

**Maketu Ward  
Reserves Management  
Plan Review  
September 2013**



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**Maketu Reserves Management Plan  
Reserves Location Map  
Figure 1**

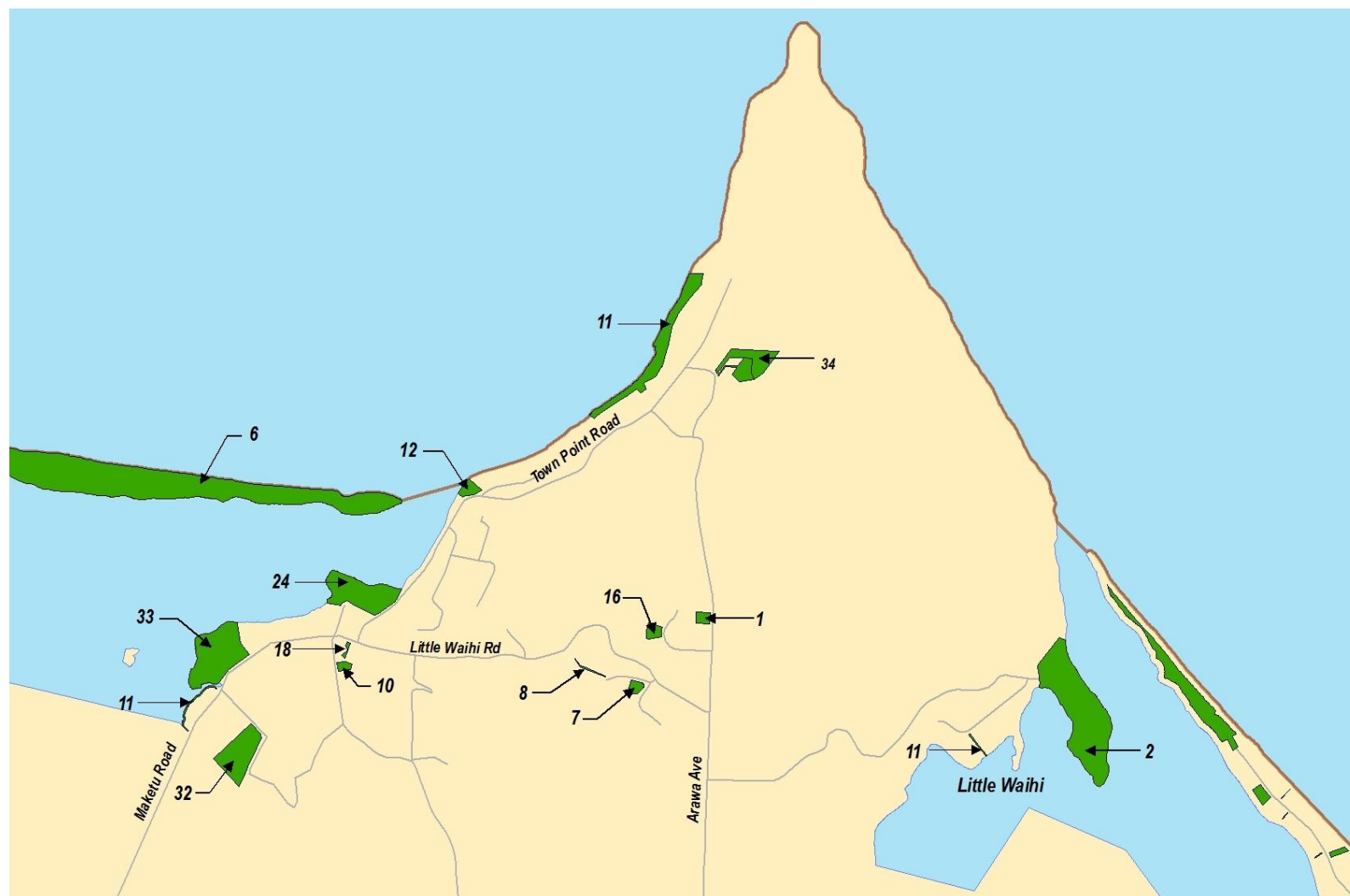
**KEY**

- 1 Arawa Ave Reserve
- 2 Bledisloe Park
- 3 Conway Road Reserve
- 4 Dotterel Point Reserve
- 5 Kaituna River-Esplanades
- 6 Kaituna Sand Spit and Recreation Reserve
- 7 Kiokio Place Reserve
- 8 Kiokio Place Walkway
- 9 MacDougall's Quarry Reserve
- 10 Maketu Area Offices
- 11 Maketu Local Purpose and Historic Res
- 12 Maketu Surf Life Saving and Car Park Reserve
- 13 Maramarua Park
- 14 Midway Park / Pukehina Parade Reserve
- 15 Motunau Park
- 16 Ngaparaoa Drive Reserve
- 17 Old Coach Road/Pokopoko Stream
- 18 Old Maketu Community Centre
- 19 Ororoa Park
- 20 Otamarakau / Rogers Rd Reserves
- 21 Paengaroa Domain
- 22 Paengaroa Hall
- 23 Palm Park
- 24 Park Road Reserve
- 25 Pongakawa Domain
- 26 Poutuia Park, Pukehina Beach
- 27 Pukehina Beach Accessways
- 28 Pukehina Emergency Services Building
- 29 Pukehina Ocean Reserves Including Nanric Lane Ocean Reserves
- 30 Pukehina Parade Esplanade Reserve
- 31 Seabreeze Park
- 32 Spencer Ave Reserve
- 33 Whakaue – Maketu Sports Ground
- 34 Williams Crescent Reserve and Corporate Land

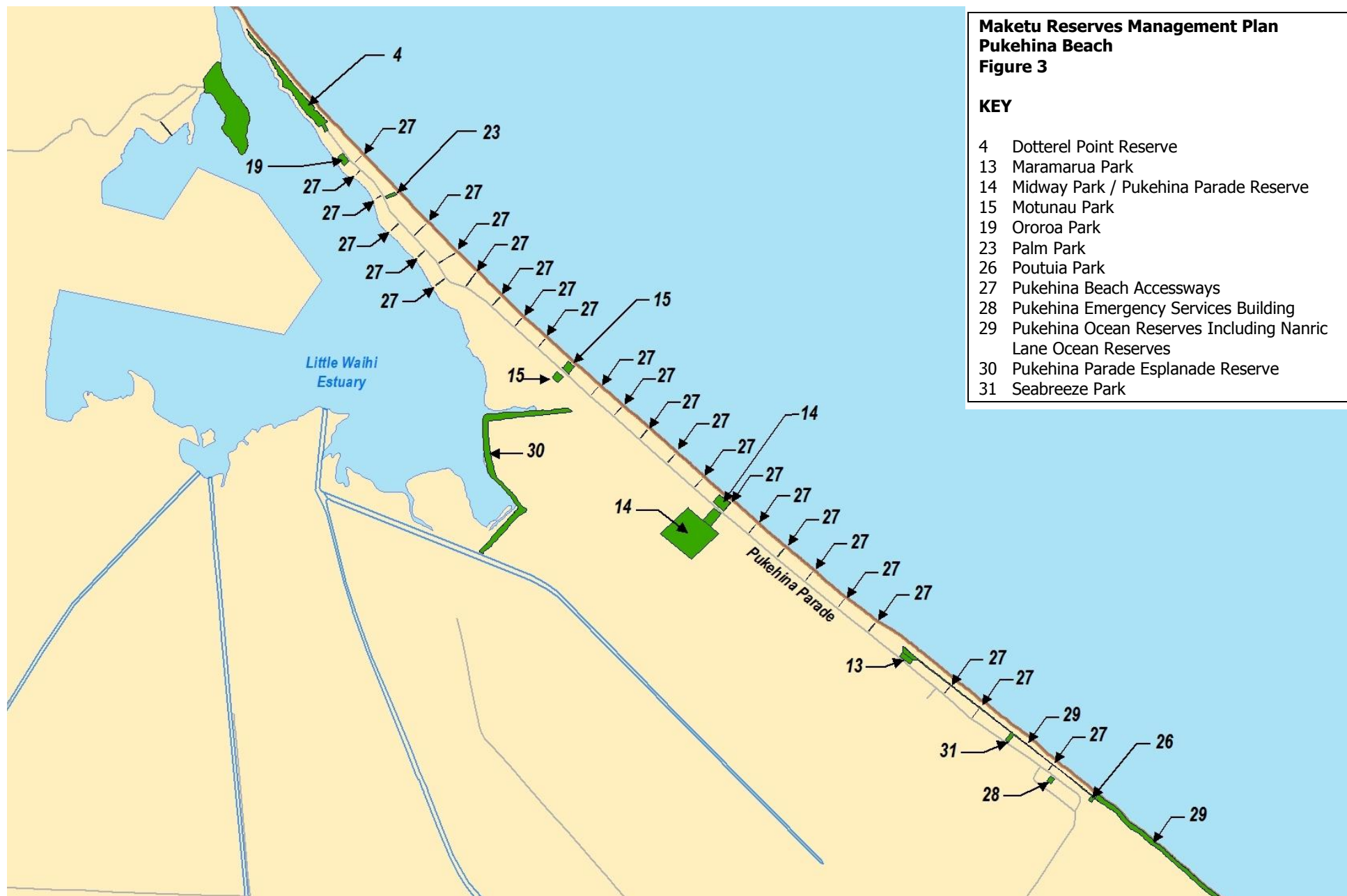
**Maketu Reserves Management Plan  
Maketu Town  
Figure 2**

**KEY**

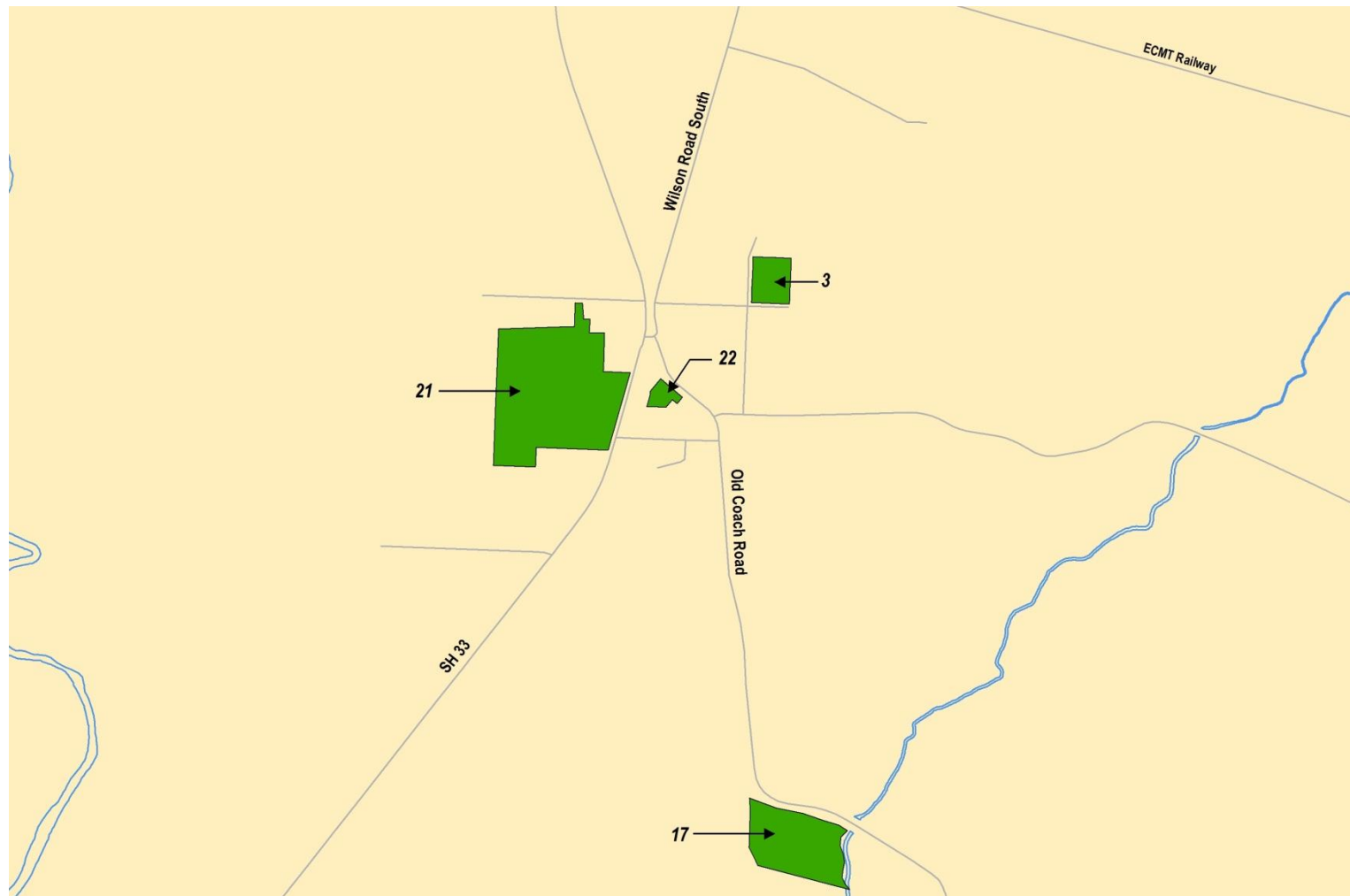
- 1 Arawa Ave Reserve
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- 7 Kiokio Place Reserve
- 8 Kiokio Place Walkway
- 10 Maketu Area Office
- 11 Maketu Local Purpose and Historic Reserves
- 12 Maketu Surf Life Saving Club and Car Park Reserve
- 16 Ngaparaoa Drive Reserve
- 18 Old Maketu Community Centre
- 24 Park Road Reserve
- 32 Spencer Ave Reserve
- 33 Whakaue – Maketu Sports Ground
- 34 Williams Crescent Reserve and Corporate Land











