3 Stormwater Management Plan (SMP) Status

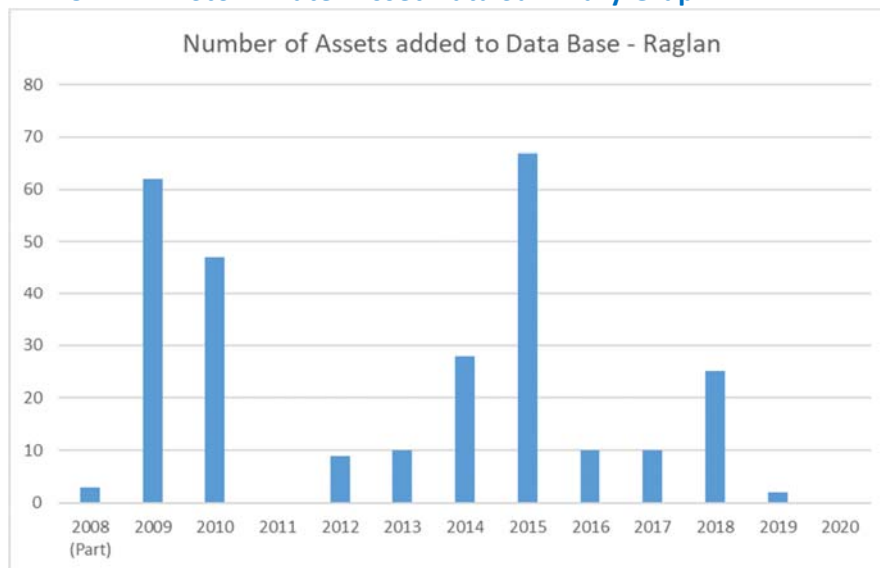
The Raglan SWMP is currently being updated and will be issued to WRC in November 2020. The update covers the new asset data and catchment areas.

15.4 Changes in Assets

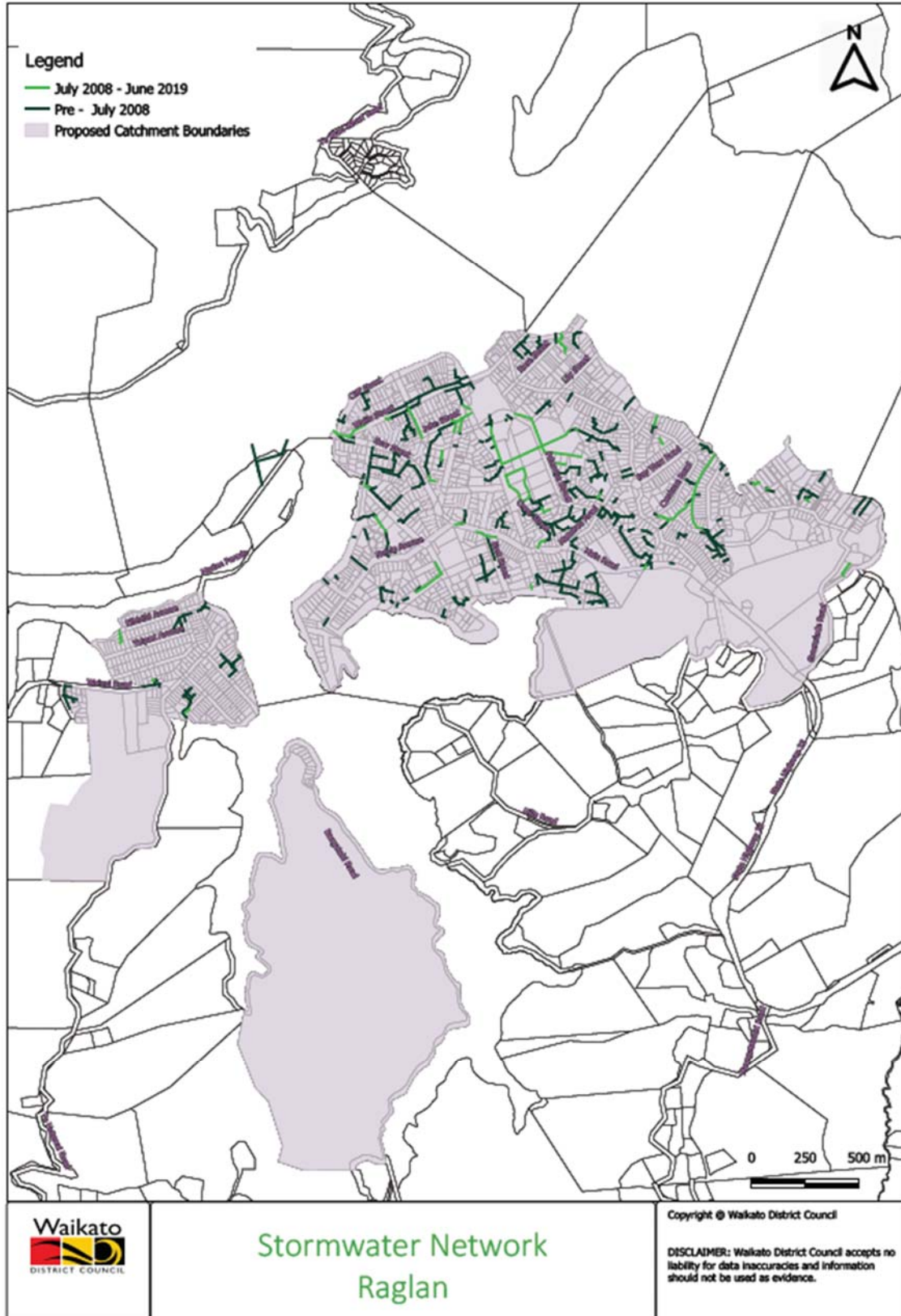
Raglan has had 273 assets added to the asset database since the consent was granted in September 2008 giving a total asset count of 1929. Only 2 assets were added to the database for the 2019/2020 reporting period. A detailed summary of added assets is summarised below:

The database has not had significant asset data inputted since 2018. The GIS layers for stormwater show missing links to assets in multiple locations, so it appears there is missing asset data. To rectify this, WDC commenced an asset data capture program (2019) for stormwater which WSL has picked up and continuing. Raglan is a low priority for asset surveying and is planned to commence in 2024. Refer to section 22.1 for a summary of the asset mapping initiative.

15.4.1 Stormwater Asset Data Summary Graph



15.4.2 Asset layout map



15.5 Monitoring results Summary

All stormwater sampling in Raglan was undertaken in the Bow Street Area. There were 3 monitoring locations sampled being one manhole and two catchpits. The manhole was sampled 12 times in the reporting period. The catchpits were sampled 8 times. Sampling was undertaken from August 2019 until June 2020.

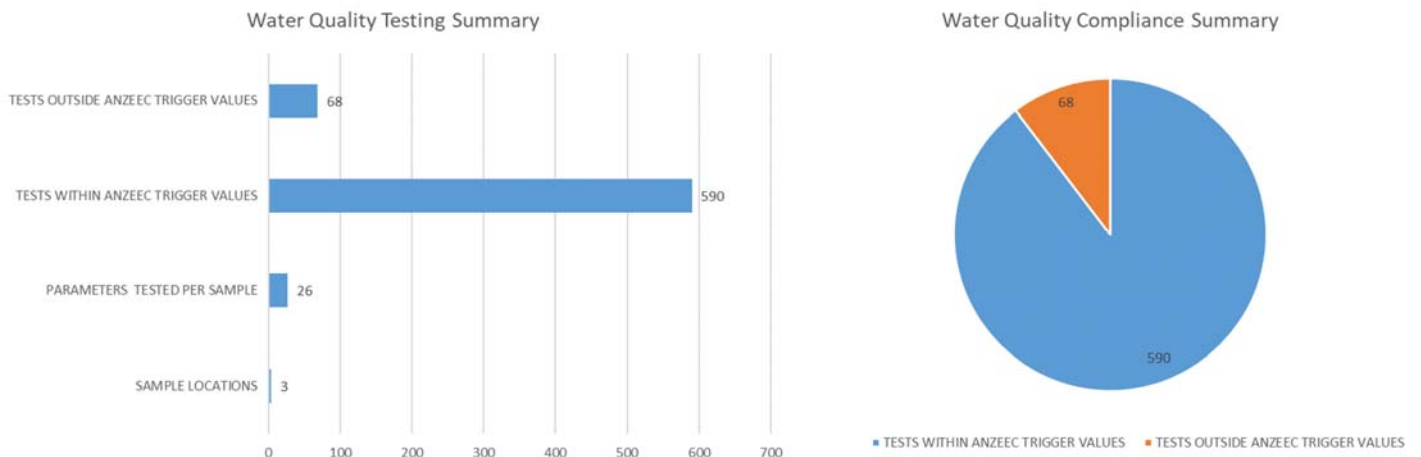
All samples were tested for hydrocarbons (PAH and TPH). All samples except for the 2 most recent included heavy metals.

