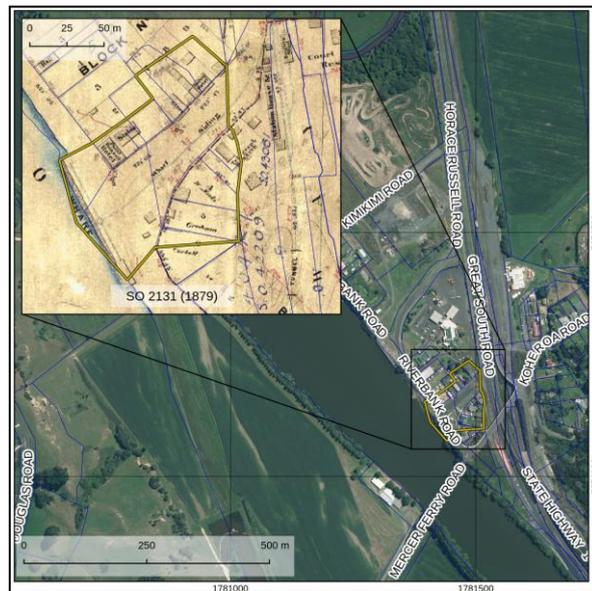
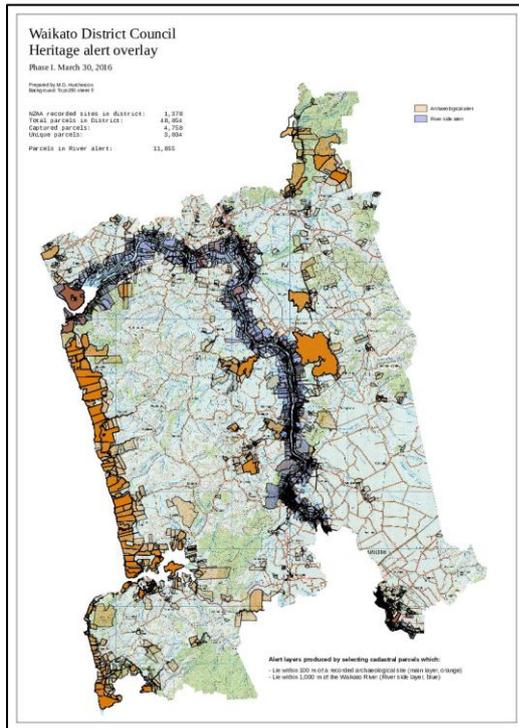


# Waikato District Plan Review

## Archaeological Heritage Project

### Final Close Out Report



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Simmons & Associates Ltd

November 2016

## Executive Summary

Waikato District Council is currently drafting a new District Plan under the Resource Management Act 1991 they are required to recognise and provide for the protection of New Zealand's historic heritage. The plan review created an opportunity to provide archaeological site information to Council staff involved in the management of heritage resources, local land owners and residents. To accomplish this task Simmons and Associates Ltd. proposed and were commissioned by the Waikato District Council Project Steering Committee (WDCPSC) to carry out a multi-phased Archaeological Heritage Project (AHP). The project commenced in late February 2016 and featured five project phases outlined in an Inception Report. The work was carried out over the following nine months.

The purpose of the Archaeological Heritage Project (AHP) was to provide information that assist in the management of archaeological sites by identifying known sites or potential archaeological sites. The premise underpinning the project was that alerting WDC staff, property owners and others about the location of a recorded archaeological site or archaeologically sensitive areas provided an opportunity for site assessment and remedying or mitigating of effects as well as reducing violations of the Heritage New Zealand Pouhere Taonga Act (2014). The AHP also included review of archaeological sites scheduled in the operative Waikato and Franklin District Plans, as well as review of the Battlefield Viewshafts in the Waikato Plan.

A report was produced for each phase of the project that documented the work carried out and the results of the work. This report is a final closeout report. It discusses and documents the overall project and includes the recommendations made at the end of each phase.



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## **Introduction**

The Archaeological Heritage Project was carried out as part of Council's preparation of a single district plan that unifies parts of the previous Franklin District area and Waikato District. The preparation of a new plan aimed at recognizing and managing New Zealand's historic heritage under the Resource Management Act 1991 provided an opportunity to provide archaeological information to Council Staff, local land owners and other WDC residents.

To accomplish this task Simmons and Associates Ltd. (SAL) proposed a multi-phased Archaeological Heritage Project (AHP). SAL was commissioned by the Waikato District Council Project Steering Committee (WDCPSC) to carry out various tasks organized by project phase in an Inception Report (prepared in February 2016). This final closeout report has been prepared to summarise the work carried out in Phases I through V of the project.

## **Background Information**

When the AMP was conceived the district contained 1376 recorded archaeological sites, less than 1 percent of these sites were identified or scheduled in the Waikato or Franklin District operative plans. This was identified as a major detriment to resource management, because Council staff and landowners in the district were unaware of the location of recorded archaeological sites on property parcels or the potential for archaeological sites. The lack of knowledge had resulted in damage to a number sites over the years. To address this problem a multi-phased archaeological alert, review and assessment project was conceived. An Inception Report was prepared to structure the project. The Inception Report provided a detailed scope of work, tasks, time line, products, budget, etc The Inception Report formed the basis for a contractual agreement between Waikato District Council and Simmons and Associates Ltd.

The Archaeological Heritage Project commencing in late February and was completed in mid-November. During the project following tasks were carried out:

- Phase I, the identification of recorded archaeological sites;
- Phase I, identification of archaeologically sensitive areas along the Waikato River corridor;
- Phase II and III, recording unrecorded traditional Maori horticultural sites;
- Phase IV, identifying archaeologically sensitive zones in the commercial areas of towns;

- Phase V, reviewing the archaeological sites scheduled in the operative Waikato and Franklin District plans;
- Phase V, reviewing the 'Battlefield Viewshafts' for three sites;
- Phases I-IV, provide the archaeological site data and in a form which can be integrated into a WDC GIS strategic planning system.

Each phase of the project was carried out as an independent project task to allow for adjustments in the phase scope of work, modification of commencement and completion dates, and monitoring of budgets.

At the end of each phase a hand over meeting was held with WDCPSC and SAL. At these meetings a phase documentation report and electronic files were presented and discussed. The WDCPSC acceptance of the phase report and files closed out the tasks completed in the phase.

For the purposes of the Archaeological Heritage Project research an archaeological site was defined as specified in the Heritage New Zealand Pouhere Taonga Act (2014), below. Several of the scheduled archaeological sites reviewed and assessed in Phase V did not fit this definition because they dated from WWII.

### **Definition of an Archaeological Site**

Section 6 of the Heritage New Zealand Pouhere Taonga Act (2014) defines an archaeological site as:

- (a) any place in New Zealand, including any building or structure (or part of a building or structure), that--
  - (i) was associated with human activity that occurred before 1900 or is the site of the wreck of any vessel where the wreck occurred before 1900;
  - and
  - (ii) provides or may provide, through investigation by archaeological methods, evidence relating to the history of New Zealand; and
- (b) includes a site for which a declaration is made under section 43(1).

AHP's purpose, risk analysis, constraints and limitation, and the phases of the Archaeological Heritage Project are summarised in the following subsections.

## **Purpose of the Archaeological Heritage Project (AHP)**

The AHP's purpose was to address the management of archaeological sites in Waikato District Council by reviewing and updating existing information contained in the operative Waikato and Franklin District plans. This involved two main tasks:

- 1) The creation of a robust archaeological alert layer to assist District planning processes and property owners; and
- 2) Reviewing, assessing, and updating eight scheduled archaeological sites in the operative Waikato and Franklin District Plans scheduled and three Battlefield Viewshafts in the Waikato District Plan.

The site location alert layer and overlays of archaeologically sensitive areas along the Waikato River corridor and in the commercial centres of towns were prepared because:

- Providing information about site locations through the Waikato District Plan was identified as essential for management of the resource by Council and property owners. The purpose of the alert layer approach was to alleviate problems that have occurred in Waikato District with development related destruction of archaeological sites, prosecutions, construction delays and also address future development in urban growth areas.
- Making the sites visible provides an opportunity for landowners to contact heritage organisations like Heritage New Zealand for advice about management processes and options. It alerts Council staff about issues that may affect land subdivision, use and development. It also initiates the first phase of public heritage education and if an area or site is shown on a district plan map.
- All archaeological sites in New Zealand are protected under the Heritage New Zealand Pouhere Taonga Act (2014) regardless of whether they are recorded or not. Site damage can result in prosecution under the Act.