**Maketu Reserves Management Plan  
Paengaroa Town  
Figure 4**

**KEY**

- 3 Conway Road Reserve
- 17 Old Coach Road / Pokopoko Stream
- 21 Paengaroa Domain
- 22 Paengaroa Hall



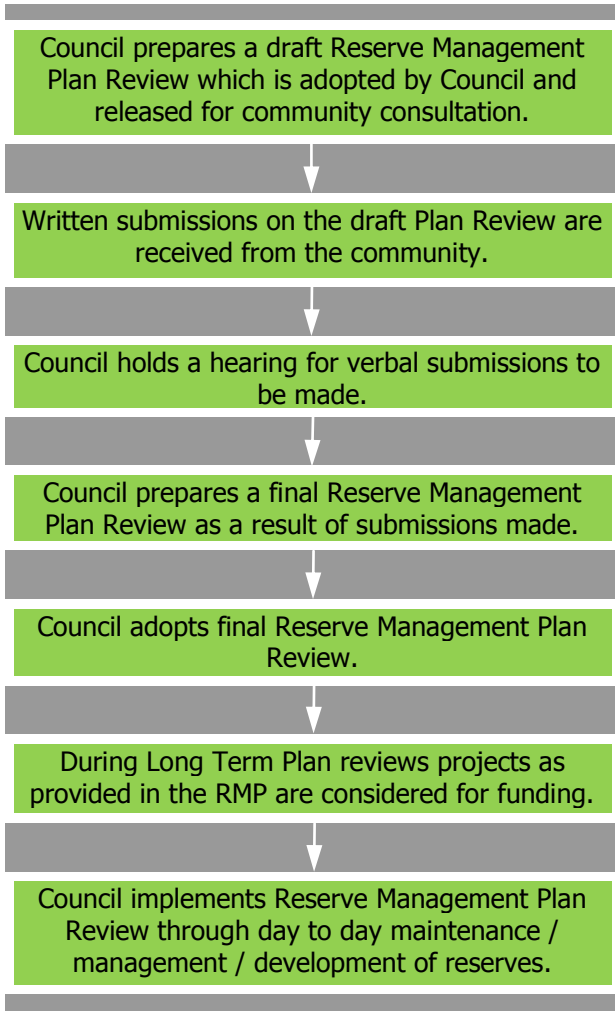




## **1.0 Introduction**



## Reserve Management Plan Preparation Procedure



### 1.0 Introduction

The Maketu Ward Reserves Management Plan, prepared under the provisions of the Reserves Act 1977 was reviewed and adopted by Council in September 2013. Unless specifically excluded it covers all reserves vested in or under the control and administration of the Western Bay of Plenty District Council within the Maketu Ward of Western Bay of Plenty District. The reserves covered by the Reserves Management Plan are mapped in Figures 1, 2, 3 and 4 attached. Their legal descriptions are listed in Appendix 1.

Council's strategic vision for recreation and leisure provision throughout the Western Bay of Plenty District is encapsulated within the 'Recreation and Leisure Strategy and Action Plan' contained in Council's Long Term Plan (LTP). All reserves covered by this Reserves Management Plan are managed in line with the priorities established in the LTP.

### Reviewing a Reserve Management Plan

The Reserve Management Plan can be continuously reviewed so that it can adapt to changing circumstances. A formal review including consultation should occur at 5 year intervals to ensure the Plan remains current. The review process is provided for within the Reserves Act 1977.

The Reserves Management Plan adopted by Council for the Maketu Ward reserves will provide for the consistent management of the Ward's reserves for the benefit of the community and the open space amenity of the area.

### Reserve Management Plan Procedure

The procedure for preparing reserve management plans is set out in the Reserves Act (1977) legislation. This procedure is summarised in the flow diagram adjacent. The "draft review" of the Maketu Ward Reserves Management Plan was completed for the consultation and submission stages. Following receipt of submissions on the draft, Council will convene a Hearing to allow any submitter verbally present their submissions.



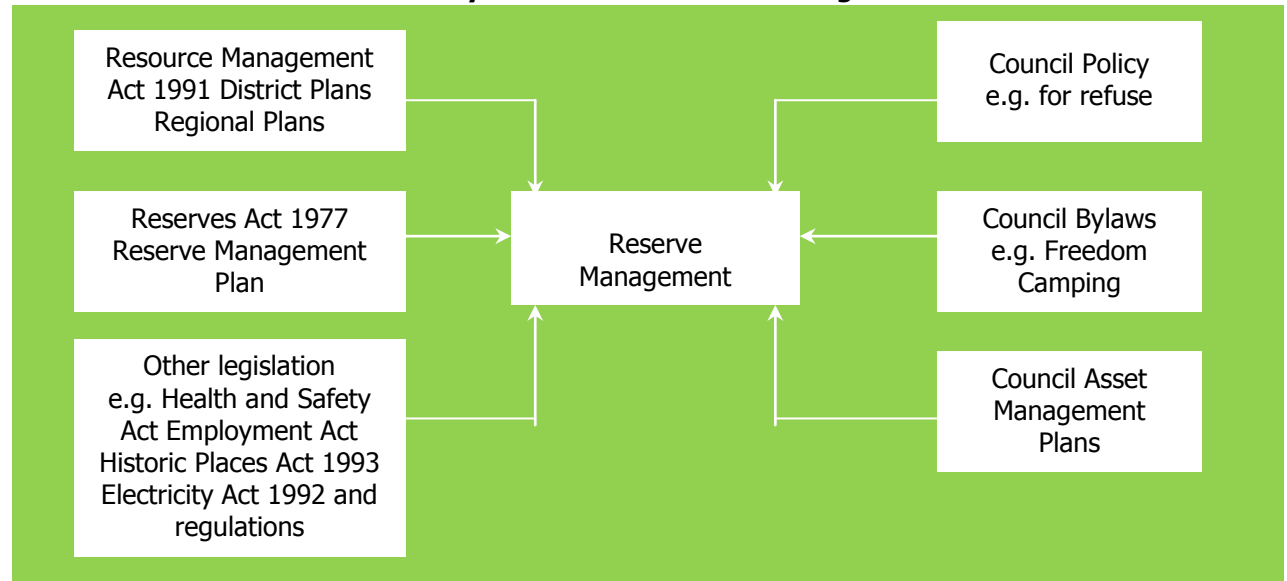
Following the Hearing, Council will determine changes to the draft and prepare the final Reserves Management Plan for adoption.

The Reserves Act provides for combined reserve management plans for reserves within a geographic area, such as this plan for the reserves of the Maketu Ward. This approach has the advantage of enabling a vision for the provision of open space and recreational facilities across the Ward and enables Council and the community to see the provision, development and management of reserves in relation to each other.

Reserve Management Plans provide direction for the on going day to day management and potential development of Reserves. At the same time activities and the development of reserve land remain subject to other legislation, Council policy and bylaws. The Resource Management Act 1991 (RM Act) continues to be relevant and provides overall direction in terms of sustainable management. The District Plan, prepared under the provisions of the RM Act, provides objectives, policies and rules relevant to reserve management. The Reserve Management Plan must not be inconsistent with the RM Act or District Plan provisions.

The relationship between the Reserve Management Plan, the RM Act / District Plan, other relevant legislation and other Council policies and bylaws is summarised in the following diagram. Therefore, whilst the Reserve Management Plan provides direction for the management of specific reserves, overall reserve management continues to be guided and controlled by other relevant legislation.

### Statutory Context for Reserve Management



### Document Structure

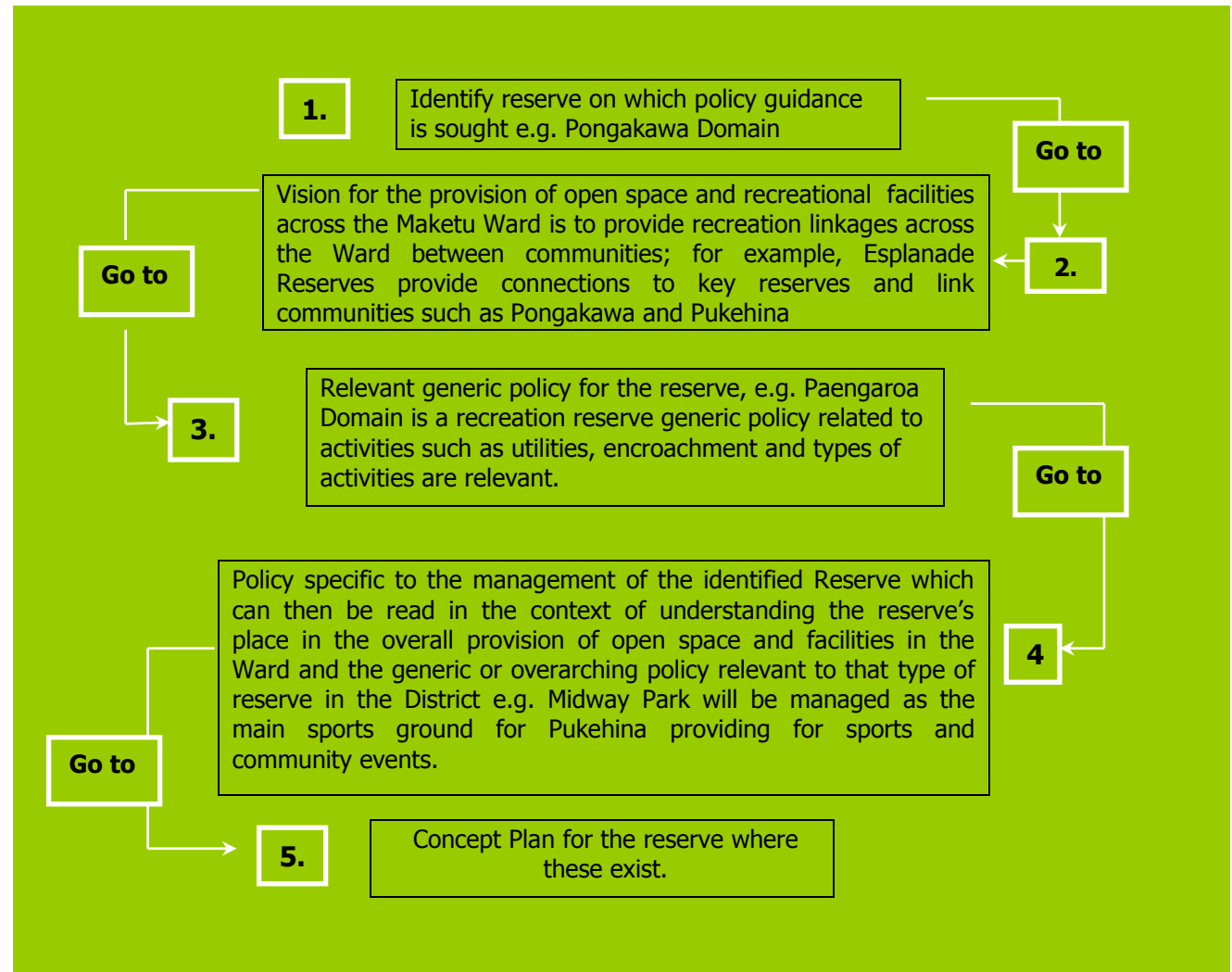
This Reserves Management Plan is structured into four main parts being:

- |                   |  |   |
|-------------------|--|---|
| <b><i>I</i></b>   | <b><i>Generic Objectives:</i></b>      | <i>district wide objectives for managing the reserves of the ward based on their classification under the Reserves Act 1977</i> |
| <b><i>ii</i></b>  | <b><i>Generic Policy:</i></b>          | <i>district wide policy that applies to each of the reserves of the ward.</i>   |
| <b><i>iii</i></b> | <b><i>Vision:</i></b>                  | <i>the vision for open space and recreation facilities provision and management across the reserves of the Maketu Ward.</i>     |
| <b><i>iv</i></b>  | <b><i>Reserve Specific Policy:</i></b> | <i>policy that applies to each specific reserve covered by this Management Plan.</i>  |

Where a new reserve(s) is created following adoption of this Reserve Management Plan and prior to preparation of a revised Management Plan the generic objectives and policy will provide direction for the management of that reserve.

