



Kaipara te Oranganui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

Combined Pou Tu O Te Rangi Joint Management Committee and Harding Park Committee Agenda

Date: Tuesday 18 August 2020

Time: 2:00 p.m.

Location: Lighthouse Function Centre
32 Mount Wesley Coast Road
Dargaville

Committee Members: Rex Nathan (Chair)
Georgina Connelly
Rob Harding
Councillor Karen Joyce-Paki
Councillor Peter Wethey
Willie Wright

*For any queries regarding this meeting please contact
the Kaipara District Council on (09) 439 7059*

Tuesday, 18 August, 2020

2:00 pm

Lighthouse Function Centre / Te Whare Taonga o Tunatahi

32 Mount Wesley Coast Road

Dargaville

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Committee meeting 27 May 2020

Meeting: Pou Tu o Te Rangi Harding Park Committee
Date of meeting: 18 August 2020

Recommendation/Ngā tūhunga

That the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee:

- a) Confirms that the minutes of the Committee meeting held on 19 May 2020 are a true and correct record.

Attachments/Ngā tapiritanga

	Title
A	Unconfirmed minutes of Committee meeting 19 May 2020

**Minutes of the first meeting of the
Combined Pou Tu O Te Rangi Joint Management Committee
and Harding Park Committee**

Date: 19 May, 2020
Time: 2:00 p.m. - 3:24 p.m.
Location: Conference Room, Northern Wairoa Memorial Hall,
Dargaville

Member present Rex Nathan (Chair)
Georgina Connelly
Rob Harding
Councillor Karen Joyce-Paki
Councillor Peter Wethey
Willie Wright

1. Opening

[Secretarial note: At COVID-19 Alert Level 2, additional precautions were observed for this meeting, including contact tracing and social distancing.

The venue was changed after the publication of the agenda. Due to technical difficulties, virtual meeting could not be held and livestreamed. The public was informed by on the Council Facebook page and website.]

1.1 Karakia

Rex Nathan opened the meeting with a karakia.

1.2 Apologies

Nil.

1.3 Confirmation of agenda

The agenda for the 19 May 2020 meeting was confirmed with no changes.

1.4 Conflict of interest declaration

Member	Item
Cr Joyce-Paki	Cr Joyce-Paki disclosed an interest as an employee of the Department of Conservation (DOC). The Pou Tu O Te Rangi Harding Park land is owned by DOC and vested to Te Uri o Hau and Kaipara District Council.

2. Public input

Nil.

3. Decision

3.1 Reserve Management Plan Review

Moved: Cr Wethey

Seconded: Wright

That the Pou Tu O Te Rangi Harding Park Committee:

- a) Approves the review of the current Reserve Management Plan as part of the complete update process.
- b) Requests the Chief Executive to engage Stellar Projects to complete a review of the Reserve Management Plan and provide recommendations on next steps.

Carried

3.2 Traffic Flow Feasibility Report

Moved: Cr Joyce-Paki

Seconded: Connelly

That the Pou Tu O Te Rangi Harding Park Committee:

- a) Delegates the Chief Executive to include the review of the traffic flow options as part of the Reserve Management Plan review [Option 3 in the report].

Carried

3.3 Pou Tu o Te Rangi Harding Park Work Plan 2020/2021

Moved: Cr Wethey

Seconded: Wright

That the Pou Tu O Te Rangi Harding Park Committee:

- a) Approves the indicative 2020-21 work plan as below:

Project	Budget
RMP review and update (including cultural impact assessment or engaging mana whenua)	\$60,500
Planting	\$10,000
Landscaping	\$9,500
Develop weed management plan	\$5,000
Pā site pest control/landscaping	\$15,000
Total	\$100,000

- b) Requests the Chief Executive to implement the works as above.

Carried

3.4 Pou Tu o Te Rangi Harding Park Forward Works Plan LTP 2021-2031

Moved: Wright

Seconded: Connelly

That the Pou Tu O Te Rangi Harding Park Committee:

- a) Recommends the works in Attachment B of the report be included in the draft Long Term Plan for Council's consideration, noting that the final decision will be made by Council and depend on the budget available.

Carried

4. Information

4.1 Operations Update

Moved: Wright

Seconded: Connelly

That the Pou Tu O Te Rangi Harding Park Committee:

- a) Notes the Parks and Recreation Manager's report 'Pou Tu o Te Rangi Harding Park Operations Update'.

Carried

5. Closure

5.1 Karakia

Rex Nathan closed the meeting with a karakia.

The meeting closed at 3:24 p.m.