The multi-phased archaeological heritage project also built on the previous archaeological information provided by Simmons and Associates Ltd. in the 2014 archaeological heritage structure plan reports on Tuakau and Ngaruawahia Enviros (Simmons and Hutchinson 2014). It followed up on recommendations in the later report relating to site recording. For example the work associated with Phase II,

recording of unrecorded Maori Horticultural sites focused on capturing information contained in the Ngaruawahia and Enviros Archaeological Heritage Report and Phase IV, overlays of archaeological sensitive commercial zones, and Phase V update of scheduled sites was supported by the Tuakau and Ngaruawahia and Enviros research.

## Final Report/ Close Out Risk Analysis, Constraints and Limitations

When the project commenced a risk analysis was carried out for each phase and was included in the Inception Report. The risk analysis focused on the scope of work and other factors such as data loss or researcher illness. The likelihood and consequences were ranked and a remedy or treatment plan proposed. The risk analysis was also carried out during each phase and this information added to the risk register in the phase report.

The risk analysis process assisted in the identification of project constraints and limitations phase by phase. For example the WDCPSC were advised of the likelihood the Phase V delivery might need to be rescheduled due the illness of a senior staff member that delayed the Phase III closeout meeting and the commencement of the Phase IV work. This information was conveyed in the monthly project report along with budget/ invoice and other related information.

The Risk Register in Table 1 contains additions to the table presented in the Inception Report for the Final Close Out Report.

Table 1. Risk Register for Final Close Out Report.

Risk Statement	Rank 1-5		Treatment Plan
	Likelihood	Consequence	
Bad outcome caused by human errors during report compilation and preparation.	1	1	-A senior archaeologist with experience in the Waikato who has been involved in the project has prepared the report and had it reviewed by an archaeologist associated with the project. -Each phase has been reported on throughout the project. -An editor involved in other phases of the project will review the final report before it is made available to WDC staff. -Changes will be made if WDC staff advise SAL of an error.
Bad outcome caused by an illness incapacitating senior archaeologist involved in a specific phase of project work for more than a week.	1	2	-Revision of the deadline for the final report and meeting. -Use of senior archaeologists with a similar skill set.

Bad outcome caused by loss of report data/ text due to mechanical failure or software corruption or human error.	1	3	-Backups of all Final Close Out Report data/ text will be regularly and frequently written to offline storage. (An external USB hard disk drive.)
Project budget over expended.	1	3	-Project work broken into phases with specific labour hours and indirect expense budgets to increase control over the total budget. -Monthly reconciliation of the project budget with the total expended. -WDCPSC made aware of when an additional task was request that this might affect the budget and require a fee adjustment or could be covered by the existing budget. -SAL negotiates additional fees. -SAL absorbs the cost overrun.

## Constraints and Limitations

The constraints and limitations of each phase were noted in the risk register and during some phases compiled under the heading constraints and limitations. It was noted in the Inception Report that the project was limited to information derived from a table top study. No field work was proposed or carried out. The location data is and was constrained by the accuracy and completeness of the data contained in the New Zealand Archaeological Association (NZAA) Site Recording Scheme (SRS), the information found on aerial photographs and plans and the general quality and quantity of information reviewed, and the scope of work for each phase. Other risks include human analysis errors resulting from the visual analysis of aerial photographs and historic plans, the review of records produced by others, and data entry.

The table top study also had time and budget limitations and was not exhaustive. Phase IV, the identification and construction of archaeologically sensitive overlays for town commercial areas was not based on parcel level research, because the intent was to provide indicative information about the potential for archaeological deposits in specific areas a town.

## Archaeological Heritage Project Phases

A standard methodology was used to structure the work in each phase:

- Meetings as required to ensure the project phase products were usable and integrate with WDC's GIS system, if applicable;
- Research and data analysis- site records, maps, and historical;
- Preparation of phase documentation;
- A phase closeout meeting to handover over report and electronic records for WDCPSC phase sign off.

The subsections that follow discuss and summarize each phase of the project. The text also captures the changes that occurred during the course of the project. The individual phase reports provide detailed documentation of the research, analysis, products, and recommendations.

### Phase I

The focus of Phase I of the project was on individual archaeological sites and updating the archaeological information for the district recorded in the New Zealand Archaeological Association (NZAA) Site Recording Scheme (SR Scheme). Phase I provided archaeological site information about the 1,378 recorded archaeological sites to local land owners and other WDC residents (Figure 1).

In addition, at the request of the WDCPSC, a predictive layer of archaeological sensitive areas was also supplied during Phase I of the project (Figures 2 and 3).

Three electronic data files were delivered to WDCPSC:

1. the primary alert layer, a shapefile containing cadastral parcels affected by proximity to archaeological sites (illustrated on Figures 2 and 3);
2. the Waikato River side alert, a shapefile containing property parcels within 1,000 m of the river (illustrated on Figure 3); and
3. a CSV file containing the list of archaeological sites recorded within the boundaries of the District.

A shapefile was developed by selecting parcels from the LINZ cadastral layer which are affected by proximity to one or more recorded archaeological sites. This shapefile contains one record for each relationship between cadastre and sites. A parcel affected by five archaeological sites will be recorded in the shapefile five times. Similarly, a site will be listed once for each parcel it affects.

The shapefile contains three attribute columns: an integer identifier, the parcel appellation, and the NZAA identifier. The geometry column contains the polygon shape of the land parcel.

Cadastral parcels were selected according to a basic method of buffering each archaeological site by 100 m, in an attempt to compensate for uncertainty in the location of sites recorded in the Scheme. It is recognised that this is a very basic methodology, which does not guarantee that only parcels affected by archaeological sites will be selected. It does, however, provide for some measure of protection for known archaeological sites in the District. (The methodology might be refined with further research.)

### **Phase I Recommendations**

- It is recommended that WDCPSC make a decision about the management of the data supplied in Phase I:
  - who sees the archaeological alert layer and
  - how frequently GIS staff update the archaeological alert parcel layer.
  
- It is recommended that WDCPSC providing a list of Heritage New Zealand identified special or select archaeological sites to WDC GIS staff so these can be flagged in the WDC archaeological data base.

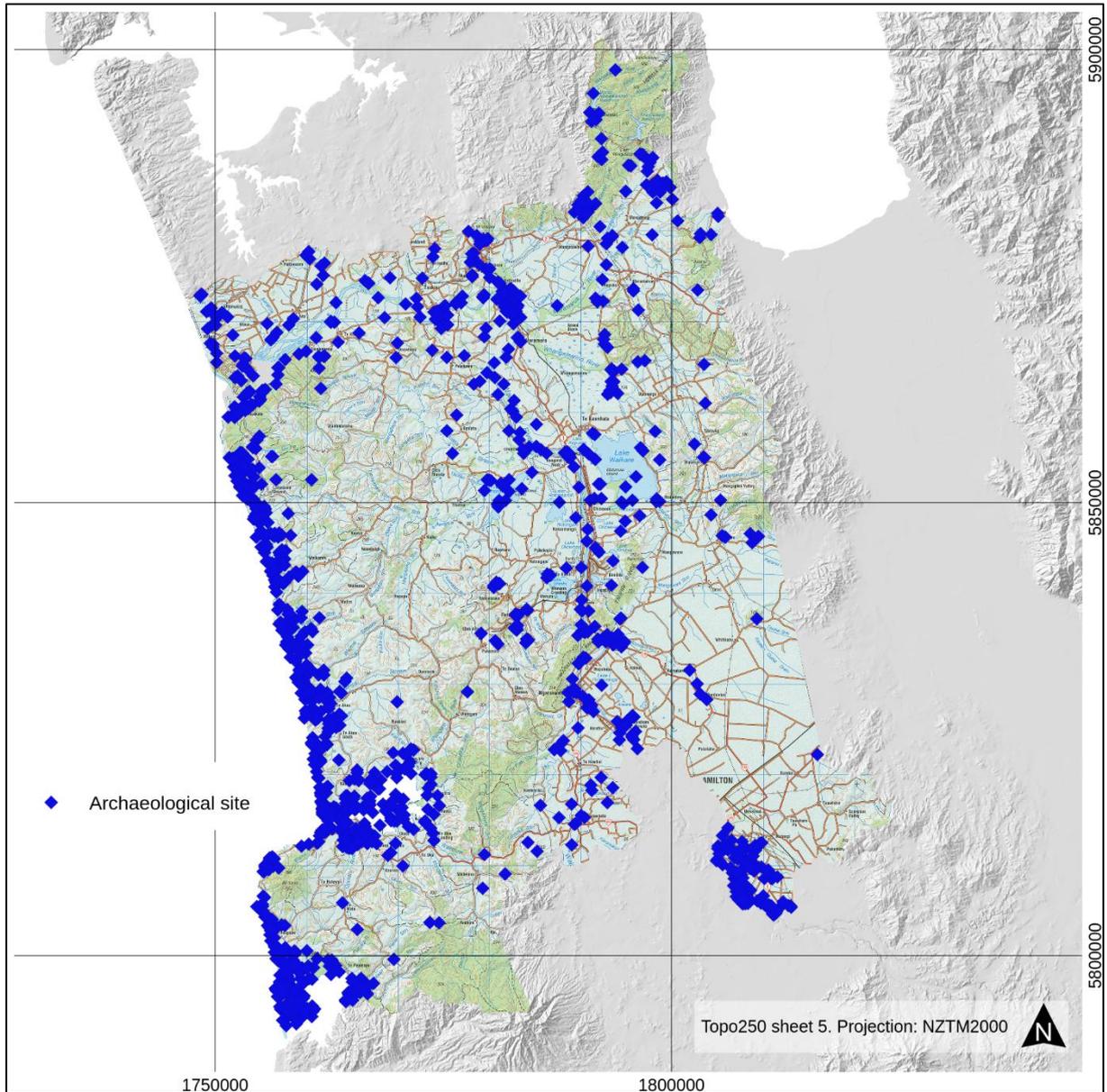


Figure 1. Archaeological site distribution in the Waikato District; Phase I.