A guide for how to use this Reserves Management Plan is set out in the following diagram. Users of the plan need to be aware that the reserve specific information is supplemented by the generic objectives and policy and that each reserve should be seen in the context of the 'big picture' for open space and recreational facilities provision as outlined in the vision for the Maketu Ward.

## How to use this Reserves Management Plan





## **2.0 District Wide Generic Reserve Management Objectives and Policy**





## **2.0 District Wide Generic Reserve Management Objectives and Policy**

In managing the varied open space and recreational resources of the district, Western Bay of Plenty District Council (the Council) wishes to ensure a consistent approach to the management of both physical resources and the provision of publicly funded recreation and leisure facilities. This consistent approach will assist equity across the district and ensure that reserve provision achieves the same standards and objectives independent of location or community.

The reviewed 'Recreation and Leisure Plan' (adopted November 2009) sets out a series of strategic outcomes these are:

**Outcome 1:** *Facilities are Safe, Healthy and Appropriate*

*This outcome concerns the communities' desires to have facilities that are affordable and significant to that community, reflecting the needs, and the unique character of that locality. It also covers Council's legal responsibilities to provide safe and healthy facilities.*

**Outcome 2:** *A Basic Range of Public Facilities is Available*

*This outcome concerns those facilities that Council will take full responsibility for funding and operating. In particular circumstances, it may be more efficient to fund service provision for the public by others.*

**Outcome 3:** *Council and Community Work Together to Provide and Promote Recreation and Leisure Facilities*

*This outcome identifies a number of different ways that Council may work with the community to provide an overall better range and quality of recreational experience for the public.*

**Outcome 4:** *Sub Regional Recreation and Leisure Opportunities Available*

*This outcome recognises that people's involvement in recreational groups and their use of services, facilities and open spaces occurs without regard to local authority boundaries. Outdoor public recreational opportunities are available to anyone, regardless of where they live. Recreation also contributes directly and indirectly to the local economy, especially tourism and retail activity. Council must balance the unique relationship with Tauranga with its responsibilities to Western Bay of Plenty residents, ratepayers and businesses.*

**Outcome 5:** *Important Natural, Cultural and Heritage Values are Protected*

*Often, spaces important for recreation and leisure are also important for other reasons. Council must balance recreational, natural, heritage and cultural values in managing its assets.*

**Outcome 6:** *Resources are Secured for Present and Future Public Recreation and Leisure Needs.*

*This outcome considers Council's role in securing resources, including financial, land or other resources, to meet the needs of present and future users of public recreation facilities and spaces in the District.*

These strategic outcomes from Council's 'Recreation and Leisure Strategy' provide broad guidance for reserve provision and management across the District.

### **Reserve Classification**

Under Section 16 of the Reserves Act 1977 (the Act) it is mandatory that reserves are classified based on their primary values and purpose. The Act provides for eight reserve classifications being:

- ☐ Recreation
- ☐ Historic
- ☐ Scenic (1a)
- ☐ Scenic (1b)
- ☐ Nature
- ☐ Scientific
- ☐ Government Purpose and
- ☐ Local Purpose

Reserves may have more than one classification if the values requiring protection vary from one part of the reserve to another (to achieve a dual classification the site needs to be surveyed to define the boundary between the lands requiring different classifications).

Reserves in the Maketu Ward are classified; Recreation, Historic, Scenic and Local Purpose. In addition there are reserves that comprise of Road Reserve, Quarry Reserve and Corporate Land; these are not considered under the Reserves Act 1977 but fall under the jurisdiction of the Reserves Department of Western Bay of Plenty District Council.

## **Reserves Management Plan Generic Objectives**

In relation to the four categories of reserve classification within the Maketu Ward the following generic objectives apply to the management of any reserve within the specified classification.

### **RR O Recreation Reserves: Generic Objectives**

- ❑ To provide for recreation and sporting activities and the physical welfare and enjoyment of the public.
- ❑ To protect the natural environment and beauty of the locality and, in particular, to retain open spaces and outdoor recreational activities, including recreational walkways.
- ❑ To maintain the public's freedom of entry and access to the reserve (subject to the specific powers conferred on the administering body by Section 53 and 54 of the Reserves Act 1977, and any bylaws applying to the reserve, and to any conditions and restrictions that the administering body considers necessary for the protection and general well-being of the reserve and for the protection and control of the public using it).
- ❑ To protect those scenic, historic, archaeological, biological, geological or other scientific features or indigenous flora or fauna or wildlife present on the reserve, to the extent compatible with the principal (recreational) purpose of the reserve.
- ❑ To conserve those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment, and to the better use and enjoyment of the reserve.
- ❑ To maintain the reserve's value as a soil, water, and vegetation conservation area, to the extent compatible with the principal (recreation) purpose of the reserve.

### **HR O Historic Reserves: Generic Objectives**

- ❑ To protect and preserve in perpetuity places, objects, and natural features that are of historic, archaeological, cultural, educational or other special interest.
- ❑ Having regard to the general purpose of the reserve specified above, to administer and maintain the reserve so that;
  - The structures, objects and sites of historic significance illustrate with integrity the history of New Zealand;

- The public have freedom of entry and access to the reserve (subject to the specific powers conferred on the administering body by section 58 of the Reserves Act 1977 and any bylaws applying to the reserve and to any conditions and restrictions that the administering body considers necessary for the protection and general well-being of the reserve and for the protection and control of the public using it);
- Those scenic, biological, geological or other scientific features (including flora, fauna or wildlife) present on the reserve are managed and protected to the extent compatible with the principal or (historic) purpose of the reserve;
- To conserve those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment, and to the better use and enjoyment of the reserve;
- To maintain the reserve's value as a soil, water, and vegetation conservation area to the extent compatible with the principal (historic) purpose of the reserve;
- Except where otherwise determined by the Minister of Conservation, the indigenous flora and fauna and natural environment are preserved.

#### **SR O Scenic Reserves : Generic Objectives**

- ❑ To protect and preserve in the public interest for their intrinsic values and for the benefit, enjoyment and use of the public areas of significance for their scenic interest, beauty, natural features or landscape values.
- ❑ To maintain the public's freedom of entry and access to the reserve (subject to the specific powers conferred on the administering body by Section 55 and 56 of the Reserves Act, 1977, and any bylaws applying to the reserve, and to any conditions and restrictions that the administering body considers necessary for the protection and general well-being of the reserve and for the protection of the public using it).
- ❑ To preserve the natural or scenic values of the reserve allowing development for amenities and facilities where these are necessary to enable the public to obtain benefit and enjoyment from the reserve and where the primary scenic values are not adversely affected.
- ❑ To protect and manage historic, archaeological, geological, biological, or other scientific features present within the reserve, compatible with the principal or primary purpose of the reserve.

- ❑ To maintain the reserve's value as a soil, water and vegetation conservation area, to the extent compatible with the principal (scenic) purpose of the reserve.

#### **LPR O Local Purpose Reserves: Generic Objectives**

- ❑ To provide and retain areas for such educational, community, social or other local purpose as specified in the Gazette notice classifying the reserve.
- ❑ Having regard to the general purpose of the reserve, to administer and maintain the reserve so that:
  - Those scenic, historic, archaeological, biological, or natural features present on the reserve are managed and protected to the extent compatible with the principal purpose of the reserve;
  - The reserve's value as a soil, water, and forest conservation area is maintained to the extent compatible with the principal purpose of the reserve.
- ❑ To maintain the public's freedom of entry and access to the reserve (subject to the specific powers conferred on the administering body by Section 23 and 61 of the Reserves Act, 1977, and any bylaws applying to the reserve, and to any conditions and restrictions that the administering body considers necessary for the protection and general well-being of the reserve and for the protection and control of the public using it).
- ❑ To maintain appropriate public access to the reserve. Council may, from time to time, by public notice prohibit access to the whole or any specified part of the reserve. In that case no person shall enter the reserve, except under the authority of a permit issued by the Council.

## **Reserves Management Plan Generic Policies**

In addition to the generic objectives of management related to the classification of the reserve this Reserves Management Plan sets out generic policy for all reserves across all wards within the District. This generic policy addresses issues of management that will be common across reserves and sets out to establish a consistent approach to the management of these issues across the District.

Council's generic policy for managing reserves across the District is set out as follows.

### **P1 Sportsville**

#### **Policy**

Recreational activities, such as active sports codes and recreation activities requiring specific facilities will be grouped to maximise the sharing of facilities and to focus public resources and spending on developing a primary active recreation venue for the community. In the Maketu Ward four existing reserves are identified as the local 'sportsville' type active recreation focal reserves for the various communities – these are Midway Park (Pukehina), Pongakawa Domain (Pongakawa), Spencer Ave Reserve (Maketu) and Paengaroa Domain (Paengaroa).

**Explanation:** It is more efficient for communities to provide facilities for active recreation in combined locations rather than spreading these across the town or ward. By clustering active recreation facilities in central venues costs can be reduced and duplication avoided. Other benefits can also be achieved through strengthened community facilities, joint sponsorship, and sharing of resources/facilities. This clustering concept is in line with the 'Sport and Active Recreation Council's (SPARC)' 'Sportsville' concept. (Note 'SPARC' has recently replaced the Hillary Commission as the national body charged with the mandate to promote sport and active recreation in New Zealand).



## **P2 Utilities**

### **Policy**

Where utilities, other than those required for servicing the reserve, are proposed to be located through or over a reserve, or where existing utilities are to be upgraded, the authority responsible will undertake early (i.e. at the preliminary scoping stage) and full consultation with the Reserves and Facilities Manager, WBOP DC as an affected party.

In general, utilities should be located to avoid any impingement on the use, enjoyment or general amenity of any reserve. Where avoidance cannot be achieved, mitigation and/or remedial works should be provided.

Where utilities are to be located through or over a reserve, the location of any above ground features should be limited in their scale and sited to least affect the use, enjoyment and amenity of the reserve.

All costs associated with the location of services through or over a reserve, including the cost of fully making good the affected area as well as any mitigation and/or remediation works, shall be borne by the authority undertaking the works to the satisfaction of the Reserves and Facilities Manager, WBOP DC.

**Explanation:** Reserves are often identified as the location of utilities infrastructure. Individually and cumulatively, however utilities can affect the character and amenity of a reserve and its potential use and enjoyment. Any proposal for the location of new or upgraded utilities through or over a reserve should be fully considered, including the identification of alternative alignments and the avoidance, remedy or mitigation of adverse effects on the reserve.

### **P3 Buildings and Structures**

#### **Policy**

Buildings on reserves will be for sporting and recreation purposes and/or to facilitate the appropriate use of the reserve by the public.

Any potential adverse effects of buildings and structures (whether located on or adjacent to reserve land) on the amenity values and physical features of the reserve and on neighbouring properties should be avoided.