The monitoring at Raglan consists of first flush monitoring within the piped network only. As first flush sampling is a worst-case scenario typically used for contamination tracking and does not account for the receiving environment characteristics (mixing and dilution) the results are not able to be compared to the consent trigger values for assessing compliance. This sampling program is currently being revised to rectify this, refer to section 22.3 for details.

The results of the monitoring are summarised below for information only:

- Main parameters to be reviewed once the sampling is revised, based on current results, include Turbidity, Zinc and TPH (C15-C36);
 - Turbidity is likely high due to the first flush sampling technique
 - Zinc is common for road runoff (vehicle emissions) and used for roofing materials.
 - TPH is common for road runoff
- Comparing these results to ANZECC trigger values shows 90% of test are within the trigger values.
- The current results (as per the 2009 T+T report) are as expected from a standard urban catchment runoff (urban and road catchment areas).

15.5.1 Water Quality compliance Graphs



15.6 Service Requests Summary

WDC utilise a Customer Request Management (CRM) portal for receiving and recording any reported issues (service requests) from the public. The CRM operates through the Property and Rating (P and R) system which is the main Council database and operational system.

15.6.1 Stormwater Service Requests

For the 2019/2020 reporting period, WDC received 28 services requests for Raglan in the CRM system categorised under stormwater. The results are reported in the Stormwater CRM Summary table below:

15.6.2 Stormwater Summary Table

Stormwater incidents Summary Table - Raglan	
Summary Description	Number
Total number of CRM reported incidents	28
Flooding Occurred During Incident	
Closed out	18
Outstanding	2
Maintenance Issue	
Closed out	8
Outstanding	2
Other/Misc	
Private Drainage Issue	12
Vandalism incidents	0
Roading asset forwarded to Alliance	1
Assistance requests/Health and Safety Issue	0
Water supply Incidents	2
Wastewater Incidents	1 Refer Wastewater summary table
Summary	
Closed out incidents	25
Outstanding Incidents	3

There are 3 outstanding items. One has been transferred to the Rooding Alliance for follow up. The other two require further maintenance and have been scheduled for completed within the next month.

20 of the reports identify flooding, of which 12 relate to private drainage, 6 related to maintenance issues and the remaining 2 are not related to stormwater (water supply).

15.6.3 Potential wastewater overflows

Wastewater incidents are recorded in the Customer Request Management (CRM) system. The standard operating procedures provides a report that is completed every time the operations team attend an incident (including overflows). The standard operating procedure undertaken by operations involves two aspects relevant to stormwater. These are:

- An assessment of the total volume of overflow
- An assessment if the flow has entered a waterway

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The standard operating procedures for overflows potentially entering a waterway is to contain the flow to stop overflows from entering the receiving environment prior to undertaking the remedial actions. This process is outlined in the Wastewater Asset Management Plan (AMP) – December 2014.

For the 2019/2020 reporting period the wastewater aspects relating to stormwater are summarised in the table below:

15.6.4 Wastewater summary table

Wastewater incidents Summary Table - Raglan	
Item and Description	Number
General	
Total wastewater requests for town/village	17
Total wastewater requests for town/village relating to stormwater	6
Stormwater Affected CRMs	
Total Dry weather overflows	6
Total Wet weather overflows	0
Overflows assessed as potentially entering a waterway	2
Overflow volume summary	
Overflows less than 1m ³	5
Overflows less than 10m ³	1
Overflows less than 100m ³	0
Overflows greater than 100m ³	0
Summary	
Total stormwater related wastewater Incidents closed out	6
Total stormwater related wastewater Incidents requiring follow/future works	0

There are no outstanding issues relating to stormwater. Please refer to the wastewater annual report for further information regarding wastewater incidents.

15.7 High Risk Sites

15.7.1 Identification and Consultation Summary Table

High Risk Site Summary Table				
Trade waste Summary				
Type	SW Pre-Treatment	Consent Date	Consent Expiry	Connection
Bar and restaurant	Grease Trap	3/12/19	-	Sewer
Café	-	26/11/19	-	Sewer
Brewery	-	04/02/20	04/02/2021	Sewer
Fast food	-	02/12/19	-	Sewer
Restaurant	-	03/12/19	-	Sewer
Hairdresser	-	26/11/19	-	Sewer
Identified Sites – Stormwater				
Site Description	Risk Area	Contact (2019/2020)	Audit/ Review /Discussions	Outcome/follow up
Automotive Workshop	Hydrocarbon entering stormwater system and Harbour	Yes	Yes	Processes and spill kit in place. Flooding issue mitigated.
Automotive Workshop	Hydrocarbon entering stormwater system and Harbour	Yes	Yes	Processes and spill kit in place. Flooding issue mitigated.
Service Station	Hydrocarbon entering stormwater system and Harbour	Yes	Yes	Yearly maintenance required on the forecourt oil and water separator. Current owners (12 months) are unsure of last service and are finding out servicing details. If required, or if no records available, a service will be undertaken as soon as possible. Follow up required.
Recycling Centre	Runoff and oil storage	Yes	Yes	Recycling centre asked for additional information for compliance and runoff treatment options. Follow up required.
Raglan Wharf	Re-fuelling	No	No	Discussions around wharf operations and risk assessment required. Refuelling is completed by mobile plant. Follow up required.