# Waikato District Council Heritage alert overlay

Draft 1. March 9, 2016

Prepared by M.G. Hutchinson  
Background: Topo250 sheet 5

NZAA recorded sites in district:	1,378
Total parcels in District:	47,908
Captured parcels:	4,081
Unique parcels:	2,584

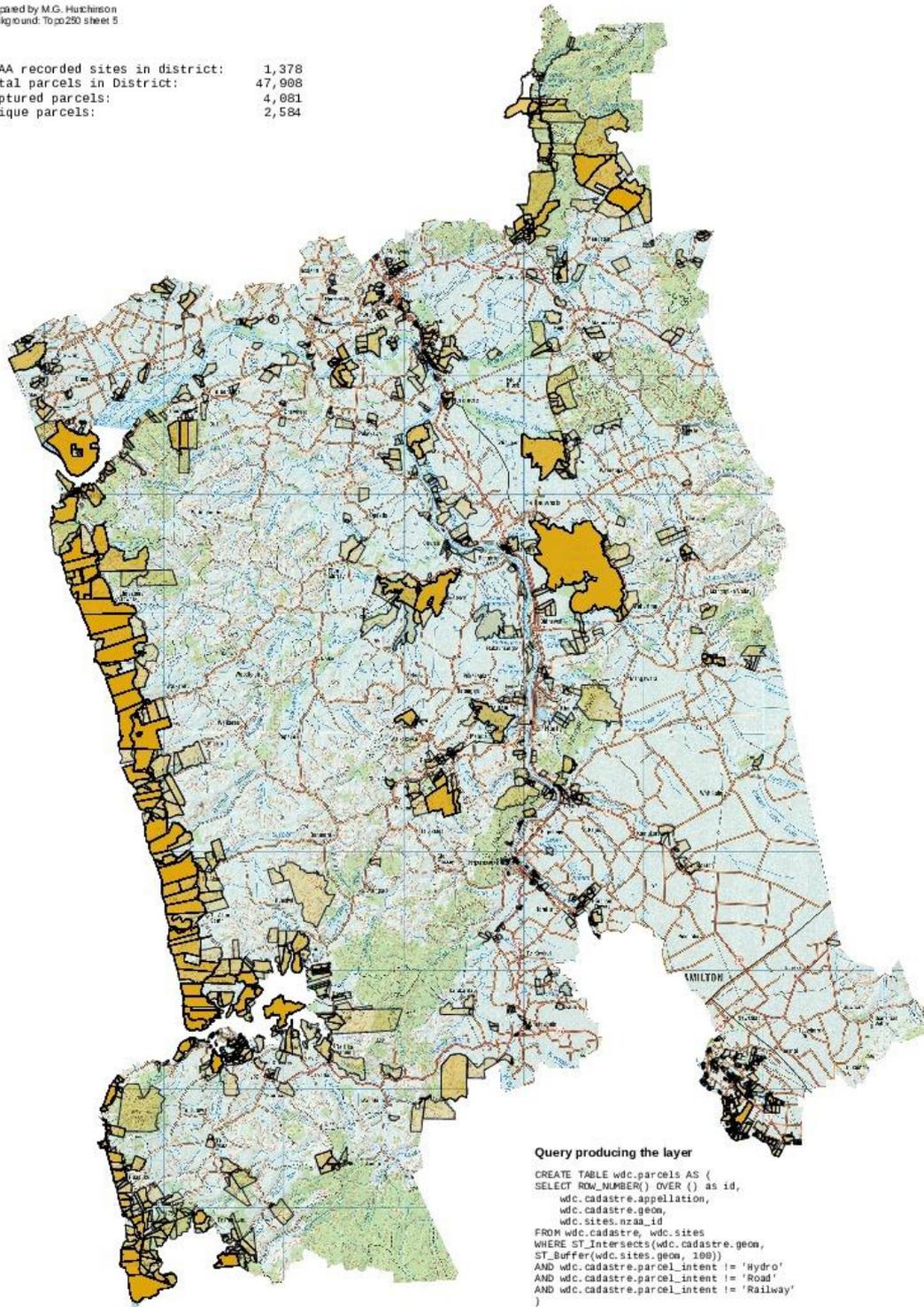


Figure 2. Heritage Alert Overlay Parcel Plan.

# Waikato District Council Heritage alert overlay

Phase I. March 30, 2016

Prepared by M.G. Hutchinson  
Background: Topo250 sheet 5

NZAA recorded sites in district: 1,378  
Total parcels in District: 48,854  
Captured parcels: 4,758  
Unique parcels: 3,634

Parcels in River alert: 11,855

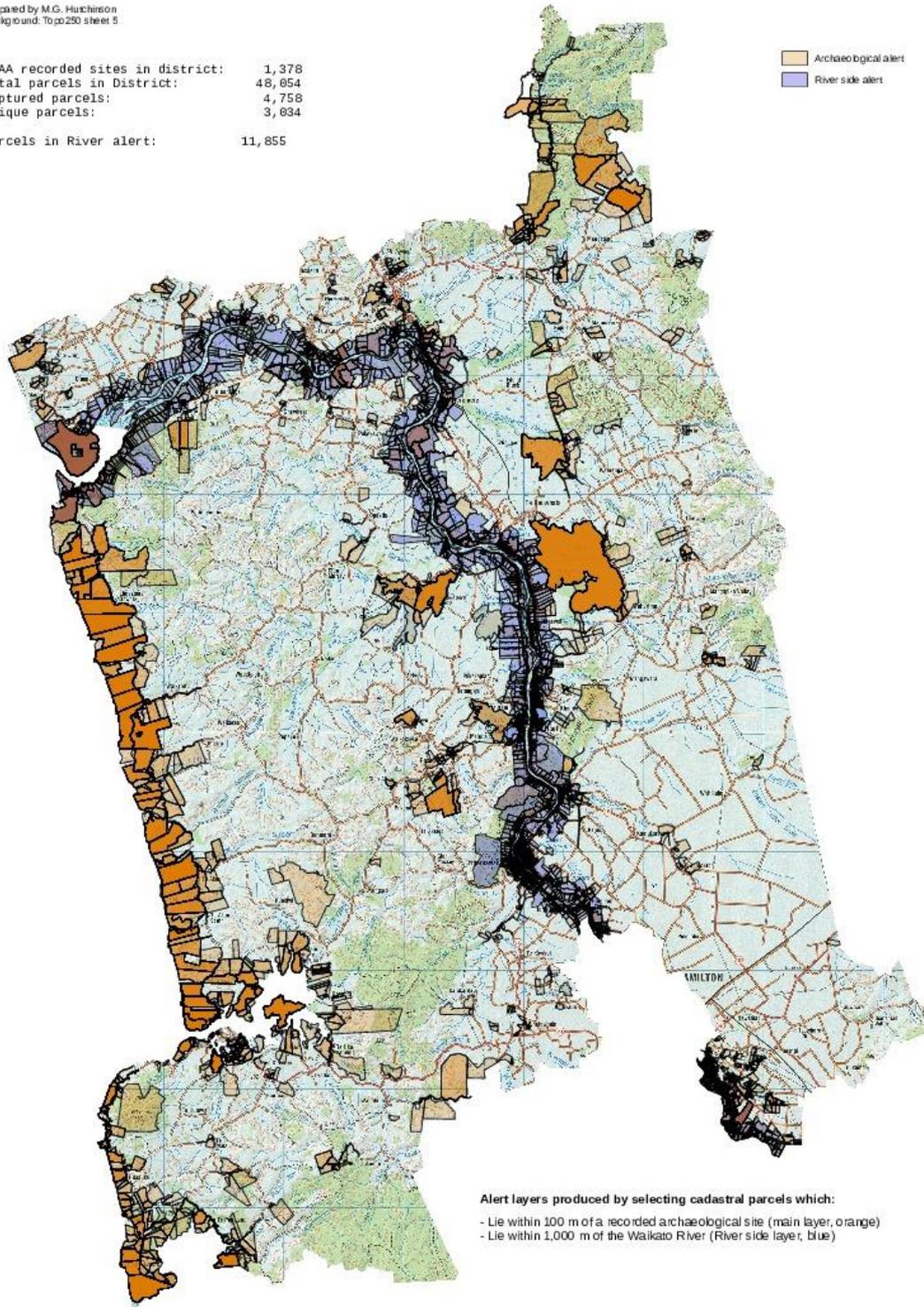


Figure 3. Alert Layers.