Pou Tu o Te Rangi Harding Park Operations Update

Meeting: Pou Tu o Te Rangi Harding Park Committee
Date of meeting: 18 August 2020
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To report to the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee on the operations by providing an update for the April 2020 - July 2020 period and the Capital Works Programme.

Executive summary/Whakarāpopototanga

Below is a summary of activities, operations and maintenance work carried out over the months of April 2020 to July 2020.

Recommendation/Ngā tūtohunga

That the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee:

- a) Notes the Parks and Recreation Manager's report 'Pou Tu o Te Rangi Harding Park Operations Update'.

Context/Horopaki

The Committee is charged with implementing the July 2012 Pou Tu o Te Rangi and Harding Park Reserve Management Plan (RMP). Activities undertaken by Council include operations and maintenance work carried out over the months of April 2020 to July 2020.

Discussion/Ngā kōrerorero

Health and Safety:

- Signage to be arranged for the mountain bike track to advise users of track grades and general health and safety guidelines.

Cultural aspects:

- As part of the clearance work that was undertaken in the Pā site, an archaeologist representing Iwi was consulted as per the archaeological agreement. The approved archaeologist was onsite to oversee the works while they were being undertaken.
- Representatives of the Mountain Bike Park have signalled an opportunity for naming of the tracks.

General:

- Council received external funding from Central Government for park clean-ups and vegetation removal through the Te Tai Tokerau Redeployment Package. To date that work has included completing the Mountain bike track, clearing around the dam, clearing the Pā of pest plants, future works will include wider pest plant control and planting. Due to this funding, the Committee will need to reassess the approved 20/21 work plan, which is addressed in a further report in this agenda.
- The mountain bike track has been completed. \$20,000 was funded through the 2019 round of the Contestable Reserve Contributions Fund, with the remaining costs funded from the Te

Tai Tokerau Redeployment Package as above. Staff are currently working with the Bike the Kaipara Trust to form a formal maintenance agreement (likely a Contract for Service).

- The walking track to provide access around the Pā site has been constructed, after completion it was agreed that a handrail needed to be installed on the switch back from a usability perspective.
- Planting of the gullies in the Old Mt Wesley Cemetery section of the park has started, with just some infill planting required.
- Staff have been engaging with Integrated Kaipara Harbour Management Group about the possibility of sourcing plants through their program.

Capital Works Programme for 2019/2020

Council approved \$100,000 per annum for capital works, and the Committee adopted the 2019/2020 Works Programme. This update is to end of financial year 30 June 2020.

Project 11023 Budget \$100,000	Spend to date \$	Comments
Implementation of Landscaping plan	\$30,124	Complete
Traffic Improvement feasibility	\$12,067	Stage 1 complete
Install speed bumps	\$4,942	Complete
Drinking fountain	\$1,961	Complete
Reshaping of carpark for sealing	\$29,890	Complete
Walking track around Pā	\$16,521	Complete
Total	\$95,505	



Next quarter

Continue planting cleared areas.

Start implementing the 20/21 approved work plan.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

Council staff will continue to implement the RMP.

Pou Tu o Te Rangi Harding Park Amended Work Plan 2020/2021

Meeting: Pou Tu o Te Rangi Harding Park Joint Management Committee
Date of meeting: 18 August 2020
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To seek the Committee's approval for the amended 2020/2021 work plan.

Executive summary/Whakarāpopototanga

The Pou Tu o Te Rangi Harding Park Joint Management Committee is delegated to approve the works plan and budgets. Council received external funding from the Te Tai Tokerau Redeployment Package, this has enabled staff to complete some projects through this fund. This has allowed savings from the previously approved work plan.

Staff have also reviewed the internal funding process which has led to a project being funded from another budget.

This has allowed staff to provide an updated proposed work plan for the Committee to review and decide what work they want to be completed in the 2020/2021 financial year.

Recommendation/Ngā tūtohunga

That the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee:

- a) Approves the indicative amended 2020/2021 work plan as below

Project	Budget
Mountain Bike Track carpark (Stage 1)	\$30,000
Paths/Tracks as per previous landscape plan (Stage 1)	\$50,000
Firefighting water tanks	\$15,000
Contingency	\$5,000
Total	\$100,000

- b) Requests the Chief Executive to implement the works as above.

Context/Horopaki

The Committee has previously approved the 20/21 work plan at the 19 May 2020 Committee meeting. Council has since received external funding that has covered costs associated with some of the projects and officers have also reviewed the appropriateness of the Financial Contributions for non-capital projects.