This table shows the results of the initial high-risk site identification process undertaken during the 2019/2020 reporting period. This table is not an exhaustive list of all high-risk sites for the consented urban area and will be further revised and updated during the next reporting period.

INNOVATING STREETS

Following on from the public submissions and consultations phases the project team have decided to proceed with two public parklets for Bow Street.

The designs for the parklets are being finalised with installation expected in late January - early February 2021.

Each parklet will also have bike stands attached. The concept behind these parklets is to give extra space for pedestrians and cyclists to utilize and enjoy the downtown area, creating nice seated areas to enjoy takeaways or simply take a break and catch up with someone while walking around town.

Parklets have been installed in towns & cities across the world with great success and we are excited to be getting our own specifically designed for Raglan.

This is thanks to the funding that was awarded to the Places for People project from The Waka Kotahi – NZTA Innovating Streets fund and WDC.

The Bow street parklets will be constructed from modular interlocking parts that can be moved and rearranged in different locations and layouts, the initial locations for the trial period will be next to the existing raised crossings on Bow St, one in the vicinity of Ali's Turkish Kebabs and the second in the vicinity of Trade Aid.

During the trial period we will be seeking further feedback from the community as they enjoy and experience utilising these new public spaces.

We are also looking at options for some colourful road art as a trial on two crossings and this will proceed with this at the similar time to the parklets.

Re Putoetoe place – at this stage we are focusing on a staged approach with the parklets first and will be addressing the design of Putoetoe place in the new year in consultation with the affected businesses.



Indicative parklet design

Wharf Project

The Steering group and PCG have met each fortnight to progress the project.

Completed works are:

Fenders installed

Wharf Hazard review complete

Structural engineering report complete.

The Raglan Wharf Hazard Review has been released to the PCG and stakeholders.

The report has been assessed by WDC and some actions have been undertaken by WDC as a result as part of their maintenance works. There are some hazards that were identified in the report that will be covered via the project, eg. vehicle to vehicle incidents, risk of fall and traffic flows as an example.

A positive meeting for stakeholders was held on the 4th November at 10.30 to review the risk report.

The structural report carried out by Richardson's identified a structural issue which resulted in short term closure of the wharf to vehicles

WDC promptly responded to this by meeting with directly affected business and agreeing a way forward while at same time the initiated a second independent review carried which was carried out by BECA

The outcome of this review has allowed WDC to open the wharf to vehicles with 5 Tonne loading while waiting for the final report.

Re Pontoon a draft outline/proposal of stakeholder requirements has been passed to the project manager and these are being developed to prepare a package of information that can be put out to market for tender.

Two options for pontoon locations were identified:

- Along the front wharf extending from existing pontoon
- A stand-alone pontoon to east of the slip pier.

A subsequent meeting of stakeholders has identified the latter as preferable.

Bellingham's have visited site to look at repairs to existing pontoon and we took the

opportunity to discuss with them options and locations for new Pontoon. They have offered to supply WDC with some indicative budgetary pricing which we should have this week.

WDC and project manager are working to have a specification for this work available to go out to the market for a design build tender pre-Christmas.

On the west walkway Ric Youghman has done some sketches on a design based on feedback from stakeholders. These also have been passed onto the project manager to prepare a package of information for going out to seek pricing.

This project will involve both a design component and a separate build component.

Specification for the design portion is presently being prepared.

Re Whaingaroa Harbour study. It is envisaged that we look to start this in the new year. The agreement with MBIE documents this portion of work as:

The Recipient will also deliver a community-led strategic planning initiative explore opportunities for future connections with other jetties in the harbor, improving connectivity between Raglan and the surrounding communities, in particular connectivity with communities on the remote northern side of the Harbour.

At present we are preparing list individuals and groups (Stakeholders) that may be interested in this study and a note will go to them early in the new year for an initial discussion.