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**MINUTES** of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **WEDNESDAY 31 MARCH 2021** commencing at **1.30pm**.

**Present:**

Mrs G Parson (Chairperson)  
Mr B MacLeod (Deputy Chair)  
Mr S Bains  
Mr D Amoore  
Mr T Oosten  
Mr C Rayner  
Cr LR Thomson (Arrived 1:34pm)

**Attending:**

Mr D Butler/Mr R Thorpe (Xtreme Zero Waste)

Ms A Diaz (Chief Financial Officer)  
Ms A McPhee (Community Resilience Coordinator)  
Mr D MacDougall (Open Spaces Team Leader)  
Mr G Bellamy (Senior Transportation Engineer)  
Mr M Horsfield (Democracy Advisor)

12 Members of the public in attendance.

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT** an apology for lateness be received from Cr Lisa Thomson;

**AND THAT** an apology for early departure be received from Mr Tony Oosten.

**CARRIED**

**RCB2103/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Raglan Community Board held on Wednesday 31 March 2021 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND THAT** in accordance with Standing Order 9.4 the order of business be changed with agenda item 6.10 [*Raglan Town Hall Report*] and item 6.5 [*Raglan Aerodrome Safety Improvement*] being considered after agenda item 6.2;

**AND FURTHER THAT** the Board resolves that the following items be withdrawn from the agenda:

- 6.9 / Raglan Naturally

**CARRIED**

**RCB2103/02**

## **DISCLOSURES OF INTEREST**

Mr MacLeod advised members of the Board that he would declare a non financial conflict of interest in item 6.6 [*Raglan Community Arts Council – Portable Staging Unit*].

## **CONFIRMATION OF MINUTES**

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

**THAT** the minutes of a meeting of the Raglan Community Board held on Wednesday 17 February 2021 be confirmed as a true and correct record of that meeting.

**CARRIED**

**RCB2103/03**

## **PUBLIC FORUM**

The following matters were discussed:

- Manu Bay Boat Ramp – Solution needed for rocks over topping the breakwater. 4sight Consulting conducting the review into the boat ramp. Rocks from the boat ramp being moved onto the beach. An alternative location was needed for placement of rocks. Penguins currently nesting in Manu Bay.

**ACTION:** A Rocha Karioi Project to be included as a stakeholder within the Manu Bay boat ramp review

- Raglan Aerodrome access – Concern expressed regarding changes to pedestrian access to the aerodrome and emergency access. Health & Safety changes needed for the aerodrome as directed by the Civil Aviation Authority. Newly installed gate to restrict motorcycle access has been damaged. Accessibility concerns regarding proposed perimeter access to the beach.

Cr Thomson arrived at 1:34pm (during the discussion of the above item).

## **REPORTS**

### Xtreme Zero Waste Report Agenda Item 6.1

Mr Butler/Mr Thorpe provided a verbal report and the following matters were discussed:

- Stable and consistent rubbish collection volumes over summer.
- Xtreme Zero Waste have procured new trucks and compactor.
- Xtreme Zero Waste will continue to strategically plan for future events and manage the diversion of waste.
- Soundsplash- 82% waste diversion rate from landfill.
- Public waste bins should be located where people are consuming food. Centralised waste bin areas would be beneficial on Papahua Reserve.
- Raglan Solar – Xtreme Zero Waste developing a Memorandum of Understanding with WEL Networks for the feasibility of Solar farms in Raglan. Aim is to get Raglan to 100% renewable electricity and establish an entity to generate or sell power. Engagement will occur with the community and Tangata Whenua.
- Mr Oosten will be the Raglan Community Board representative for Raglan Solar.

Staff Report (Community Resilience Coordinator)  
Agenda Item 6.2

Ms McPhee provided a verbal report and the following matters were discussed:

- Community resilience planning. Key aspects could be wide reaching and different for every community.
- Community workshop could be held to develop and discuss community resilience.
- Refresh of Tsunami evacuation routes would be undertaken.
- Community resilience would encompass issues that were not in response to an emergency (such as Climate Change).
- Community Resilience Coordinator would offer facilitation and collation of Community Resilience Plans.
- Current Civil Defence Plan needed updating, along with regular reviews
- Council would be looking to create a Community Resilience Plan in every community.
- Mr Bains, Mr MacLeod and Cr Thomson would initiate the update of the Civil Defence Plan and engage members of the community in the development of the Plan.

**ACTION:** Mr Bains, Mr MacLeod and Cr Thomson to progress the update of the Raglan Civil Defence Plan and collaborate with the Community Resilience Coordinator to facilitate the first Civil Defence workshop on Wednesday 7<sup>th</sup> April at 1pm.

**ACTION:** Community Resilience Coordinator to provide a Civil Defence Plan update at the next Community Board meeting.

Receipt of the Raglan Town Hall Minutes  
Agenda Item 6.10

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

- Hall committee had aligned hireage fees to other halls in the district.
- Hall committee had approved the issuing of hall access key to the Raglan Community Chair.

**Resolved: (Mr Oosten/Mr Amooore)**

**THAT the Raglan Community Board supports the request from the Raglan Town Hall that the current arrangement of hall bookings, fee collection and key management continue to be handled by Waikato District Council Raglan Office and the proposed fees be accepted and be included in the region wide hall fee information for public access.**

**CARRIED**

**RCB2103/04**

Mr Oosten left the meeting at 2:52pm.