In proposing to locate a new building on a reserve (by Council or by others), or when considering proposals for the extension of an existing building, or when considering the effects of a proposed building on land adjacent to a reserve, the following shall be taken into regard:

- ❑ The need for the building to be located on reserve land.
- ❑ The scale of the proposed structure in relation to the reserve and its foreseeable use.
- ❑ The foreseeable need and demand for the recreation facilities to be accommodated.
- ❑ Proposals for joint use of the facility.
- ❑ The siting, design, materials and colour of the proposed building or structure.
- ❑ The design and development of buildings and structures are energy and water efficient and storm water is managed affectively.
- ❑ The financial position of the applicant to properly construct and maintain the facility, and ongoing associated costs.
- ❑ The conservation of open space, views, significant vegetation and significant landscape features.
- ❑ The effects of providing access to and parking for the proposed building or structure.
- ❑ The potential visual or physical effects of the building or structure on neighbouring properties.

Where Council determines to approve the location of any building or structure on reserve land, the applicant will be responsible for obtaining all necessary resource and building consents before any work commences on site.

In addition the applicant must comply with all bylaws, regulations and statutes pertaining to the construction and operation of the building or structure. The consent of the Minister of Conservation will be required before any building or structure is constructed on a reserve in situations where leases over scenic or recreation reserves allow for erection of buildings and structures.

**Explanation:** Buildings and structures include facilities such as toilets, changing rooms, club rooms, bridges, viewing platforms or lookouts and the like. Buildings and structures are necessary to facilitate public use of reserves. They can, however, also reduce the open space character and amenity of reserves and need to be carefully sited and designed to complement the reserve. Buildings and structures also represent significant investment and require ongoing maintenance. Duplication of such facilities should be avoided with joint use, management and funding promoted.

#### **P4 Commercial Use**

##### **Policy**

Commercial use of reserves will not be allowed unless a formal concession is granted for a particular activity involving a specific site and times during which the activity may take place.

Commercial use (including private or commercial access over a reserve) that conflicts with and/or limits the public use and enjoyment of the reserve or affects its amenity will not be permitted.

Where access over a reserve and use of its facilities provides for a commercial activity, such as use of a public boat ramp by commercial fishing boats and/or tourist related activities, Council will require payment of appropriate charges by the commercial user to assist in the maintenance and enhancement of the facility.

**Explanation:** Commercial use of reserves can detract from its public use and enjoyment or limit its potential to be used for its allocated purpose. In general it is inappropriate for public land set aside for reserve purposes to be used for any commercial use. In some instances, however, commercial use can be accommodated without unduly impinging on the use and enjoyment of the reserve, in such cases Council will seek financial compensation for the use of public facilities for commercial gain.

## **P5 Concessions**

### **Policy**

The temporary or permanent private commercial use of public reserves will generally not be permitted. From time to time, however, Council may determine that a commercial activity is complementary to the purpose of a particular reserve, will assist in the public use and enjoyment of the reserve, is compatible with or will avoid or mitigate any potential adverse effects on neighbours and will not adversely affect the general character and amenity of the reserve. In such cases Council may determine that it is appropriate to provide for the activity by way of a concession.

Any concession for use of a reserve will:

- ☐ Define and limit the area within which the activity is to be carried out.
- ☐ Specify the times (over the year and during the day) during which the concession can operate.
- ☐ Specify the nature of the activities the concession operator can provide.
- ☐ Define the signage (if any) permitted in association with the concession.
- ☐ Specify the fee or bond amount.

Concessions will not provide for the exclusive use of any part of a reserve and will not function to the disadvantage of general public use of the reserve.

Any concession permitted by Council will be specific to the operator identified and will not be transferable.

Any concession granted by Council will be for a specified period with no automatic rights of renewal.

The following criteria will be used to assess any concession applications received:

- ❑ The extent to which the proposed activity is compatible with the designated purpose and use of the reserve.
- ❑ The extent to which the proposed activity will assist the public use and enjoyment of the reserve and not disadvantage other users.
- ❑ The compatibility of the proposed activity in relation to neighbouring properties and the ability for any adverse effects on neighbours to be avoided, remedied or mitigated.
- ❑ The extent to which the proposed activity will impinge on the physical attributes and spatial qualities of the reserve.
- ❑ The need for permanent structures that could detract from the character of the reserve when the concession is not in operation.

Any application to operate commercial activities on a reserve should be made to the Reserves and Facilities Manager, WBOP DC in writing and include information in relation to:

- ❑ A description of the proposal and its proposed location within the reserve.
- ❑ A description of the potential effects of the proposed activity and the methods to be employed to avoid, remedy or mitigate adverse effects on reserve users and/or neighbours (i.e. noise from generators).
- ❑ The duration of the activity (hours of operation, days over which the concession will function and period of the year over which it will operate).
- ❑ The experience and resources of the concessionaire to successfully operate the concession.

Council will charge a levy for the commercial use of reserves. A bond will also be required for any commercial activities for which concessions are granted.

The applicant concessionaire will be responsible for ensuring that they fully comply with and receive any necessary consents in relation to the Resource Management, Building, Health and Safety in Employment Acts and other relevant Acts as well as the District Plan and comply with any relevant bylaws.

**Explanation:** Public reserves are for the use and enjoyment of the public. In general reserves provide respite from commercial facilities and provide opportunities for families, groups and individuals to pursue recreational activities away from commercial environments. From time to time, however, there will be temporary and/or permanent commercial activities that are fully compatible with the purpose of the reserve and that can assist or enhance the use and enjoyment of the reserve for a significant number of reserve users. Council will consider applications for concessions on reserves and where appropriate provide for such activities as an adjunct to the reserve.

## **P6 Organised Events**

### **Policy**

Use of any reserve for an organised event requires the approval of the Reserves and Facilities Manager, WBOP DC. Applications for approval to use a reserve for an organised event should be made in writing and include the following information:

- ☐ The date(s) of the event; the name of the organisation holding the event; and key contact people.
- ☐ The nature of the event; its duration and purpose including how it will provide for public access and enjoyment.
- ☐ A plan showing the layout of the event including provision for emergency access, the location of toilets, first aid, parking and other facilities.
- ☐ A timetable for preparations leading up to the event and for clearing up after the event.
- ☐ Proposals for advising neighbours and the local community about the event.
- ☐ The financial resources of the event organiser and/or its sponsors (which must be named).
- ☐ Proposals for reinstatement of the reserve.
- ☐ Copy of public liability insurance.
- ☐ Copy of operator's licences from any operator supplying or in charge of any Amusement Device.
- ☐ Food storage, preparation and sale at the event.

The cost of organising and running any approved event on a reserve will be the responsibility of the event organiser. Any reserve used for an approved event is required to be left in the condition in which it was found prior to the event to the satisfaction of the Reserves and Facilities Manager, WBOP DC.

Event organisers for any approved event will be fully responsible for securing in advance all consents and approvals for the operation of the event and will ensure they respect any relevant bylaws or District Plan requirements (such as noise controls).

The Reserves Act 1977 does not permit overnight stays on any reserve which is not a reserve set aside under Section 53 of the Act as a Camping Ground. However, Section 44 of the Reserves Act 1977 allows use of reserves in accordance with its Management Plan. Where any event covers 2-3 days security personnel are permitted to patrol overnight.

Council will retain the right to require a refundable bond from any event organiser and retain the discretion to expend the bond to reinstate the reserve should this be required. The amount required in bond will be determined by the Reserves and Facilities Manager, WBOP DC, with reference to Council's Schedule of Fees and Charges.

**Explanation:** Events can enhance the public use and enjoyment of reserves and contribute to the diversity and vibrancy of the community. Events with large numbers of people and activities can also adversely affect the reserve and its neighbours. Council therefore needs to retain full discretion over the number, nature and organisation of any organised event on reserve land.



## **P7 Signs**

### **Policy**

All signs located within reserves will comply with Council's signage policy to ensure consistent sign information and styles on reserves throughout the District.

Signs will generally be grouped or clustered within a reserve to avoid visual clutter and to assist visitors to easily access all relevant information.

Any new permanent sign to be located within a reserve shall be located with the approval of the Reserves and Facilities Manager, WBOP DC.

Reserve occupiers wishing to erect signs will be responsible for meeting the costs of producing, erecting, maintaining and replacing signs relating to their activity. Subject to the written approval of the Reserves and Facilities Manager, WBOP DC, and all relevant statutory consents being granted (the Club being responsible for securing any relevant consents or approvals) tenant clubs may affix to the building that they occupy, signs denoting their premises.

No commercial signs will be permitted on reserves except with the specific approval of Council (Reserves and Facilities Manager, WBOP DC). Council may permit the erection of advertising signs on recreation reserves developed as sports grounds where these will not detract from the character and amenity of the reserve or adversely affect neighbours. The cost of such signs, any associated resource consents, and the regular maintenance of any such sign will be borne by the advertiser.

Council retains the right to request the removal of and/or to remove any inappropriate, poorly located or obsolete signs as well as those that have fallen into disrepair.

**Explanation:** Signs are necessary to identify reserves, to assist access within reserves, to provide for the appropriate use of reserves and to provide for the safety of reserve users. Signs provide an opportunity for Council to 'brand' public land and clearly identify public resources. However, signs can individually or cumulatively detract from the amenity of a reserve and need to be designed, located and maintained to avoid visual clutter and the degradation of the values of the reserve. Signs can be located in reserves by others and clear guidelines are needed for the provision of such signs within a public area.

## **P8 Naming**

### **Policy**

All reserves vested in or administered by Council will be named through a formal resolution of Council following consultation with Tangata Whenua and interested parties.

Naming will generally be initiated at the time of vesting and will be publicly advertised with a one month period for comment.

Where an existing reserve is known by the community by a local rather than the official name signage that recognises both names will be considered.

This Reserves Naming Policy acknowledges the New Zealand Geographic Board (Ngā Pou Taunaha O Aotearoa) "Rules of Nomenclature" which act as guiding principles for determining place names in New Zealand. In summary these rules as they relate to Council administered reserves are:

- ❑ Names which have historic, geographic or particular local significance are generally acceptable. So too, for example, are names of early explorers and discoverers, early settlers, surveyors and geologists and early notable people or events which have some connection with the proposed area to be named.
- ❑ Names of persons will not be given to features during the person's lifetime. If the name of a deceased person is used, generally the surname is chosen.

- ❑ Descriptive names can be used provided there is no duplication of the name in a neighbouring area.
- ❑ Name duplication is avoided.
- ❑ The use of the possessive form is avoided; e.g. Smith's Reserve.
- ❑ Names in local usage normally take precedence.
- ❑ Names considered to be in poor taste are avoided.
- ❑ Original Māori place names will be encouraged - an "original Māori place-name" means any Māori place name that is recognised by the tangata whenua as one historically associated with a place within their tribal boundary.
- ❑ Includes reserves which are approved by the Department of Conservation through the Management Plan process

**Explanation:** When new reserves are created or when existing reserves have names that are poorly related to the locality, purpose or nature of the reserve or to its community use, it is desirable for the reserve to be named, or renamed, to ensure ease and consistency of identity.

## **P9 Gifts and Commemorative Built Features**

### **Policy**

Council will consider requests from individuals and/or organisations within the community for the sponsorship and/or gifting of reserve features including the appropriate recognition of the benefactor. Any such proposals will be assessed in relation to the following criteria:

- ❑ The compatibility of the proposed feature in relation to the character and use of the reserve.
- ❑ The benefit to the reserve users.
- ❑ The ease and cost of maintenance and whom is responsible.
- ❑ The relevance of the feature to the community and its appropriateness.

Where a gift or the sponsorship of a reserve feature is approved by Council, the benefactor will be generally acknowledged through the appropriate attachment of a small (eg. 150 x 100 mm) engraved or cast metal plaque associated with the item. Other arrangements for acknowledging the donor will be considered on a case by case basis in relation to the nature of the gift.

Where a significant gift is involved, Council and the donor group will develop a protocol that sets out the principles of the gift. Where a gift or commemorative feature requires removal it may or may not be replaced. Where replacements are made they will be made with the same or a similar feature. Council will maintain gifts and/or commemorative features except where maintenance by others is agreed as part of the gift agreement (such as in the case of some sculpture). The benefactor will generally retain no ongoing rights or responsibilities in relation to the feature.