As per the Terms of Reference, it is the Committees' responsibility to approve the work plan for Pou Tu o Te Rangi Harding Park.

Discussion/Ngā kōrerorero

Council has received funding from Central Government under the Te Tai Tokerau Redeployment Package for Park clean ups and vegetation clearance which has allowed some projects, previously approved within the work plan for 20/21, to be completed using external funds.

Officers have also clarified that the Financial Contributions fund can only be used for the creation of new Assets. Therefore, it is not an appropriate funding source for the development of the Reserve Management Plan (RMP). The funding source is from Financial Contributions is defined as being funds that are to be used due to growth. This project will now be funded from an operational budget under planning services.

The 2018-2021 Long Term Plan (LTP) allocates a budget of \$100,000 per annum to implement capital works. The projects identified below are indicative budgets only and need to be discussed to prioritize this work.

Below is the previously approved work plan and the new staff recommendations.

Project	Previously approved	New recommendation
RMP review and update (including cultural impact assessment or engaging mana whenua)	\$60,500	Operationally funded
Planting	\$10,000	Externally funded
Landscaping	\$9,500	Externally funded
Develop weed management plan	\$5,000	Operationally funded
Pā site pest plant control/landscaping	\$15,000	Externally funded
Mountain Bike Track carpark (Stage 1)		\$30,000
Paths/Tracks as per previous landscape plan Stage 1 (Attachment A)		\$50,000
Firefighting water tanks		\$15,000
Contingency		\$5,000
Total	\$100,000	\$100,000

Options

Option 1: Approve amended 20/21 work plan.

Approving the work plan will allow staff to carry on implementing the approved work

Option 2: Not approve 20/21 work plan.

Projects not approved this year will need to be included in the LTP for 2021. It is noted that there is no guarantee that any Financial Contributions will be available in the next LTP if the current policy is not extended.

The recommended option is **option 1**.

Financial implications

Budgets are allocated as part of the Long Term Plan 2018-2021.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

Staff will deliver the work plan as agreed.

Attachments/Ngā tapiritanga

	Title
A	Landscape design plans



0 25 50 m

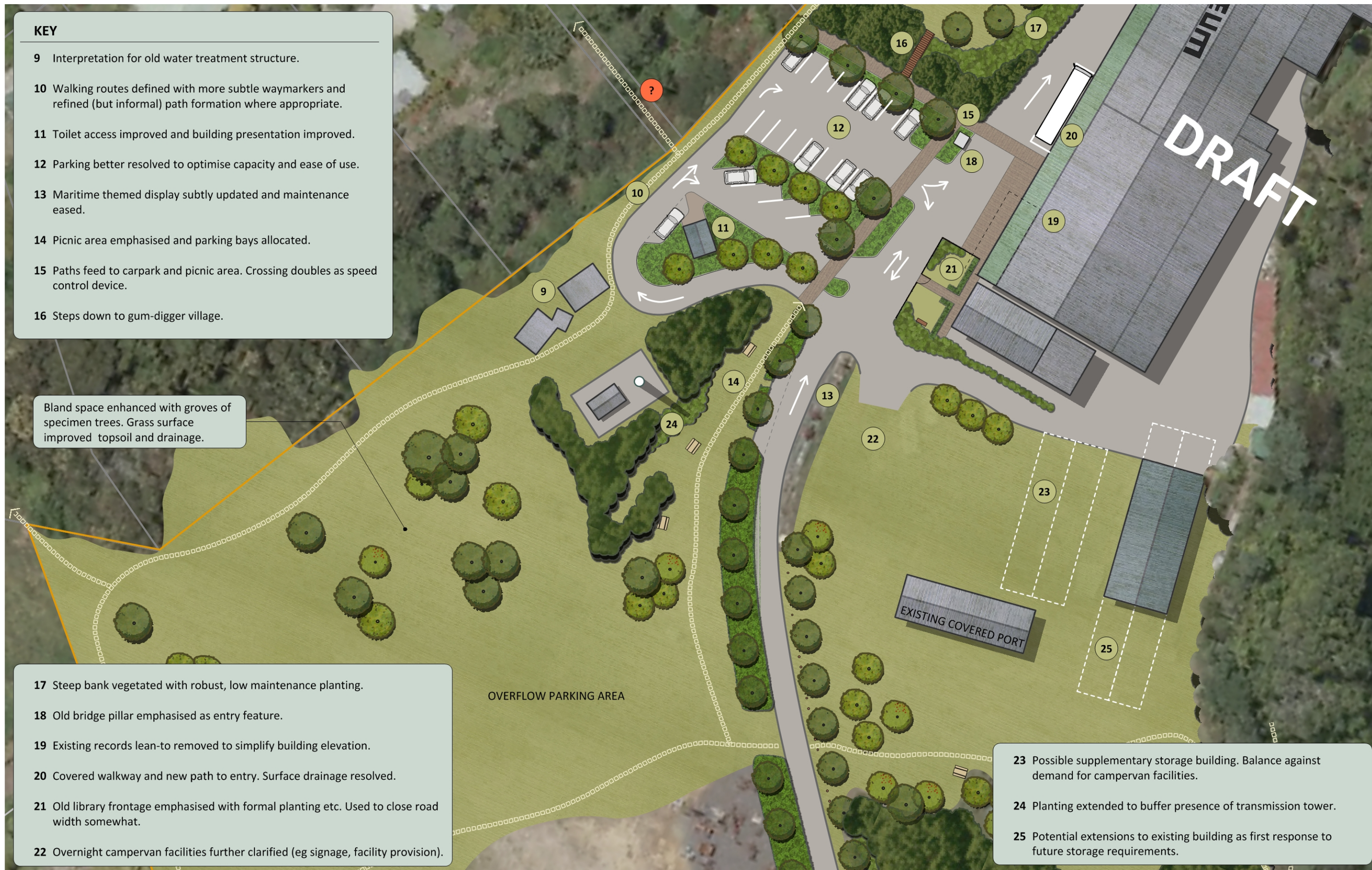
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Ref: 1240_DC1_20190423