Raglan Aerodrome Safety Improvements  
Agenda Item 6.5

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Report would be the beginning of the investigation into the purpose of the airfield.
- There would be consultation with Iwi regarding ownership of the airfield.
- Council have an obligation under Safety at Work Act to ensure safe operations of the airfield.
- Proposed health & safety improvements. Council needs to mitigate the safety issues around pedestrian access. Perimeter fencing of the airfield was proposed in the report as an option to achieve compliance. No specific requirement for aerodrome fencing from Civil Aviation Authority.
- Alternative health & safety improvement options such as signage should be explored.
- Council can be charged under the Safety at Work Act if reasonable steps were not taken to protect health and safety and there was a serious injury and fatality.
- Raglan Aerodrome was viewed by the community as a public amenity for recreation and access to Te Kopua beach. Council does not classify the Aerodrome as a recreation space and dogs are prohibited from exercising on the airfield as stated in the Dog Control Bylaw.
- Maintenance of the aerodrome was funded by the ratepayers and the landing fees.

- No education efforts have been undertaken regarding pedestrian access to the aerodrome.

**ACTION:** Council to undertake a community awareness campaign warning against pedestrian access to the aerodrome.

**ACTION:** Staff to provide investigation report to the Community Board once completed.

**ACTION:** Cr Thomson will report back to the Community Board regarding discussions and decisions associated with the agenda item 6.5 recommendations to the Council's Infrastructure Committee.

**Resolved: (Ms Parson/Cr Thomson)**

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

**AND THAT** the Raglan Community Board recognised the proposed health and safety improvements to the Raglan Airfield as outlined in this report and supporting document and propose the trial of signage, public education and monitoring for three months prior to the suggested safety measures as outlined in the report being required.

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

**And FURTHER THAT** the Raglan Community Board recommends to Council's Infrastructure Committee that further investigation be undertaken to understand Council's legal obligations to own and operate the airfield.

**CARRIED**

**RCB2103/05**

Discretionary Fund Report to 15 March 2021  
Agenda Item 6.3

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Raglan Community Radio and DMO, need to send an invoice to Waikato District Council for payment from Discretionary Fund.

## Raglan Works & Issues Report: Status of Items March 2021

### Agenda Item 6.4

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

- Camera Licensing Trust – It was not that there were currently no meetings scheduled for the Trust.
- Manu Bay Planting – Planting has yet to be undertaken.

**ACTION:** Maintenance & Contract Officer to provide an update to the Community Board regarding Manu Bay planting progress.

- Manu Bay breakwater. Report has been received by Community Board.

**ACTION:** Project Manager responsible for Manu Bay breakwater to attend the next Community Board meeting.

- Inter-Raglan Bus Service.

**ACTION:** Senior Transportation Engineer to provide a report to the Community Board regarding the Inter-Raglan Bus Service.

**ACTION:** Freedom Camping Signage, Raglan Ink Invoice, Gilmour Urban Upgrade, Raglan Community Board Quarterly Update can be removed off future Works & Issues Reports.

- Climate Response and Action plan.

**ACTION:** Community Board to send Climate Response and Action Plan report to original climate action group.

- Soundsplash. Chairperson is awaiting for debrief report from council staff.

## Raglan Community Arts Council – Portable Staging Unit

### Agenda Item 6.6

The report was received [RCB2103/02 refers] and discussion was held on the following matters:

Mr MacLeod declared a non-financial conflict of interest in this item and did not participate in the discussion nor voting on this matter.

- Applicants could request funding more than once a year but for different projects.
- Portable staging would allow flexibility for how the community could use the arts centre.

- Staging would be used for multiple purposes. Portable staging would enhance the capabilities of the new complex.

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

**THAT the report from the General Manager Community Growth be received;**

**AND THAT an allocation of \$3,000 is made to the Raglan Community Arts Council towards the cost to purchase a portable staging unit.**

**CARRIED**

**RCB2103/06**

The Chief Financial Officer left the meeting at 3:34pm.

A Rocha Aotearoa NZ – Karioi Signage Project  
Agenda Item 6.7

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters.

- Strong base of volunteers in the community.
- Signage would raise awareness about local native species.
- Signage would be installed at Bryant Reserve and Ngarunui Beach.
- Fourteen signs were planned.
- Recognized species identified on signage will be labelled in Te Reo first. Including more Te Reo on the signage would be beneficial.
- Information on the signage was donated by scientists.
- Community Board logo could be included on the signs.

The Chairperson exited the meeting at 3:58pm and returned at 4:01pm, during the discussion of this item.



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

**THAT the report from the Acting General Manager Community Growth be received;**

**THAT an allocation of \$3,518.61 be made from the Raglan Community Board Discretionary Fund to the A Rocha Aotearoa NZ towards the cost of the Karioi Signage Project.**

**CARRIED**

**RCB2103/07**

Chairperson's Report

Agenda Item 6.8

The report was received [*RCB2103/02 refers*] and discussion was held on the following matter:

- Raglan Community Board website has been updated.

Raglan Naturally

Agenda Item 6.8

The report was withdrawn from the Agenda under resolution RCB2103/02.

Councillors Report

Agenda Item 6.11

The report was received [*RCB2103/02 refers*] and discussion was held on the following matters:

- Councillors would be adopting the LTP consultation documents at the next Council meeting on Tuesday 6 April. LTP consultation documents would be released to the public on Wednesday 7 April.
- Acknowledged the Papahua camp board managers for their hard work.
- Ihub internet would be operational on Thursday 1 April.

Board Member's Report

Agenda Item 6.12

The report was received [*RCB2103/02 refers*] and discussion was held.