**Explanation:** Council is keen to work with community groups or individuals that are interested in offering their resources for the benefit of the public at large. The nature of such potential relationships is set out in the Recreation and Leisure Strategy 6.3 'Community Based Resources'.

Members of the public frequently make requests to place features on reserves. Whilst such commemorations can assist in developing community values and mark important historic events, the location and number of such features needs to be managed. Commemorative features can also add cost to the ongoing maintenance of reserves, and can cause difficulties when the features are damaged, vandalised or require significant maintenance.

Difficulties can also arise where the individual or group having made the gift, seeks to influence the management of the wider reserve. Council needs to be in a position to control the nature, number and location of such features; encouraging appropriate enhancement of reserves and community input to their development whilst avoiding the potential difficulties and conflicts associated with gifts.

## **P10 Commemorative Trees**

### **Policy**

Where an individual or organisation wishes to plant a commemorative tree on a reserve, this will only be permitted with the approval of the Reserves and Facilities Manager, WBOP DC where the selected location is in line with the concept plan for the reserve.

Any approval for a commemorative tree will specifically exclude any role in the ongoing maintenance of the tree.

Commemorative plaques identifying a donated tree will not generally be permitted. In exceptional circumstances the Reserves and Facilities Manager, WBOP DC, may approve the placement of a plaque.

Where a commemorative tree requires removal it may or may not be replaced. Where replacements are made they may or may not be made with the same or similar species. Where a significant planting of commemorative tree(s) is involved, Council and the donor group will develop a protocol that sets out the principles of the gift.

**Explanation:** Commemorative trees can cause problems for reserve maintenance as trees are often damaged or vandalised and in some instances need to be removed to facilitate the use or ongoing development of the reserve. It may or may not be desirable, from the reserve maintenance point of view, to replace a tree that has had to be removed. Commemorative trees can also become memorials for those that have an association with the person or event being commemorated, at times this can lead to the placement of flowers or other tokens of recognition that are inappropriate in a reserve setting.

## **P11 Fireworks Displays**

### **Policy**

Fireworks displays will not be permitted on reserves except where expressly provided for in the reserve specific policy. In the Maketu Ward these nominated reserves are Midway Park (Pukehina), Pongakawa Domain (Pongakawa), Spencer Ave Reserve (Maketu) and Paengaroa Domain (Paengaroa).

Where provided for on a reserve any organisation wishing to present a fireworks display shall make written application to the Council (Reserves and Facilities Manager) at least one calendar month before the event. The organisation must seek the prior permission from the Department of Labour and include evidence of this approval within their application.

Council may place whatever conditions it finds appropriate on an approval for a fireworks display, for example conditions may relate to the management of fire risk, safety and noise.

A requirement of any approval for use of a reserve for a fireworks display will be contingent on the applicant organisation having a sufficient level of public liability insurance.

**Explanation:** From time to time Council receives requests from organisations wishing to use a reserve for a fireworks display. Such displays are governed by legislation other than the Reserves Act and require the permission of the Department of Labour.

Fireworks displays can generate adverse effects in relation to vegetation, wildlife habitat, animals, and neighbours. They also create a potential fire risk that needs to be managed. Many reserves in the Western Bay of Plenty District are inappropriate locations for public firework displays. Such displays are therefore not permitted on reserves except where it is expressly identified and then subject to Council approval as well as to any conditions that Council may wish to impose.

## **P12 Litter Disposal**

### **Policy**

Council will pursue an approach to the provision of rubbish bins on reserves that encourages people to take rubbish away with them. Where rubbish bins are provided Council will, where appropriate, move toward providing facilities for the sorting of rubbish.

No person shall deposit any domestic refuse, trade waste, garden refuse, rubble or debris on a reserve without Council approval (i.e. depositing cleanfill without the prior approval of Council) such activities are an offence pursuant to Section 94 of the Reserves Act 1977 and carry fines. Council will prosecute perpetrators of illegal dumping where these can be identified.

Where a reserve is used for an event or tournament, the user groups and / or event organisers will be responsible for the collection and approved disposal of all associated litter and waste.

Charity type recycling centres and clothing bins will not be located on reserves where these do not directly function to serve the local community.

**Explanation:** Council has adopted a Solid Waste Action Plan (2002) which establishes the following vision – “Sustainable waste management that protects the environment for present and future generations by vigorously promoting waste minimisation to achieve a zero waste target by 2015”. In addition to waste minimisation recycling is a focus of Council’s vision for the future management of waste. It is appropriate that Council’s objectives for waste management are carried through into the provision for litter collection in reserves. The provision of rubbish bins for the collection of litter is not considered appropriate or necessary on all reserves. Generally the public will be encouraged to take their litter away with them and where bins are provided, Council will move to providing further sorting of rubbish on the reserve.

Where rubbish bins are provided the frequency of their emptying can be targeted to their level of use – which frequently varies depending on the season. This will assist in minimising the cost of maintenance whilst maintaining appropriate standards for the provision of service. Where rubbish is generated due to a particular event or activity, the cost of removal will fall upon the organisers. (This policy is consistent with Council's Schedule of Fees and Charges.)

The dumping of waste on any reserve can significantly detract from its amenity, has the potential to cause hazards and can cause flow on problems such as plant pests infestations.

### **P13 Encroachment**

#### **Policy**

- i) Prevention of new encroachments: From the date of adoption of this Maketu Reserves Management Plan by Council no new encroachments onto public reserve land will be permitted.  
Where new encroachment occurs Council will:
  - a) Give notice to the encroacher(s) requiring termination, removal and reinstatement of the encroachment at the owner's cost within a specified timeframe.
  - b) Where removal and reinstatement does not occur, Council may carry out the removal and reinstatement and recover costs by way of proceedings through the District Court or if necessary through prosecution.
- ii) Existing encroachments: Where historical encroachments exist Council will advise the relevant party(s) of the encroachment and enter into negotiations to have the encroachment removed and the reserve reinstated at the cost of the encroacher(s). Council's priority for removal of historical encroachments will include any built encroachments and those that adversely affect the public use and enjoyment of the reserve.



- iii) Community Management: Notwithstanding the above, Council will from time to time work with the local community and adjoining landowners to establish and maintain planting on reserve land. This will particularly include planting that defines the interface between reserves and private land and/or where such planting is of benefit to the amenity of the reserve and does not impinge on its public use and enjoyment. Any such community management must have the approval of the Reserves and Facilities Manager, WBOP DC.

**Explanation:** In many places reserves abut private property. From time to time private activities including gardens, steps, huts and seating areas encroach onto the reserve such that the public is excluded from, or discouraged from using, that portion of the reserve. It is important that new encroachments are prevented and that the removal of historical encroachments is managed over time. In certain locations and with the explicit approval of Council, reserves and the community use and enjoyment of reserves can benefit from a level of community involvement in the planting and maintenance of reserves. Such community involvement can be encouraged by Council where it is of wider environmental and public benefit and does not lead to any form of perceived or real privatisation of the reserve.

#### **P14 Private Access Over Reserve Land**

##### **Policy**

Any existing or new private accessway over reserve land will be treated like an encroachment and will generally not be permitted, except where considered for approval and formalisation following written application to the Reserves and Facilities Manager, WBOP DC.

Applications will be assessed by Council on a case by case basis, with the assistance of the following criteria:

- ☐ Is the accessway beneficial for reserve management and/or general public use purposes?
- ☐ Does the accessway generate adverse effects in relation to the reserve's natural character, ecological, wildlife, landscape, cultural heritage, recreational, or other values?
- ☐ Is alternative access available?
- ☐ Are there any particular exceptional reasons why the accessway should be approved?
- ☐ Will approval have the potential to increase maintenance costs to Council over time?
- ☐ Is approval likely to create a precedent or encourage other requests for private access over reserve land?

Any accessway approved over reserve land will require formalisation by way of an easement (consistent with Section 48 of the Reserves Act 1977), the process of formalisation is subject to notification and will require the consent of the Minister of Conservation.

All costs associated with the granting of a formalised access will be borne by the party granted access. Annual rentals may also be required to be paid at the discretion of the Council.

**Explanation:** In many locations reserves abut private land and in some such locations access over reserve land provides desirable access to that land. In some places historical access occurs. Private access over reserve land can, however, affect the use, enjoyment and development of the reserve and generally should be avoided except in exceptional situations.

**P15 Abandonment of Facilities****Policy**

Where any facility owned and/or occupied on a reserve is abandoned or neglected Council retains the right to require the owner to upgrade, remove or otherwise dispose of the facility in line with their lease agreement and the First Schedule of the Reserves Act 1977.

Where the organisation responsible for the facility has ceased to exist or is in abeyance Council will retain the right to remove the facility and/or to allocate use of the facility to other users within the community.

**Explanation:** Changing demographics and interest in leisure activities can result in clubs disbanding, amalgamating or becoming inactive. Where this results in the abandonment of facilities Council retains the power to have such facilities removed or turned to the use of others.

**P16 Freedom Camping Bylaw 2012 formerly Motor Homes Policy****P16 Motor Homes now superseded by Freedom Camping Bylaw 2012.****Please refer to APPENDIX 4.**

**The Bylaw is not due for review until no later than 9 November 2017 and thereafter no later than 10 years after the Bylaw was reviewed**

**P17 Freedom Camping Bylaw 2012 formerly Camping Policy****P17 Camping now superseded by Freedom Camping Bylaw 2012.**  
**Please refer to APPENDIX 4.****Explanation**

Section 44 of the Reserves Act 1977 provides that except with the consent of the Minister, no person shall use a reserve, or any building, vehicle, boat, caravan, tent, or structure situate thereon, for purposes of permanent or temporary personal accommodation provided that nothing in the subsection shall be deemed to prohibit the use, for purposes of personal accommodation, of any reserve or any building, vehicle, boat, caravan, tent, or structure situate on any reserve, subject to compliance with every term or condition on which such use is permitted in areas defined in Council reserve management plans.

Camping may also be permitted under Sections 53 (h), 55 (2d) and 61 (1) of the Reserves Act 1977, with the prior consent of Council and the Minister of Conservation (Camping Grounds, Holiday Parks etc).

Council's recently adopted a Freedom Camping Bylaw 2012 under the Freedom Camping Act 2011; please refer **APPENDIX 4**.

The Bylaw permits freedom camping in tents in the TECT All Terrain Park provided that:

(a) He or she complies with the general restrictions;

- No person may light any fire in a local authority area except in a place specifically provided by the Council for that purpose, or with the prior written permission of an authorised officer.
- All waste must be removed from the site and disposed of in a Council approved disposal facility;
- The site must be left in a clean and tidy state;
- Every person must leave and not return if required to leave by an enforcement officer;

- All conditions stipulated on any signs must be complied with;
  - No animals may be kept on site except for disability assist dogs as defined in section 2 of the Dog Control Act 1996 or unless a Council bylaw allows the animal at the site, such as through a dog control bylaw, and
- (b) It is in an area specifically set aside for the purpose of camping in tents as described in the aerial maps attached to the Freedom Camping Bylaw 2012 Schedule 2 and the length of stay does not exceed three consecutive nights in any one calendar month; or
- (c) The express written permission of the TECT All Terrain Park Manager is first obtained and any restrictions imposed on that permission complied with.

**The Bylaw is not due for review until no later than 9 November 2017 and thereafter no later than 10 years after the Bylaw was reviewed**

## **P18 Fencing**

### **Policy**

Where private land directly abuts reserve land Council will seek to ensure that the boundary between public and private land is clearly defined whilst encouraging surveillance over the reserve from residential properties. Generally where boundaries are to be fenced a low height fence (1.0 metre, 1.2 metre maximum) will be encouraged.

Pedestrian gates in boundary fences for residents to access the reserve will be allowed entirely at the owner's expense. No private vehicular access over reserve land is permitted without the prior consent of Council and the Minister of Conservation. Council will seek to share the cost of boundary fences on a 50/50 share basis as provided for in the Fencing Act 1978.

**Explanation:** Where private land abuts reserve land there is the potential for encroachment to occur if the legal boundary is not clearly defined. Definition of the boundary assists Council's maintenance and reduces incremental encroachment over time.

In some places where the boundary is not well defined the reserve can feel "privatised" and the public less welcome due to the nature of adjacent residential development. Clear delineation of the boundary assists in reducing the perception of privatisation.

Surveillance over reserves from adjacent residential properties assists the security of reserves and their safety. High fences that restrict surveillance should be avoided and desirable surveillance and access into reserves encouraged.