## Phase II

Phase II involved the identification, analysis and compilation of records for unrecorded archaeological sites. The Phase II site recording was based on information compiled about unrecorded sites in the Ngaruawahia and Enviros Archaeological Heritage report (Simmons and Hutchinson 2014).

At the request of the WDCPSC an appendix was added to the Phase II report that contained pictorial and short descriptions of the types of features found at Maori horticultural sites in the Waikato District.

The information compiled during the work provided data for the recording of ninety-six previously unrecorded sites (Figure 4). These were primarily Maori horticulture sites identified from remote sensing (Figure 5), but also included archaeological sites identified on Survey Office plans.

Maori horticultural sites are identifiable because of surface features (borrow pits) and soil survey maps. The soil survey maps record tracts of soils modified by Maori. The modified soil is identifiable because of the addition of sand and gravel mined from the underlying alluvial sediments. The mining has left highly visible remains in the landscape in the form of “borrow pits”. These are sub-circular depressions in the ground surface which often occur in clusters along the Waikato river banks and the edges of its tributary gullies. Borrow pits can easily be seen in aerial photographs, and they show up particularly well in hillshade images derived from lidar elevation data (Figure 5).

Clusters of borrow pits were identified by drawing a 50 m buffer around them, and analysing the overlapping patterns. The cadastral layer was then added to the map, and clusters of borrow pits were divided into individual sites along boundary lines where the parcels are large in rural areas, and small groups of parcels in developed areas (Figure 4).

Phase II resulted in the recording of ninety-six archaeological sites that were lodged with the NZAA Site Recording Scheme through the website ArchSite (<http://www.archsite.org.nz>).

An electronic data file and paper file with the Phase II report and site records was delivered to WDCPSC as part of the Phase II project close out meeting.

## Phase II Recommendations

- It is recommended that WDC download the ninety-six site records from Archsite in the near future, if they have not done so already. This will made the site locations and other data available to WDC consent planners and other staff members and ratepayers.
- A copy of Appendix A, the pictorial summary of Maori horticulture site features, should be distributed to WDC consent planners and other land managers to assist in their understanding of Maori garden sites.

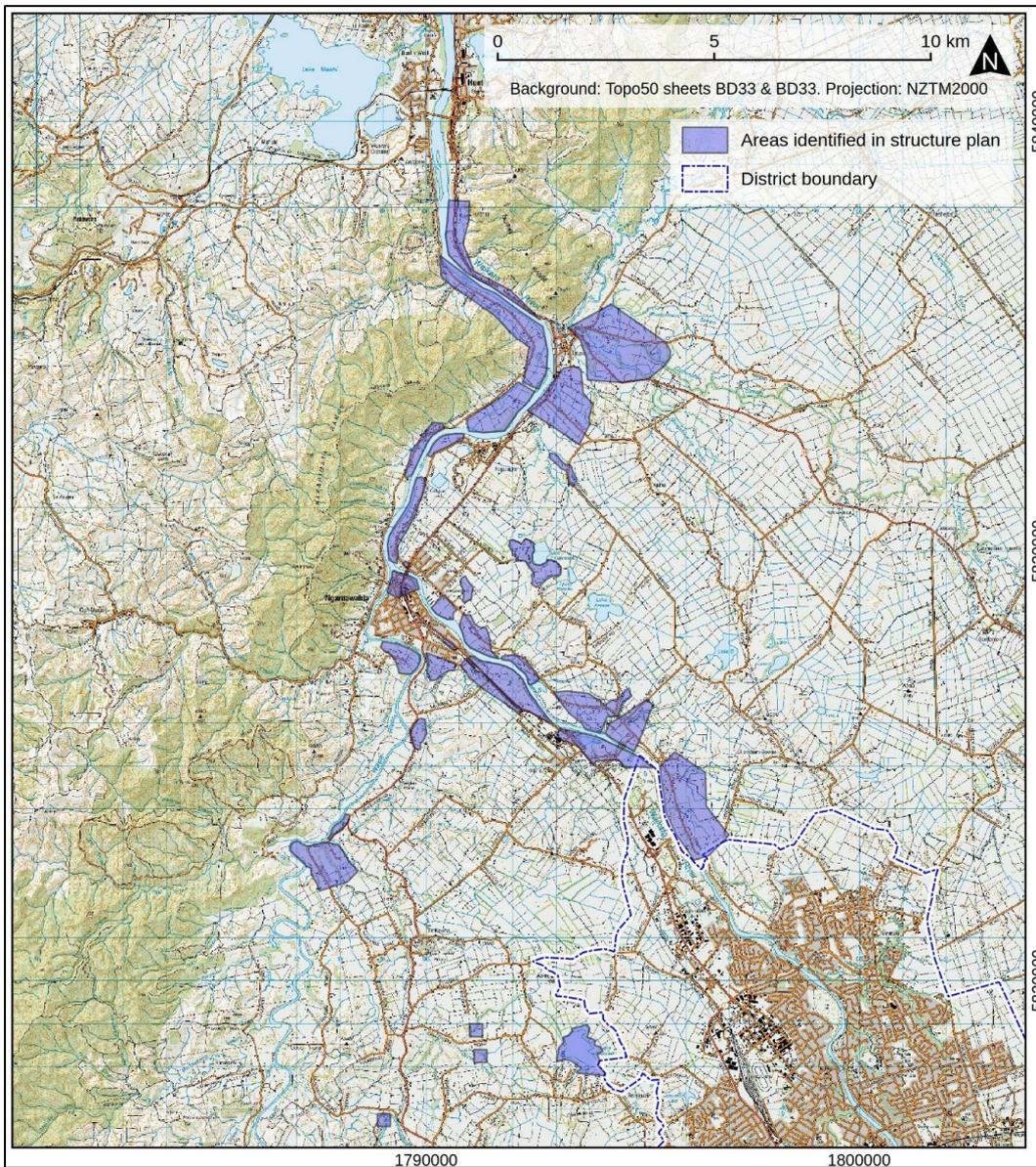
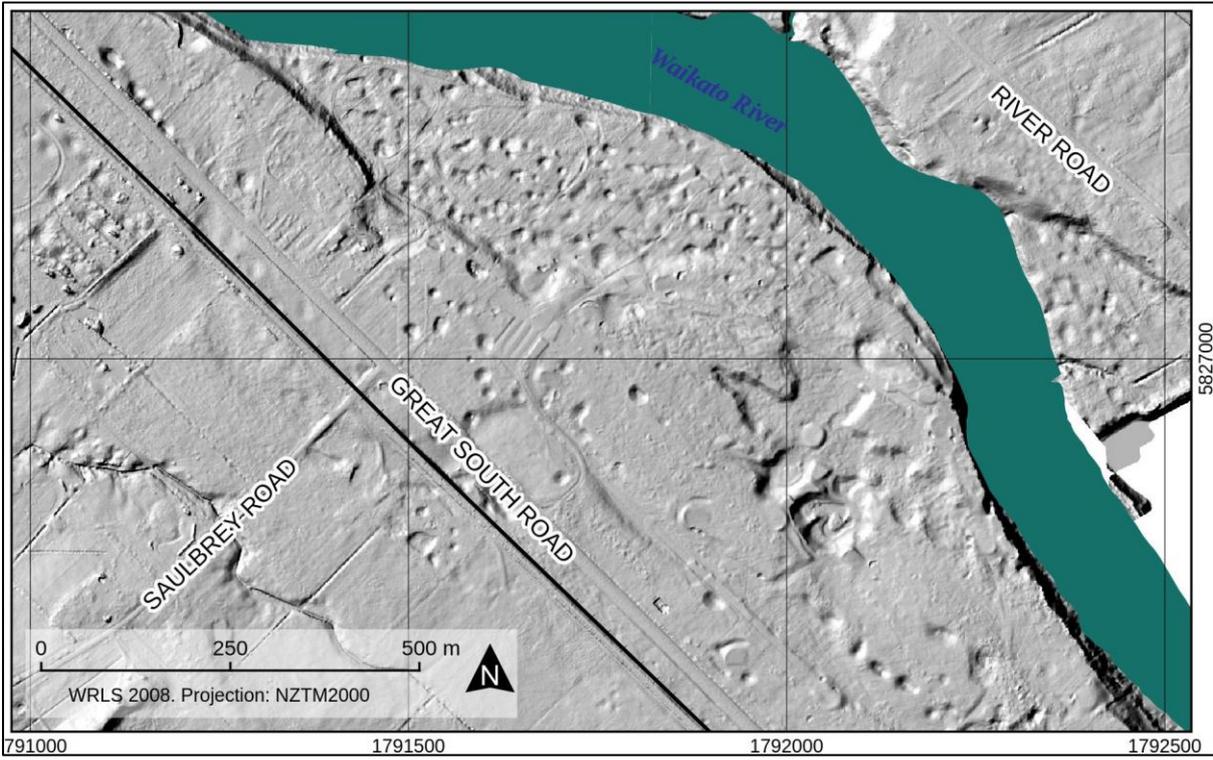