LITTORALIS
LANDSCAPE ARCHITECTURE

14

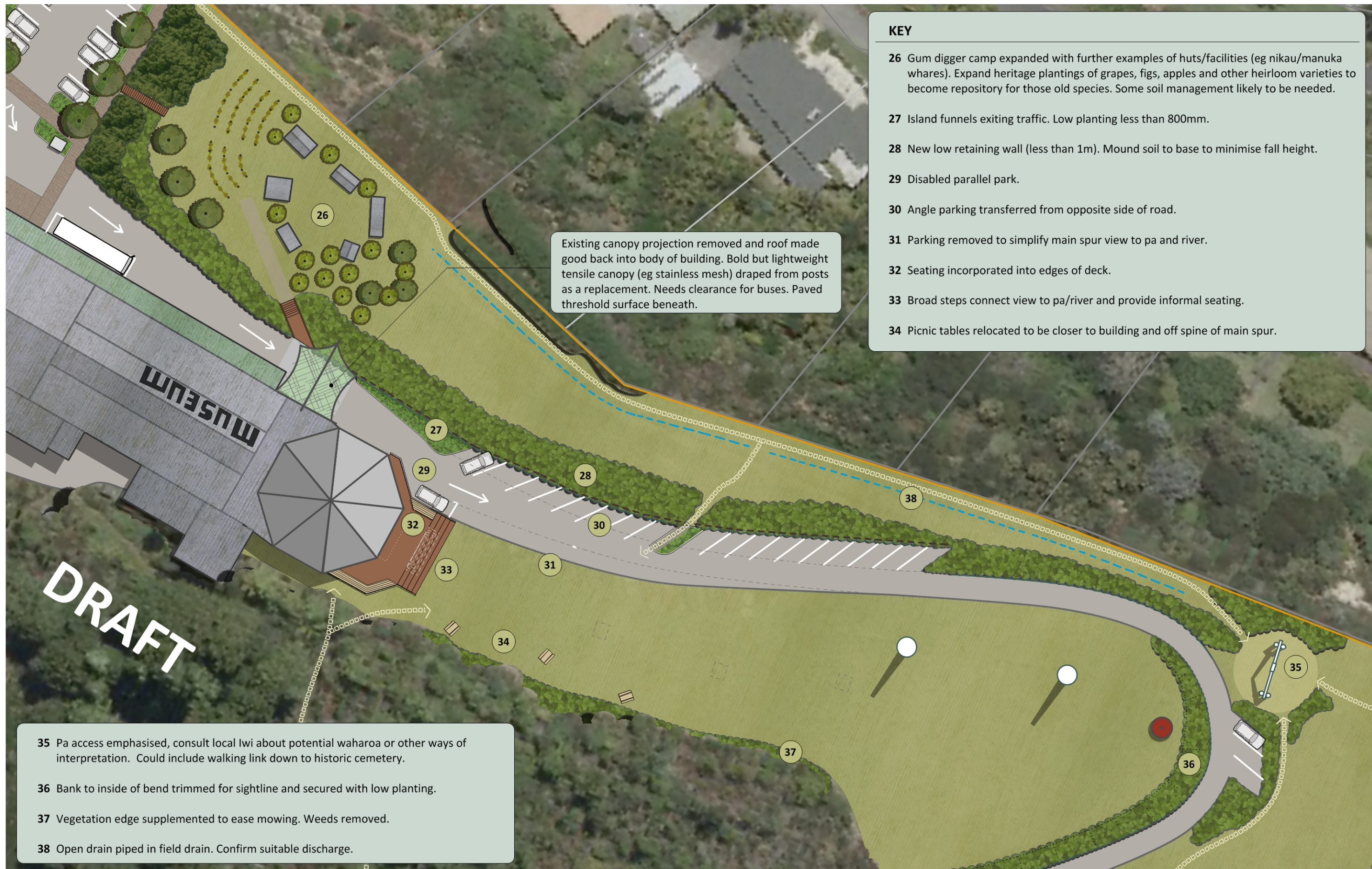
CONCEPT SHEET 1/3
PO TU O TE RANGI / HARDING PARK
Prepared for Kaipara District Council