## **P19 Reserve Closure**

### **Policy**

Council will retain the discretion to limit vehicular and/or pedestrian access to reserves under the provisions of Section 40 and Section 48 of the Reserves Act 1977.

**Explanation:** For safety reasons and/or in order to better manage reserve use it may be desirable to limit or exclude access to a reserve, particularly at night or at certain times of the year. Council will use its discretion to best manage the balance between public access and reserve management.

## **P20 Safety and Security**

### **Policy**

The design, development and management of reserves will take into account public safety issues and promote the appropriate use and protection of the reserve. It will also take into account WBOP District Councils Community Safety Policy which includes Council's Closed Circuit Television (CCTV) and Crime Prevention through Environmental Design (CEPTD) responsibilities.

The security of the reserve and any Council owned facilities on the reserve are the responsibility of Council and individuals committing offences against reserve property will be prosecuted in accordance with the Reserves Act 1977.

The security of the private property of any member of the public visiting or using a reserve remains the responsibility of the visitor/user. Council will retain the right to limit access to any reserve, or advise the public, through appropriate signage, where any security issue within a particular reserve is of concern e.g. theft from motor vehicles. Council will cooperate with the police and other agencies to promote the security of reserve users.

**Explanation:** The issue of safety in reserves relates both to the safety of users and to the security of the reserve and its facilities. Reserves and facilities on reserves can be the subject of vandalism and/or anti-social behaviour by others. Whilst the behaviour of individuals is a societal issue, reserves and facilities on reserves can be designed to enhance safety and reduce the incidence of vandalism. In addition, the public can be assisted in the management of their own safety and the security of their property whilst using the reserve, by providing appropriate signage advising of any issues, which may be of concern.

## **P21 Grazing Licences**

### **Policy**

Council may grant a licence to temporarily occupy any reserve or any part of any reserve (recreation, historic, scenic, scientific Government purpose or Local purpose reserve) for grazing purposes under section 74 of the Reserves Act 1977 as a technique for holding the land asset until it is ready to develop a reserve for further public use and enjoyment.

Where grazing licences are granted Council will determine the type of stock to be grazed in accordance with good animal husbandry and stock control practices as well as the cost implications to Council of options for site management, in order to provide adequate safeguards for those features and values (e.g. archaeological values) in existence on the reserve. Reserve lands held under a grazing licence may retain public access and will be signposted accordingly. Grazing licences may be granted for a term of between one and five years. The Licence to Occupy documentation enables Council at any time upon three months written notice to end the licence should the reserve be required for further development.

**Explanation:** Grazing licences enable Council to administer and maintain land prior to any possible future development of the reserve according to the purposes for which it was classified.

Some stock, such as older cattle, can however deter public access and impact on archaeological sites. Grazing licences therefore need to specify and control the type of stock to be grazed.



## **P22 Planting**

### **Policy**

Indigenous New Zealand species will generally be used within reserve plantings. Where appropriate these will be eco-sourced.

Where exotic species are planted these will be selected due to: an urban location; the desire for a deciduous species; an historical association; a particular connection to a place or individual; or the advantage of fruit or specimen feature trees or hedging. Exotic species will not include any species considered to be an ecological weed threat.

Plantings will generally be low maintenance, self sustaining and where appropriate support birdlife with fruit or nectar bearing plants.

Plantings, and the alignment of pathways that provide for public access will generally be designed to consider user safety and security. When planting is undertaken for forest revegetation, conservation, ground stabilisation, or environmental protection purposes, this primary objective may override public surveillance and visibility.

Shade trees will be planted in reserves to provide sun protection for users.

Planting will give regard to retaining and enhancing significant views of existing local landowners.

Naturally occurring native trees on reserve land will not be pruned or removed to create or maintain private 'views'. Council will consider any request from the public for the pruning or removal of planted trees located on reserve land on a case-by-case basis.

Council may approve or decline any such request. If site-specific circumstances justify the pruning or removal of a tree or trees those requesting pruning or removal will be required to meet the cost of the work, which shall be carried out in accordance with Council's instruction by an arborist registered with the NZ Arboriculture Association.

Subject to all the relevant data being provided;

- Ensure that all trees and vegetation planted near electricity lines are selected and/or managed to comply with the Electrical Regulations 2003.
- Consult with the line operator prior to planting vegetation within the vicinity of any underground electricity cables.

With respect to this Planting policy, due recognition shall be given to the Property Law Act 1952.

**Explanation:** Many of Council's reserves abut harbour, lake or riparian margins and adjoin remnant and/or regenerating indigenous bush. These and other reserves contribute to, or have the potential to form ecological corridors that provide important linkages for flora and fauna. These reserves are important for their natural character, ecological and conservation values. It is appropriate that reserve plantings reinforce and enhance the indigenous vegetation and ecological values of these areas.

## **P23 Tangata Whenua**

Sites or areas with characteristics of special value to Tangata Whenua, including waahi tapu, Tauranga waka, mahinga kai, taonga raranga, rongoa and mahi whakairo may not have been identified in the Historic Places Archaeological Sites Inventory or the District Plan. In consultation with Tangata Whenua these will be identified, evaluated and protected and become part of the reserve management, development and use process. Where there are sites that Tangata Whenua choose not to identify, it will be determined, in accordance with tikanga Maori, the means whereby those sites or areas are to be protected.

Tangata Whenua will be consulted in the reserve management, development and use process where decisions are being made on issues of significance to Tangata Whenua concerning ancestral taonga or tikanga Maori, where these are known to Council to exist.

Use and development of reserves will avoid, remedy or mitigate adverse effects on the natural and physical resources of special spiritual, historical and cultural significance to Tangata Whenua, where these are known to Council to exist.

The effects of use, development and protection of natural and physical resources on relevant Treaty claims or customary rights of Tangata Whenua will be taken into account.

## **P24 Smokefree**

### **Policy**

In December 2009 Council adopted a Smokefree policy. Public will be encouraged to refrain from smoking in reserves, playgrounds, skate parks, sports fields, gardens, beaches, parks and Council-owned enclosed spaces such as public halls. Signage will be displayed at the entrance of high and low use parks and children's playground areas with positive smoke free messages to discourage smoking in these areas. Smoke free logos will be added to all other reserve signs and beach signs on renewal. Events held in parks, reserves, etc. will also be consistently promoted as *smoke free events*.

Over the next three years signs will be erected in the 30 high use and 30 low use reserves, playgrounds, skate parks, sports fields, beaches, parks, Council-owned enclosed public spaces and gardens. High use reserves, playgrounds, skate parks, sports fields, gardens and parks in the **Maketu Ward** are the Maketu sports field and the Park Road reserve

**Explanation**

An amendment to the Smokefree Environments Act 1990 on 3 December 2003 required, among other things that:

- the buildings and grounds of schools and early childhood centres became Smokefree from 1 January 2004;
- licensed premises (bars, restaurants, cafes, sports clubs, casinos) became Smokefree indoors from 10 December 2004;
- other workplaces became Smokefree indoors from 10 December 2004 – including offices, factories, warehouses, work canteens and 'smoko' rooms.

By focusing on reserves, playgrounds, skate parks, sports fields, gardens, beaches, parks and Council-owned enclosed spaces, Western Bay of Plenty District Council wishes to send a positive message that children's health and the environment should be protected from the effects of smoking. Council's Smokefree Policy adopted in December 2009 is educational only and will be community enforced.

## **3.0 Recreation and Leisure Vision in the Maketu Ward**



### **3.0 Vision for Open Space and Recreation Facilities Provision in the Maketu Ward**

The following vision and outcomes were developed through specific community based visioning workshops for Maketu, Pukehina, Pongakawa and Paengaroa. Each workshop focused on the specific vision for each of the communities, whilst providing an overview of the entire ward and developing a vision for recreation within the Ward. The community based visions are as follows:

#### **Maketu Community**

- The significance of Maketu as a landing place of the Te Arawa waka is celebrated.
- Significant historical and cultural sites of Maketu are recognised for their prominence and protected for future generations.
- Our wairua (spirit) in the moana (sea) and whenua (land) is respected.
- People have pride in Maketu. Our community is safe.
- Recreation facilities are affordable and meet community needs.
- Beaches, waterways and wetlands are restored, protected and teeming with life.

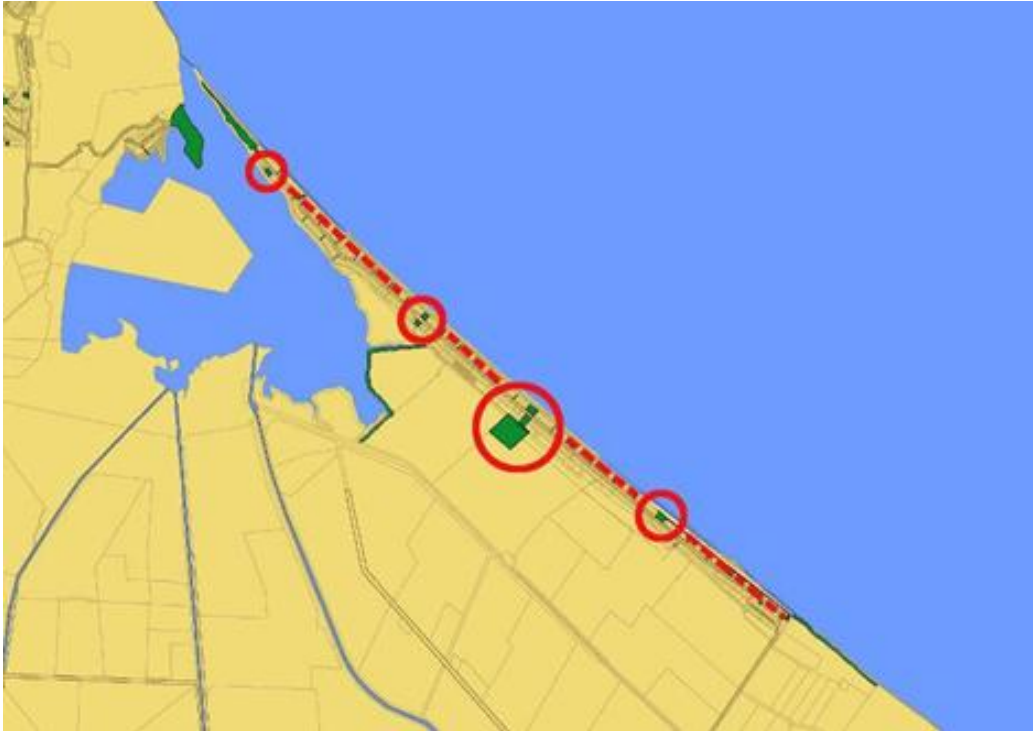
#### **Pukehina & Otamarakau Communities**

- The significant historical and cultural areas along Pukehina Peninsula are recognised.
- Create a high level of amenity within the reserves;
- Focus of active recreation and central playground at Midway Park;
- Provide for continued protection and management of dune systems;
- Promote easily walkable and accessible facilities, e.g. playground and toilets;
- Provide safe and enjoyable reserve facilities.

#### **Pongakawa & Paengaroa Communities**

- Focus of community active and passive recreation around Pongakawa Domain and School and Paengaroa Domain and School;
- Create walkway, cycling and kayaking linkages from Forest to Sea, emphasising heritage trails;
- Create linkages to road based activities, e.g. road cycling routes, and reserves;
- Provide complementary activities to Paengaroa / Pongakawa reserves.
- Connectivity of recreation development.

## Maketu Reserves Management Plan Vision for Open Space and Recreation Facilities



**Pukehina Beach** – Key Recreation Nodes, providing playgrounds, picnic areas and toilets, centred around a main active recreational facility, Midway Park.



**Paengaroa and Pongakawa** – Creating linkages between active recreational facilities, whilst utilising existing roads and streams for passive and active recreational activities. Strengthening the connection between the DOC Reserves, local community reserves and the coast.



## 4.0

## Levels of Service



## 4.0 Reserves Technical Levels of Service

### Grass Mowing

**Type A** – used for fine lawns or very high profile sites. Should not exceed 35mm grass height. Typically 40 to 50 cuts per year e.g. WBOPDC Barks Corner site.

**Type B** – the most common standard for high profile reserves & cemeteries. Should not exceed 60mm grass height. Typically 30 – 50 cuts per year.