Figure 4. Areas with archaeological potential identified in the Ngaruawahia and Environs Archaeological Heritage Report (Simmons and Hutchinson 2014).



Borrow Pits in a field at Horotiu

Figure 5. A synthetic hillshade image of borrow pit clusters derived from lidar elevation data; Ngaruawahia Golf Club.

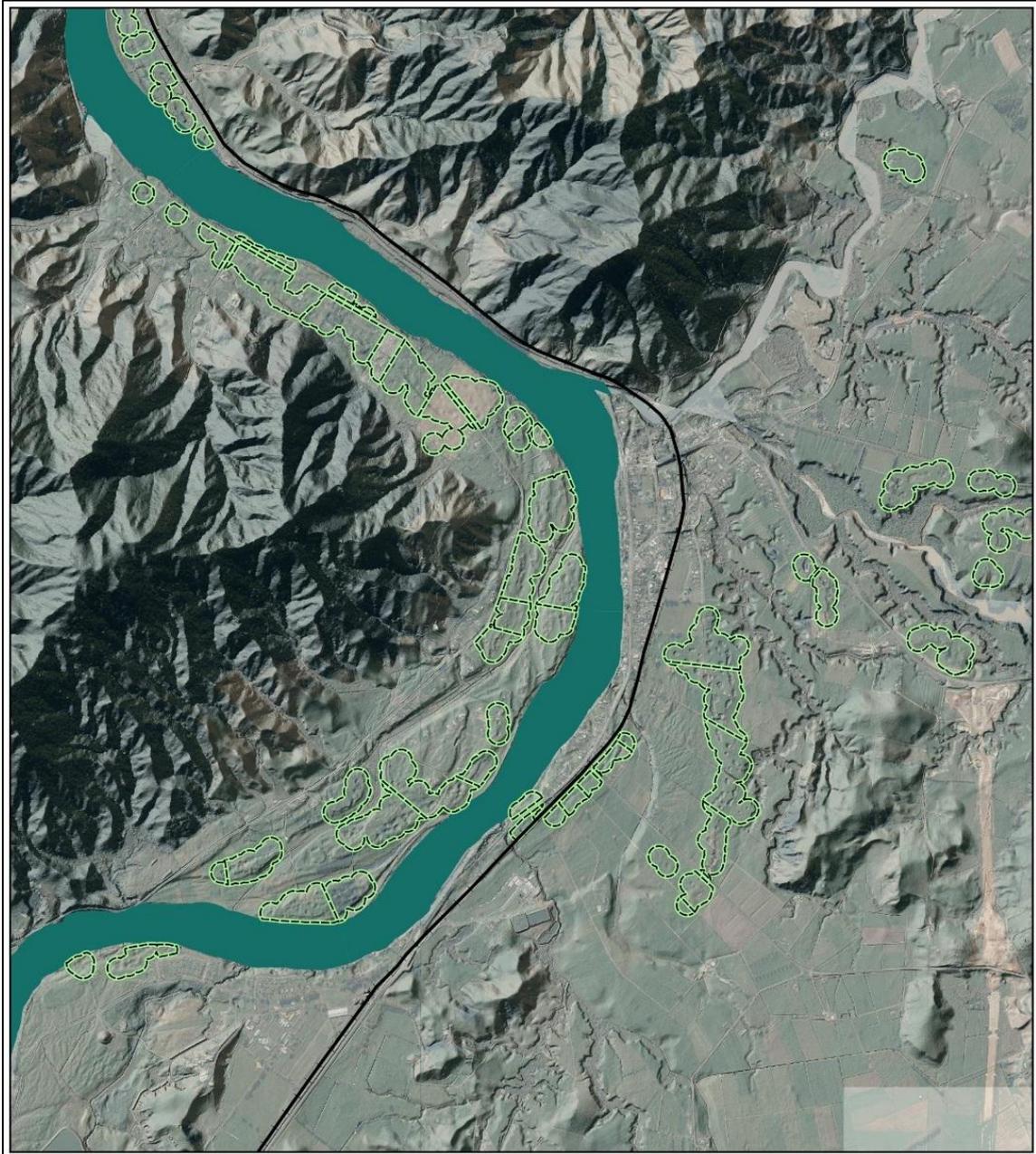


Figure 6. Maori Horticultural sites along the Waikato River.

## **Phase III**

Phase III was very similar to Phase II. It involved the recording of unrecorded Maori horticultural sites. The focus was on areas that were not addressed in the Ngaruawahia and Enviros Archaeological Heritage study (Figure 7). Phase III resulted in the recording of fifty-three unrecorded Maori horticultural sites. The records for the fifty-three archaeological sites were uploaded to ArchSite in batches as the analysis and descriptions were completed. The records included maps and illustrations, registered to the NZTM 2000 projection.

An electronic data file and paper file with the Phase III report and site records was delivered to WDCPSC as part of the Phase III project close out meeting.

### **Phase III Recommendations**

- It is recommended that WDC download the fifty-three site records from Archsite in the near future if they have not done so already. This will make the site locations and other data available to WDC consent planners and other staff members and ratepayers.
- It is recommended the Phase II report, Appendix 1 be referred to for general information about Maori horticultural sites in Waikato District.