**Type C** – The standard applied to specific sports fields as follows. This mowing type typically generates 30-50 cuts per year depending on the level and type of use:

(i) Winter (1 April – 30 Sept)	Rugby Field	75mm max height, mowed to 40mm
	Soccer Field	40mm max height, mowed to 20mm
	Hockey Field	40mm max height, mowed to 20mm
	Other Sports Fields	75mm max height, mowed to 40mm
(ii) Summer (1 October – 31 March)	Cricket	35mm max height, mowed to 20mm
	Other Sports Fields	75mm max height, mowed to 40mm

**Type D** – General standard for Passive Reserves. Should not exceed 90mm grass height. Typically 20 - 30 cuts per year.

**Type E** – Applied to less used passive reserves or reserve margins. Should not exceed 200mm grass height. Typically 8 - 12 cuts per year

**Type F** – Seldom used reserves or margins where a lesser standard than E is required. Should not exceed 400mm grass height. Typically 1 - 5 cuts per year with a flail or slasher type mower.

### **Toilet Cleaning Frequency**

Minimum cleaning frequencies range from daily to twice per week depending on the season and site usage. Additionally, any public complaints received about toilet serviceability are acted upon within prescribed times.

### **Litter Bin Emptying and Loose Litter Removal**

As a minimum requirement, bins shall be serviced twice per week. They should not overflow or emit an unpleasant odour within a 2 metre radius. Any loose litter at the site will also be removed.

### **LTP Reserves Levels of Service Categories**

The Recreation and Leisure Strategy adopted by Council on 24 June 2010, provides for a basic range of public facilities. As such, Reserves have been divided into three distinct Level of Service categories as follows;

#### **Organised Sports Reserve:**

Includes all reserves with outdoor facilities for organized & informal sports eg, sports fields, hard courts. Some larger reserves are used for other purposes as well. Excludes similar land provided by schools, clubs & marae.

#### **Neighborhood Amenity Reserve:**

Includes all neighborhood reserves & amenity open spaces. Excludes esplanades in rural areas & coastal reserves.

#### **Community Facilities Reserve:**

Includes all reserves for community buildings. Excludes similar land provided by schools, clubs & marae.

Council would manage esplanade and coastal reserves on an individual basis in accordance with its classification under the Reserves Act 1977. Council would work with community groups to facilitate these outcomes.

## **5.0 Maketu Ward Reserve Specific Policy**









### 5.1 Arawa Reserve, Maketu



Location	Arawa Ave, Maketu	Current Inventory	
Reserve Classification:	Recreation Reserve	Picnic Table Signage Bollards (Roadside) Trees	Basic
District Plan Zone	Residential		
ID	77		
Area	0.1616 Ha		
Current State	Open space		
Concept Plan	No		
Overview	Retain as neighbourhood reserve		
Grass Mowing Standard	(.1900 Ha) Type D – Should not exceed 90mm grass height. Typically 20 – 30 cuts per year.		

*Background:*

- ☐ No current facilities within the reserve.

*Reserve Issues:*

- ☐ Provides little amenity value to community other than open space.
- ☐ Opportunity to create linkages to Ngaparaoa Drive Reserve

*Reserve Management Policy:*

- 5.1.1 Investigate the need for play equipment on Ngaparaoa Reserve or Kiokio Place or Arawa Reserves and take into account the need for connectivity/linkage between the reserves.
- 5.1.2 Generic objectives for Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth			Preferred Timing	Project No
No Proposals						

## 5.2 Bledisloe Park, Little Waihi

Location	Bledisloe Park Ave, Little Waihi	Current Inventory
District Plan Zone	Rural	
Reserve Classification:	Recreation Reserve under Section 17 of the Reserves Act 1977 (NZ Gaz 1981 page 27). Vested in Bledisloe Park Board by Section 8 of the Maori Purposes Act 1934. The Board was constituted under Section 8(3) of the Maori Purposes Act 1934. Mayor elected to Board under Section 8(4) (a) of the Maori Purposes Act 1934.	
Area	4.6058 Ha	
Current State	Managed by Bledisloe Park Domain Board Beachfront, camping ground	
Concept Plan	2003/2004	
Overview	Investigate development options with Bledisloe Domain Board. Investigate maintenance of services provided for wider public cost sharing options e.g. litterbins, toilets etc.	

### Background:

- ☐ Bledisloe Park is included in Reserve Management Plan to identify the Park as part of the wider reserve network even though it is not owned or managed by Council.
- ☐ Managed and administered by Bledisloe Park Domain Board.
- ☐ Contains a camping ground.
- ☐ Bledisloe Park Domain Board commissioned a Concept Plan in 2003/2004, see attached plan.







**Detail – Cabins**  
Scale 1:50 (A1)

**Detail – Seawall Concept – NTS**

Seawall – Re-establish the seawall in front of the cabins and caravan area. Consult with a coastal engineer prior to consent lodgement. Plant in front of, on and behind the seawall with native coastal species, such as flax, OI/OI and Pohutukawa.

Cookhouse – Create a courtyard area, using paving and crushed shell outside the cookhouse. Provide shade and picnic tables around courtyard area. Link with toilets with a crushed shell footpath. Create outdoor 'play' space such as a beach volleyball court or the like

**Detail – Graded Beach - NTS**

Coastal Edge – Plant native species in front, along and behind the coastal edge. Concrete flotsam logs into ground with concrete footings to create vehicle barriers and seating. Extend Pohutukawa planting along the coastal edge.

Provide picnic tables and rubbish bins along the coastal edge of the park.

Gradually replace the Norfolk Pines with Pohutukawa species to establish a strong link between park and adjoining bush escarpment.

Use flotsam as signposts throughout the park.

Graded Beach - Plant native coastal species in front and behind a low timber retaining wall.

Campground Access Roads – Regrade and resurface with timber edged crushed shell / lime / gravel surfacing

Little Waihi Estuary

Little Waihi Estuary

Refurbish the existing toilet block.

Regrade landform of caravan and tent sites to control stormwater flow. Direct stormwater toward linear swales which shall flow to a holding point and eventually a single discharge point into the Little Waihi Estuary

Continue to manage existing hedge and create gaps in the hedge with bollarding for pedestrian linkages (along swales) through the park / campground.

Access Road into Park – Resurface access road into public area of park with crushed shell / gravel / lime surfacing. Create larger speed humps to control traffic speeds. Timber fence along access road to manage traffic movement throughout the park.

Relocate 5 x existing cabins and connect together with timber decking. Refurbish cabins and plant around with native coastal species to create separation between groups of cabins. Provide areas either side of groupings for car parking. Create new loop access road to relocated cabins. Provide crushed shell / lime / hoggins / surfacing along campground access road.

Provide sculptural entrance to Bledisloe Park using locally sourced materials – eg Flotsam. Create a new sign that forms part of the entrance sculpture.

Reseal main access road to front car park and reorientate car parking. Provide a new roundabout and speed humps to control traffic flow and speeds.

Footpath – Provide a timber edged, crushed shell footpath into park. Footpath to link to shops, campground and playground.

Extend wing off existing house to create a shop / office area and potential café facilities. Create a deck along the front of building.

Playground – Develop playground with natural materials – Provide picnic tables, rubbish bins and a BBQ around the playground

Pine Trees – Replace pine trees with Pohutukawa species

Tent Sites / Open Space  
Regrade surface of ground to create raised areas and swales to move stormwater away from tent sites

Public Toilet – Adjoin a new ablation building to the Cookhouse to provide public toilets for the park and tent site users.

Car park – create a formal car park area outside the toilet block. Extend hedging along the car park edge to provide screening between the car parking and cabins.

Cabins – Retain some cabins in existing locations, reorientate, on existing footprint, toward one another and connect with timber decking to create a grouping of cabins. Provide planting around the cabins to create screening between cabin groups.

Reorientate remaining cabins into groups and connect with decking. Provide a common space with picnic tables and use coastal planting to provide screening between the cabins.

Provide a central grassed access road between the cabins.

Plant Pohutukawas throughout the campground and park to provide shade and to act as markers for intersections, access points and building locations.

Coastal Edge – Plant native estuarine species along the coastal edge such as; flax, OI/OI, Toetoe, Pohuehue and Ngaio to assist protection from coastal erosion

Access Road to Jetty – Realign access road slightly and surface with crushed shell / gravel surfacing. Use planting to control traffic movement around the end of the park.

# BLEDISLOE PARK

## Draft Concept Development Plan

Date: 5<sup>th</sup> November 2003

Scale: 1:500 (A1), 1:1000 (A3)

Revision – A

Prepared for: The Bledisloe Park Trust Board  
Prepared by:

**BOFFA  
MISKELL**  
planning • design • ecology





*Cultural Issues:*

- ☐ Significant shellfish gathering area for local tangata whenua.

*Reserve Issues:*

- ☐ Extensive erosion along harbour margin, particularly the western side of the reserve.
- ☐ Surface flooding within the campground area.
- ☐ Existing cabins on site have been established by building consent and the Campground Management wish to redevelop and reposition these on site.

*Concept Plan*

- ☐ A concept plan and report was prepared for the Bledisloe Park Domain Board and forms part of this Reserve Management Plan.

*Reserve Management Policy:*

- 5.2.1 Continue to work with the Bledisloe Park Domain Board to refine and implement the Concept Plan.
- 5.2.2 Develop public toilet facilities in recognition of public use of the Park.
- 5.2.3 Manage storm water discharge through public space through overland swale, controlled discharge points and amenity planting.
- 5.2.4 Work with Coast care and the Bledisloe Park Domain Board to implement harbour margin native planting.
- 5.2.5 Generic objectives for Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth			Preferred Timing	Project No
No proposals						



### 5.3 Conway Road Reserve

Location	Conway Road, Paengaroa	Current Inventory	
Reserve Classification:	Recreation Reserve	Fencing	
ID	168		
District Plan Zone	Residential		
Area	1.2141 Ha		
Current State	Former Paengaroa Pony Club site. Grazing license in place		
Concept Plan	No		
Overview	Maintain		

*Background:*

- ☐ Currently undeveloped.
- ☐ Grazing license currently operating on site.

*Reserve Issues:*

- ☐ No existing need for development of the reserve.
- ☐ Investigate opportunity to divest or retain for future use as a reserve.

*Reserve Management Policy:*

- 5.3.1 Retain land for future development as a recreation reserve.
- 5.3.2 Review direction for reserve development at 10 year review of this Reserve Management Plan.
- 5.3.3 Generic objectives for Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth			Preferred Timing	Project No
No proposals						





#### 5.4 Dotterel Point Reserve, Pukehina Beach

Location	Pukehina Parade, Pukehina	Current Inventory	
Reserve Classification:	Recreation Reserve		
District Plan Zone	Rural	Car park	Medium
ID	256	Toilet	Medium
Area	1.9475 Ha	Picnic tables	
Current State	Sand dunes. Surf Rescue/Beach Watch/WC Building	Bins	3
Overview	Maintain; Pukehina Surf Rescue lease part of reserve.	Walkway	Basic
Grass Mowing Standard	(.1600 Ha) Type D – Should not exceed 90mm grass height. Typically 20 – 30 cuts per year.	Lifeguard building	
Toilet Cleaning	Summer: every 2 days, Winter: 2 x per week		

##### Background:

- ☐ Department of Conservation (DoC) Marginal Strip surrounds the reserve.
- ☐ Management of the reserve acknowledges the Marginal Strip.
- ☐ Reserve provides a habitat and nesting area for the rare Dotterel birds.

##### Reserve Issues:

- ☐ Weed control, self seeding pines and inappropriate planting, including Norfolk Pines.
- ☐ Management of sand dunes and the lack of integration between the Coast care areas and reserve facilities.

##### Reserve Management Policy:

- 5.4.1 Dog Control Bylaw 2011 prohibits dogs on the Pukehina Spit (Dotterel Point Reserve) all year round (Refer to Bylaw details in Appendices).
- 5.4.2 Work with Coast care program (BOP RC) to install information signs around the reserve.
- 5.4.3 Install bollard and rope fences along access ways to beach.
- 5.4.4 Continue to work with the Department of Conservation for the integrative management of Dotterel Point Reserve and the surrounding marginal strip.
- 5.4.5 Generic objectives for Recreation Reserves and generic policies apply.
- 5.4.6 Freedom camping is permitted within the formed car park area subject to the Bylaw restrictions (Refer to Bylaw in Appendices).