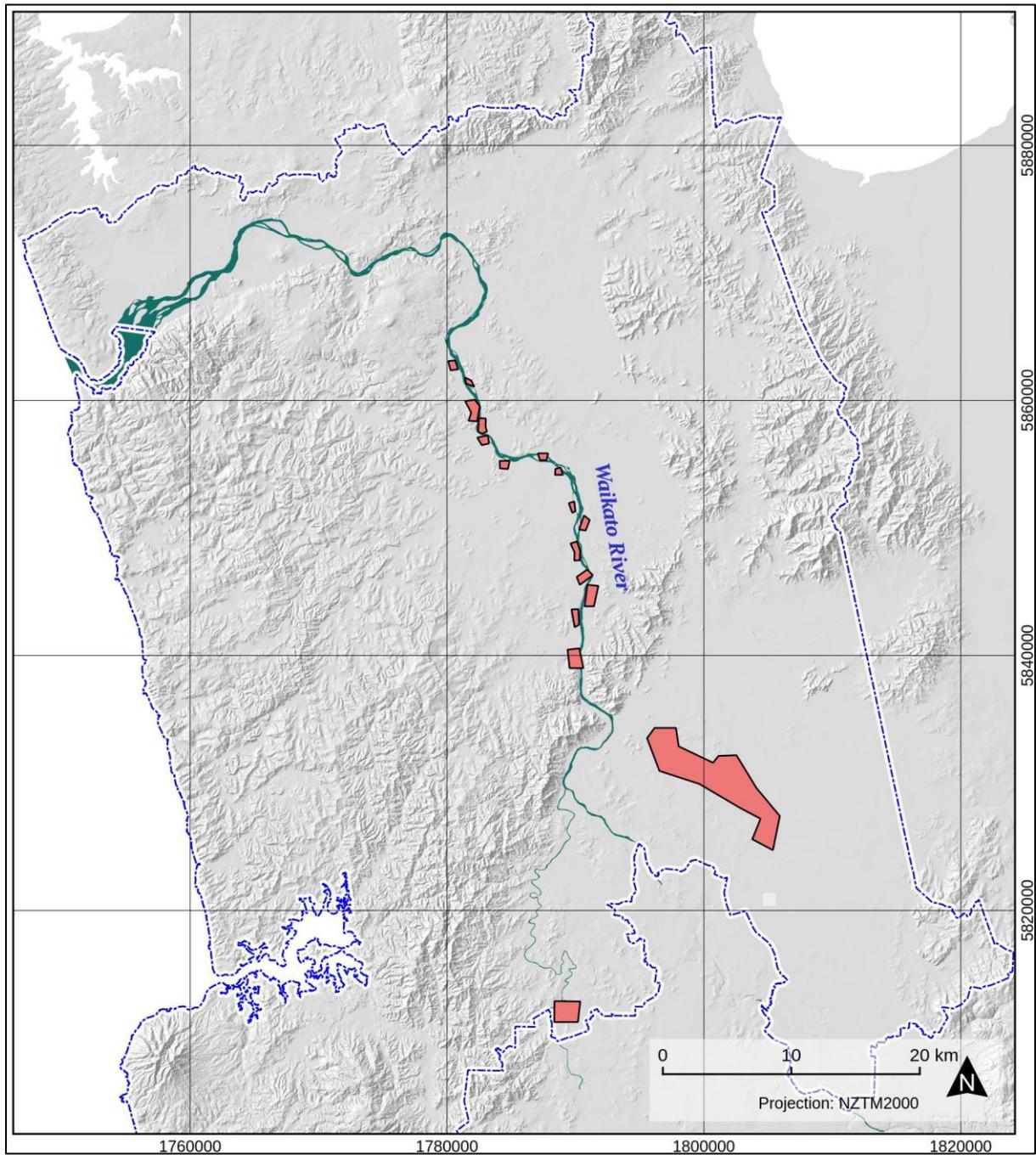


Figure 7. The areas where unrecorded archaeological sites were known to be outside the Ngaruawahia and Enviros Archaeological Heritage report study area.

## Phase IV

Phase IV involved the construction of archaeological alert overlays for commercial centres in nine District towns. The archaeological overlay research involved the identification of pre-1900 buildings and other types of sites (such as Maori cultivation sites) in the town commercial areas. The towns are: Pokeno, Tuakau, Mercer, Rangiriri, Huntly, Taupiri, Ngaruawahia, Te Kowhai, and Raglan (Figure 8).

The primary data sources used for the Phase IV work were:

- Old land survey plans;
- NZAA SR Scheme records;
- The Tuakau and Ngaruawahia and Enviros Archaeological Heritage reports (Simmons and Hutchinson 2014); and
- WDC heritage schedule of built heritage data, photographs and local histories.

The identification of the general boundary of the archaeologically sensitive zones within the existing commercial districts of the towns involved examining the information sources available for each town. This was a multi-step process:

1. General review of the historical information about the town including background reports and archaeological site records;
2. Identification and review of historic land survey plans;
3. Geo-reference the plans (Figure 9);
4. Preparation of overlays and shape files (Figure 10);
5. Compilation of a draft report subsection about each town and review of draft urban overlay zones (Figure 10); and
6. Refinement and modification of the urban overlay zones in the town centres (Figure 11) and completion of a final report.

As a result of this research urban overlays of archaeologically sensitive zones were constructed for eight town centres in the district: Pokeno, Tuakau, Rangiriri, Mercer, Huntly, Taupiri, Ngaruawahia, and Raglan. It was determined during the project that Te Kowhai town centre was developed after 1900 and did not require an urban overlay. The work carried out to derive the overlays involved archaeological predictive modelling. The steps followed and information compiled and analysed to produce the overlays of archaeologically sensitive areas is documented in this report.

The other product of this Phase IV work was the creation of shape files for the archaeologically sensitive zones that can be inserted into the Waikato District Council GIS system and reproduced on District Plan maps.

### **Phase IV Recommendations**

- It is recommended that WDC included the archaeologically sensitive town centre overlay zones identified in Phase IV on planning maps to alert Council staff and property owners.
- To manage the effects of development in the commercial district archaeological overlay zones land disturbance in the overlay zones should be a Discretionary Activity and managed by the following rules or similar:
  1. Where land disturbance is proposed within the commercial district archaeological overlay zones of Tuakau, Pokeno, Mercer, Rangiri, Huntly, Taupiri, Ngaruawahia, Te Kowhai and Raglan, as shown on district plan maps the person proposing the land disturbance shall provide Council with a report from a qualified archaeologist stating whether a site will be damaged, destroyed or modified. If a site will be modified a work plan should be provided for mitigating effects and proof of any necessary permits or authorities from other territorial authorities or agencies.
  2. Where land disturbance is proposed within the commercial district archaeological overlay zones of Tuakau, Pokeno, Mercer, Rangiri, Huntly, Taupiri, Ngaruawahia, and Raglan, as shown on district plan maps the person proposing the land disturbance shall instigate an assessment of the property by a qualified archaeologist and if no archaeological sites are found to be located in the development area the archaeological overlay will cease to apply to the assessed property.
  3. Where land disturbance is proposed within the commercial district archaeological overlay zones of Tuakau, Pokeno, Mercer, Rangiri, Huntly, Taupiri, Ngaruawahia, and Raglan, as shown on district plan maps the person proposing the land disturbance shall provide Council with documentation of major earthworks modifications to the property after 1950 that would have destroyed any archaeological remains or

evidence that archaeological mitigation has been carried out on the site in the past. If it is proven no archaeological sites remain in the development area or effects have been mitigated the archaeological overlay will cease to apply to the property.

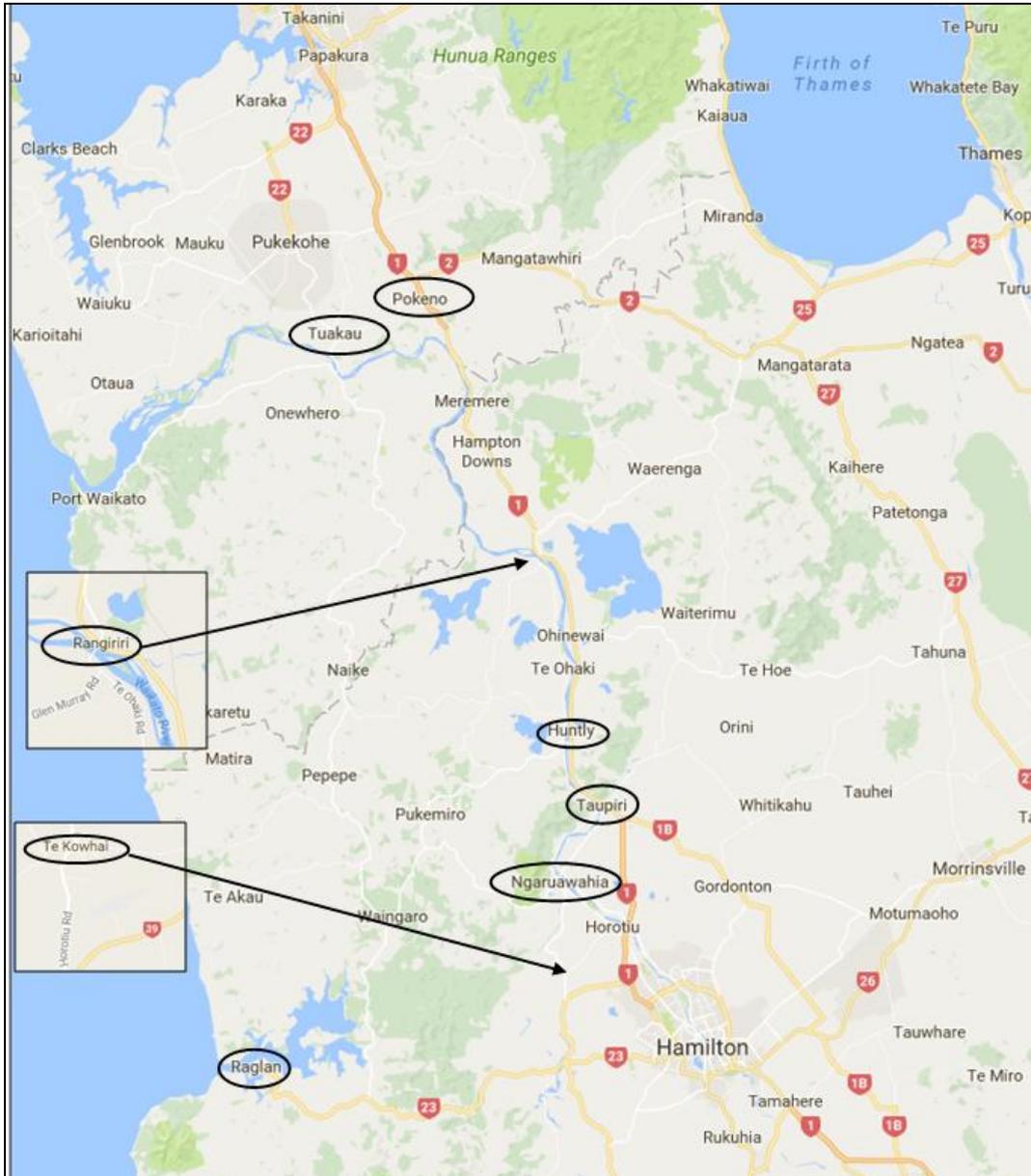


Figure 8. The Nine District Towns analysed in Phase IV.