2012/22 LTP Approved Actions	Action Cost Estimate	Preferred Timing	Project No
Capital Landscape Development	16,361	2015/16	260511

### 5.5 Kaituna River Esplanade

<b>Location</b>	Maungarangi Road and S H 33	<b>Current Inventory</b>  Nil
<b>Reserve Classification:</b>	Local Purpose (Esplanade) Reserve	
<b>District Plan Zone</b>	Rural	
<b>ID</b>	218	
<b>Area</b>	0.9580 Ha	
<b>Current State</b>	Esplanade Reserve, recreation and fishing opportunities	
<b>Concept Plan</b>	No but note the Kaituna River Strategy	
<b>Overview</b>	Planting to improve river margin	

*Background:*

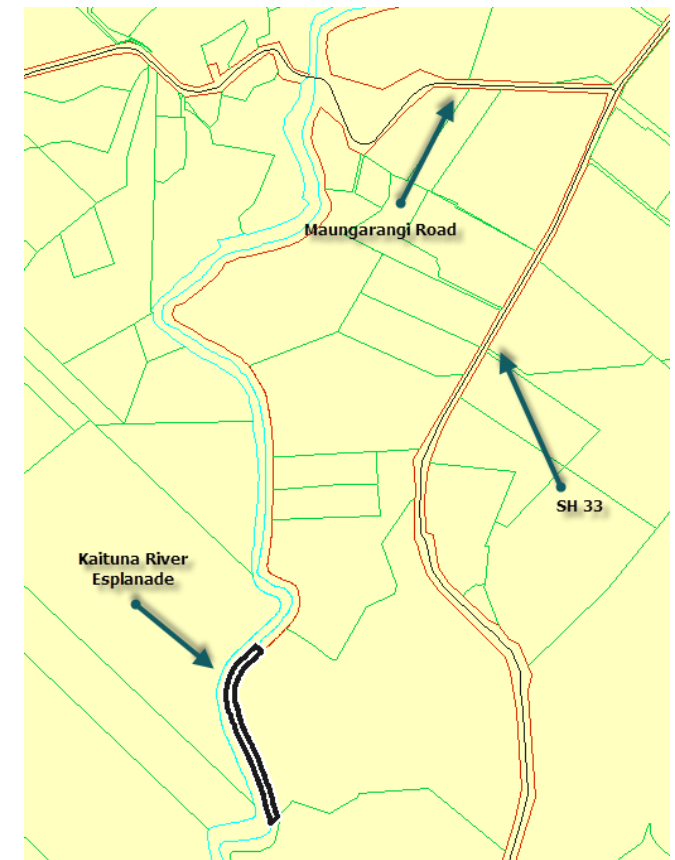
- ☐ Currently no public access to reserves available.

*Reserve Issues:*

- ☐ Riparian ecosystem degradation.
- ☐ Weed control.
- ☐ Public access currently unavailable.

*Reserve Management Policy:*

- 5.5.1 Continue to secure remaining areas of riparian margin along the Kaituna River to achieve pedestrian access.
- 5.5.2 Undertake continued plant pest control and implement appropriate native riparian planting.
- 5.5.3 Maintain and enhance riparian esplanade for the protection of natural character and wildlife values of the Kaituna River.
- 5.5.4 Generic objectives for Local Purpose Reserves and generic policies apply.



2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth	Preferred Timing	Project No
No Proposals				



## 5.6 Kaituna Sand Spit and Recreation Reserve



Location	Ford Road, Maketu Spit	Current Inventory	
Reserve Classification:	Local Purposes (Foreshore) (4.2492 Ha) and Recreation Reserve Gaz 1981, pg 2585 (27.1149 Ha)	Car park Toilet Bin	Basic Very basic 2
District Plan Zone	Rural		
ID	75		
Area	27.1149 Ha and 4.2492 Ha.6146 Ha		
Current State	Fishing, sand dunes		
Concept Plan	No but note the Kaituna River Strategy		
Overview	Limit vehicle access to protect dunes and bird life		
Grass Mowing Standard	(.1000 Ha) Type E –Should not exceed 200mm grass height. Typically 8 - 12 cuts per year		
Toilet Cleaning	2 x per week		

### Background:

- ☐ Comprises a considerable length of coastal dune system.
- ☐ Reserve provides a habitat and nesting area for the rare Dotterel birds.
- ☐ Groyne structure used by recreational fishers owned by BOP RC

### Reserve Issues:

- ☐ Work with Regional Council to implement the Kaituna / Maketu Estuary Diversion strategy.
- ☐ Car parking for fishers using the groyne structure is located on the environmentally fragile Spit Reserve.
- ☐ Alternative parking on Ford Road to be investigated.
- ☐ Significant dotterel breeding grounds.
- ☐ Dune damage from vehicle access.
- ☐ Limited vegetation within reserve.
- ☐ Weed control and dune restoration management.
- ☐ Potential to form part of a larger restoration initiative.

*Reserve Management Policy:*

- 5.6.1 Dog Control Bylaw 2011 prohibits dogs on the Maketu Spit (stretching as far as the cut) over the summer months (Refer to Bylaw details in Appendices)
- 5.6.2 Work with Coastcare program (BOP RC) to install information signs and dune protection fencing.
- 5.6.3 With Coastcare and the Maketu/Ongatoro Wetlands Group investigate alternative parking on Ford road.
- 5.6.4 Develop ecological restoration plan for the reserve and implement in conjunction with the Maketu/Ongatoro Wetlands Group.
- 5.6.5 Reclassify Recreation Reserve to Local Purpose Reserve.
- 5.6.6 Generic objectives for Local Purpose and Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth	Preferred Timing	Project No
No Proposals				



### 5.7 Kiokio Reserve, Maketu



Location	Cnr Kio Kio and Whenuariri Place	Current Inventory	
Reserve Classification:	Recreation Reserve		
District Plan Zone	Residential		
ID	80		
Area	0.1668 Ha		
Current State	Open space		
Concept Plan	No	Seat Sign Planting Powerco 11KV cable	Basic Basic
Overview	Maintain, new tree planting		
Grass Mowing Standard	(.2100 Ha) Type D – Should not exceed 90mm grass height. Typically 20 – 30 cuts per year.		

*Background:*

- ☐ Forms part of storm water management network.

*Reserve Issues:*

- ☐ Steep slopes southern part of reserve.
- ☐ Provides limited amenity value to the surrounding community.

*Reserve Management Policy:*

- 5.7.1 Investigate the appropriateness of a flying fox within reserve.
- 5.7.2 Investigate the need for play equipment on Ngaparaoa Reserve or Kiokio Place or Arawa Reserves and take into account the need for connectivity/linkage between the reserves.
- 5.7.3 Generic objectives for Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth	Preferred Timing	Project No
No Proposals				



### 5.8 Kiokio Place Walkway, Maketu

Location	Kio Kio Place	Current Inventory	
Reserve Classification:	Road (Access way)		
District Plan Zone	Residential	Footpath	Medium
ID	248	Powerco's 11KV distribution cable	
Area	0.0504 Ha		
Current State	Walkway		
Concept Plan	No		
Overview	Improve walkway safety		
Grass Mowing Standard	(.0300 Ha) Type D – Should not exceed 90mm grass height. Typically 20 – 30 cuts per year.		

*Background:*

- ☐ Provides a formed walkway between Kiokio Place and Little Waihi Road.

*Reserve Issues:*

- ☐ Nil.

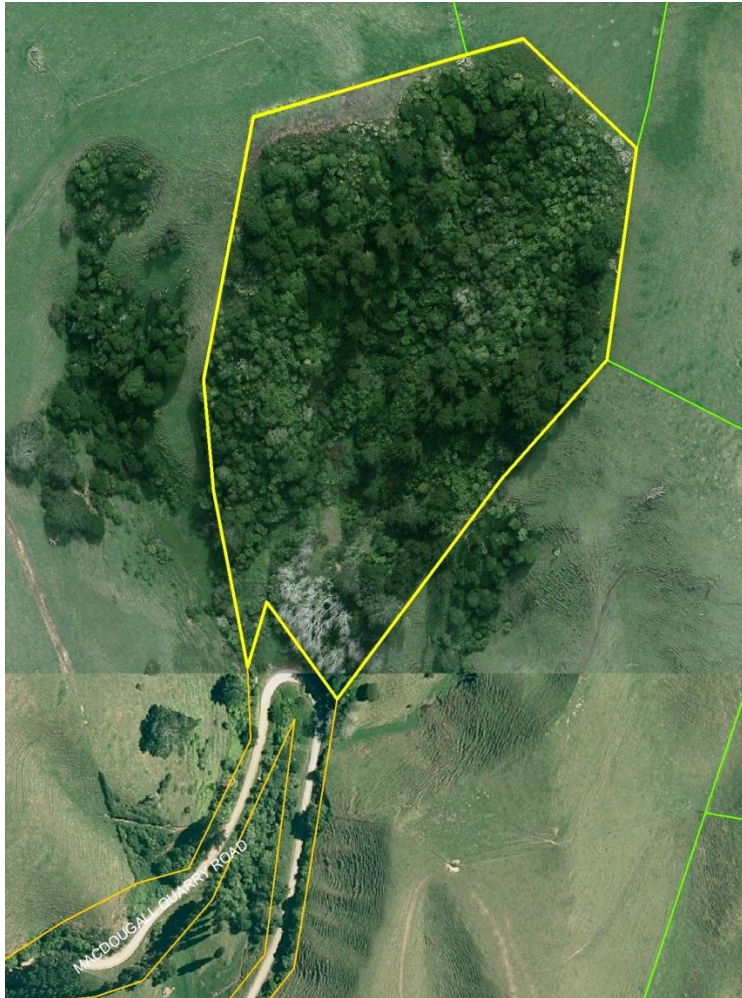
*Reserve Management Policy:*

- 5.8.1 Maintain walkway as an open pedestrian access way.
- 5.8.2 Reclassify from Road Reserve to Local Purpose Reserve.
- 5.8.3 Following reclassification generic objectives for Local Purpose Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth	Preferred Timing	Project No
No Proposals				



### 5.9 MacDougall's Quarry Reserve



Location	MacDougall's Quarry Road, Otamarakau	Current Inventory	
Reserve Classification:	Quarry Reserve		
District Plan Zone	Rural		
ID	228		
Area	7.2477 Ha		
Current State	Quarry		
Concept Plan	No		
Overview	No		

#### Background:

- ☐ Old Quarry Reserve.
- ☐ Access road remains but is covered in debris.

#### Reserve Issues:

- ☐ Opportunity to create a scenic reserve with walkways.
- ☐ Weed control.
- ☐ Mixture of native and exotic canopy tree species exists on site.

#### Reserve Management Policy:

- 5.9.1 Reclassify from Quarry Reserve to Recreation Reserve.
- 5.9.2 Prepare a concept plan for the development of the reserve.
- 5.9.3 Review and implement Concept Plan, following 10-year review of this Reserve Management Plan.
- 5.9.4 Following reclassification generic objectives for Recreation Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth			Preferred Timing	Project No
No Proposals						



### 5.10 Maketu Area Office

Location	Wilson Road – Maketu	Current Inventory	
Reserve Classification:	Local Purpose (Community) Reserve		
District Plan Zone	Residential	Car park	Medium
ID	202	Floodlights	Very Basic 1
Area	0.1143 Ha	Meeting Room	
Current State	Community meeting place	Bin	
Concept Plan	No	Garage for Ambulance (Maketu Fire Brigade )	
Overview	Maintain community meeting place		
Grass Mowing Standard	(.0700) Type A – used for fine lawns or very high profile sites. Should not exceed 35mm grass height. Typically 40 to 50 cuts per year		

#### Background:

- ☐ Existing area office.
- ☐ Maketu Volunteer Fire Brigade has located a Garage on this site for an Ambulance.

#### Reserve Issues:

- ☐ Car park too small.
- ☐ Not ideal location for a community playground facility, Park Road Reserve is a more appropriate location.

#### Reserve Management Policy:

5.10.1 Generic objectives for Local Purpose Reserves and generic policies apply.

2012/22 LTP Approved Actions	Action Cost Estimate	Renewal - Higher Std - Growth	Preferred Timing	Project No
No Proposals				