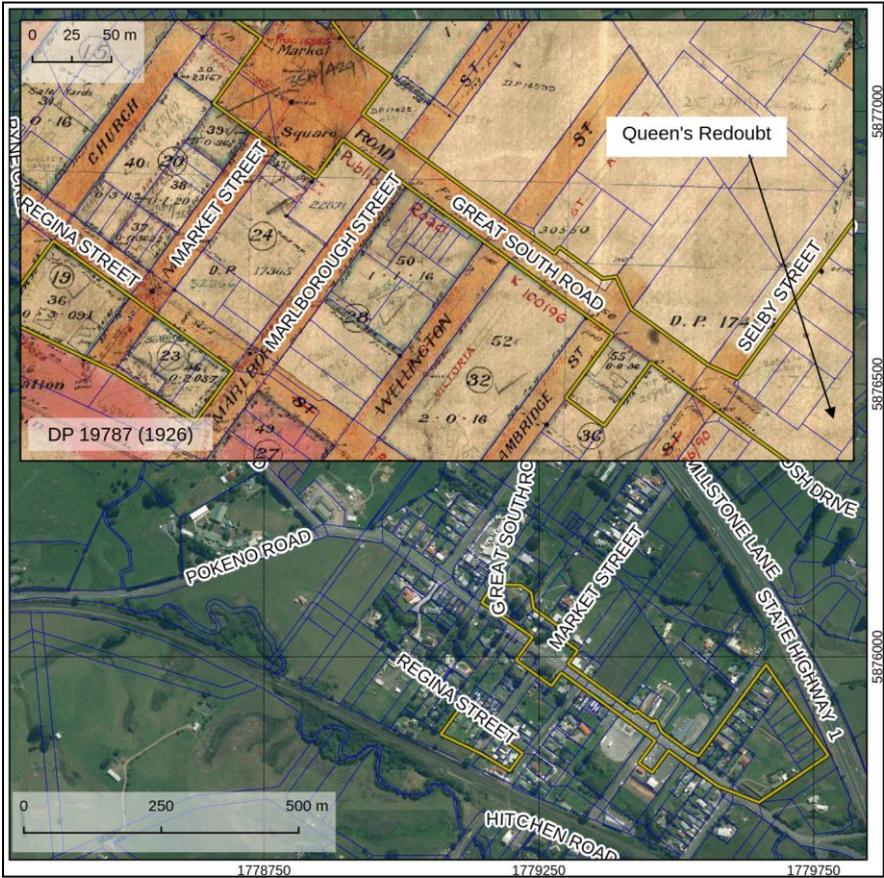


Figure 10. Two historic commercial areas were identified in Pokeno, (DP 19787, 1926).

Note: The commercial area at Market and Regina Street (below) has since developed as a residential area with the removal of the Pokeno Railway Station and the growth of the Great South Road/ Pokeno Road and Market Street area. Therefore this area along Regina Street was not included in the final Pokeno overlay.



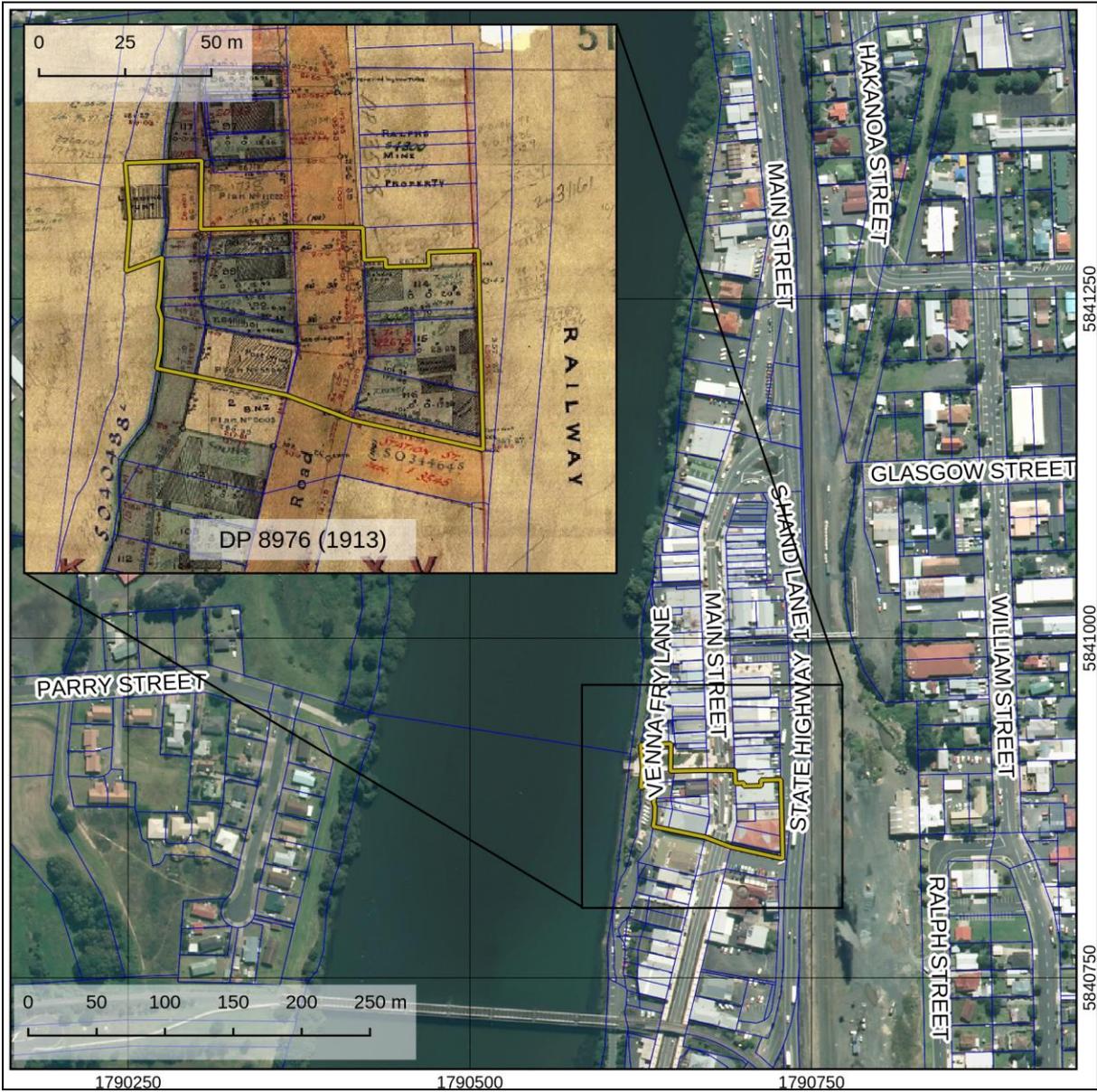


Figure 11. Huntly, archaeologically sensitive zone in the commercial area.

## Phase V

Phase V of the project involved the review and updating of information about ten archaeological sites scheduled in the operative plans (Waikato District (Appendix C) and Franklin District (Section Part 8). The sites are listed in Table 2. The Inception Report scope of work required that the eight sites are to be assessed using the Waikato Regional Council Policy Statement (RPS) Section 10A criteria. Two additional sites were identified in the 'areas' subsection of the Franklin District Plan heritage schedule.

In addition it was requested by the Waikato District Council Planning Steering Committee (WDCPSC) that the view shafts from Rangiriri Pa Te Wheoro's Redoubt and Meremere Pa/ Redoubt be reviewed and updated, if required (Figure 12).

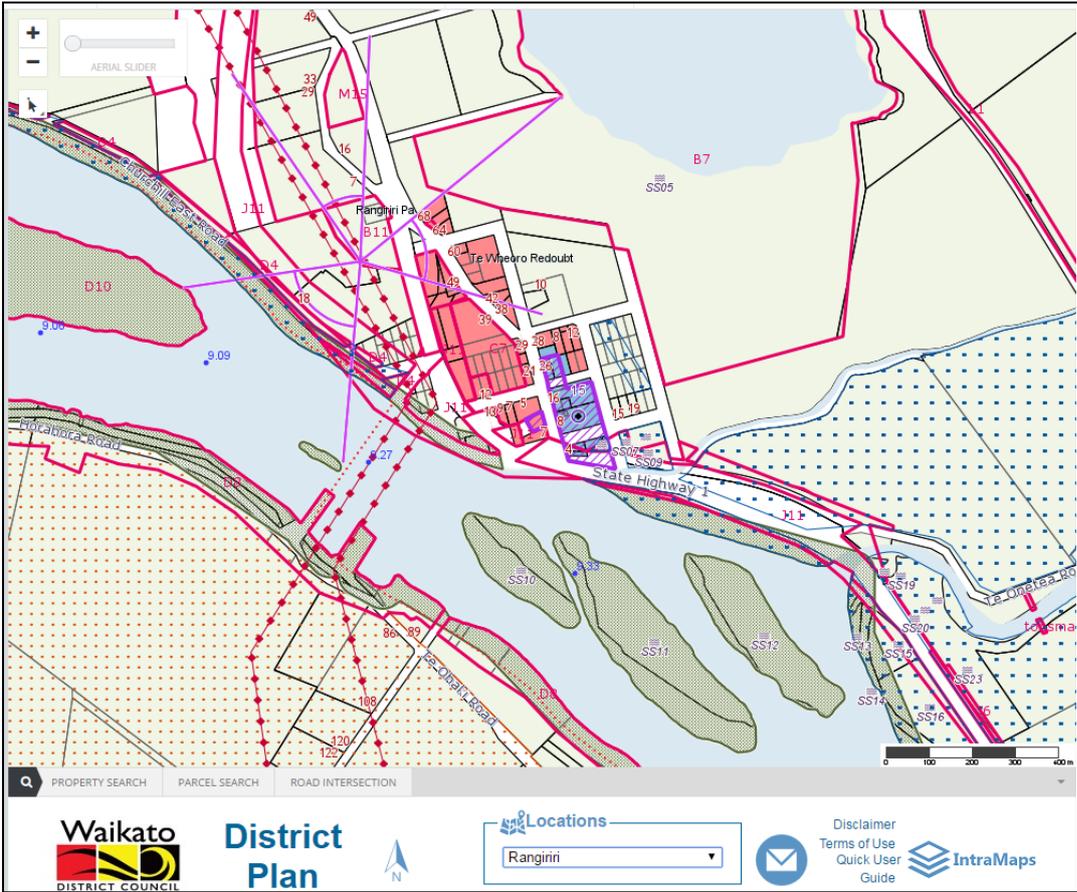
Table 2. Scheduled Archaeological Sites.

Site Name	WDC and Franklin Schedule Number	WDC Level of Significance	NZAA Site Number	Location or Area
Tank Trap WWII	100	A	S14/202	Old Mountain Road, Raglan
Maori Gardens	106	None listed	S14/164	Kernott Road, Horotiu
Pioneer Gun Turret	111	A	No site number	The Point, Ngaruawahia
Former Flour Mill Store	118	A	No site number	1A Old Taupiri Road, Ngaruawahia
Puke I Ahua Pa	135	B	S14/2	Ngaruawahia (Havelock Hill)
Pill Boxes WWII	163D	B	R14/246	Dunes Kopua, Raglan Domain
Maraetai Mission Station and Burial Site	B.18	B	R13/111	Corner of Oraeroa Marae Road and Maunsell Road, Port Waikato
Pioneer Gun Turret and War Memorial	B.20	B	No site number	Road Reserve, Corner of Roose Road and Riverbank Road Mercer
Alexandra Redoubt	D.2	None listed	R12/141	Alexandra Redoubt Road, Tuakau
Queen's Redoubt	D.7	None listed	S12/23	Great South Road, Pokeno

Assessment sheets were prepared for each of the scheduled archaeological sites and an assessment subsection was included for the Battlefield Viewshafts.

## **Phase V Recommendations**

- It is recommended that all of the eight archaeological sites scheduled in the operative plans (Waikato District (Appendix C) and Franklin District (Section Part 8) be included in archaeological sites scheduled in the Proposed Waikato District Plan.
  
- It is recommended that:
  - Puke I Ahua Pa (no.135) have the level of significance changed to an A;
  - The Kernott Road Maori Garden site, Maraetai Mission Station, Alexandra Redoubt and Queen's Redoubt should be assigned an A rank; and
  - The Pioneer Gun Turret at Mercer should be assigned an A rank (in keeping with the Heritage New Zealand rank for this item).
  
- The scheduling of additional archaeological sites should also be considered. For example the Ashwell Mission Station at Kaitotehe, across the river from Taupiri.
  
- It was recommended that in the Battlefield Viewshafts as described and illustrated in the operative Waikato District Plan in Appendix C2 and on WDC Plan maps be included in the Proposed Waikato District Plan.



Rangiriri Pa Significant Viewshafts/Landscape relationships; Waikato District Council.

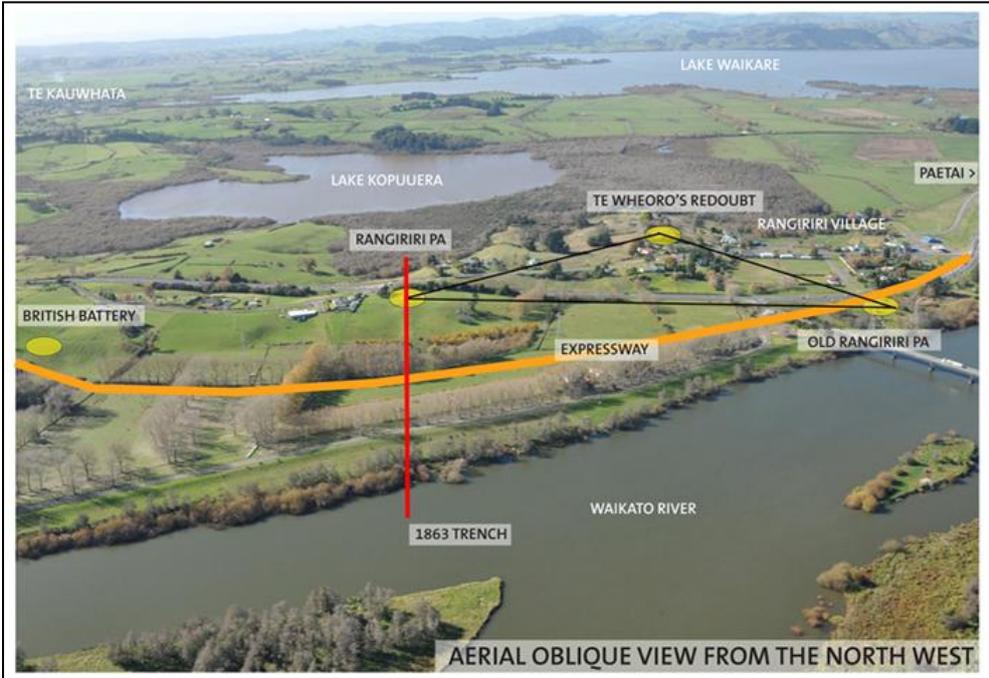


Figure 12. Viewshafts and relationship of Rangiriri Pa with other sites (Transit New Zealand).

## **Summary**

The AHP carried out by Simmons and Associates Ltd. in liaison with the WDCPSC has resulted in the creation of archaeological alert layers/ overlays for land parcels, commercial centres of district towns, and the Waikato River corridor. A total of 149 new sites have been added to the recorded sites in the district as part of Phases II and III of the project. These are primarily Maori horticulture, a site type frequently overlooked by land developers.

The AHP included reviewing and updating the records for ten scheduled sites included in the Waikato and Franklin operative plans and recommended their inclusion in the proposed plan. It has also been recommended that WDCPSC consider scheduling other sites. The Phase V work also included a review of three Battlefield Viewshafts to assess their integrity following major highway construction work. It is recommended these be rollover into the new plan.

## **Addendum**

The project scope changed slightly during some of the phases. There were additional tasks added to Phases I, II, and V, but these did not affect the projected phase time frame or the project budget.

Phase I required less labour than anticipated because of Waikato District Council's subscription to Archsite (the New Zealand Archaeological Association web portal for accessing NZAA Site Recording Scheme records). Fewer meetings were required than proposed, because of the effective communications maintained through email and the monthly reports. These changes resulted in the existing project budget covering the cost of the additional tasks.

A question of copy right for the Phase II and III site records lodged with the NZAA Site Recording Scheme was resolved by the WDCPSC. This was acknowledged by the WDCPSC as affecting one of the contractual requirements for a creative commons copyright on the Phase II and III site records.

The risk register was useful in managing a delay in closing out Phase III and commencing Phase IV because of illness. The meeting and work time frame were adjusted accordingly. Despite this minor adjustment in the Phase IV time frame, Phase V was on schedule and the AHP was completed on time and within budget.

## References

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