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Ref: 1240_DC1_20190423



Reserve Management Plan review update

Meeting: Pou Tu o Te Rangi Harding Park Committee
Date of meeting: 18 August 2020
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To update the Committee on the progress of the Reserve Management Plan (RMP) review

Executive summary/Whakarāpopototanga

Stellar Projects have been engaged to review the current RMP for Pou Tu o Te Rangi Harding Park, they have developed a draft initial review document for the Committee to update them on findings to date and next step processes.

Recommendation/Ngā tūtohunga

That the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee:

- a) Notes the 'Reserve Management Plan review update'.

Context/Horopaki

At the 19 May 2020 meeting, the Committee approved the review of the current RMP as part of the complete update process, and requested staff to engage Stellar Projects (Stellar) to complete a review of RMP and provide recommendations on next steps.

Discussion/Ngā kōrerorero

Staff have worked with Stellar to start the process of reviewing the current RMP and providing recommendations for next steps. A draft initial review document has been produced. (Attachment A) This draft document outlines some key features, attractions and assets within the Reserve, it also highlights some areas that need further discussion.

Stellar as part of the process have held initial meetings with the Pou Tu o Te Rangi Harding Park Committee, Kaipara Vintage Machinery Club and Dargaville Museum to gain a background understanding of any key issues or concerns with the management of the Reserve.

The draft document also outlines the processes required to complete a comprehensive review of the RMP.

Stellar have provided a RMP Request for Public Feedback Summary Document. (Attachment B)

Significance and engagement/Hirahira me ngā whakapāpā

When Stellar have finished their initial review a communication and engagement plan need to be developed as part of the review process.

Next steps/E whaiake nei

Continue to review the RMP.

Attachments/Ngā tapiritanga

	Title
A	Draft initial review document
B	Public feedback summary document

Pou Tu o Te Rangi and Harding Park Reserve Management Plan



Stage 1 - Initial Review

Prepared For:

Kaipara District Council

by Stellar Projects Limited

Ref: #J002603

31 July 2020



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Hamish Watson	Parks and Recreation Manager	Kaipara District Council
Office	Records Copy	Stellar Projects Limited

DOCUMENT STATUS

The following table outlines the revision status of this document:

REVISION	PUBLICATION DATE	COMMENTS
Rev 0	31 July 2020	Draft

Report Prepared For: Kaipara District Council
Report Prepared By: Stellar Projects Limited
Document Author: Fiona McLeod – Senior Planner

Reviewed By:

Stuart Brooke Planning Manager

31/07/2020

Authorised for issue: Stuart Brooke – Planning Manager

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1. Introduction

The Pou Tu o Te Rangi and Harding Park Reserve Management Plan (RMP) is a guide for Kaipara District Council (KDC) and the Pou Tu Te Rangi Joint Management Committee for the ongoing joint management of Pou Tu o Te Rangi and Harding Park.

The RMP was adopted in July 2012. The RMP is now eight years old and the Committee have determined that it is in need of a review.

KDC has engaged Stellar Projects Limited (Stellar Projects) to undertake an initial review of the Pou Tu o Te Rangi and Harding Park RMP. This was formally approved by the Pou Tu o Te Rangi Harding Park Joint Management Committee at its meeting 19 May 2020.

The purpose of this initial review is to outline the statutory process required to review the RMP and provide recommendations on next steps.

This initial review contains a summary of background information including the sites location, ownership and management details, and lists the sites features, attractions and assets. The report also includes a summary of the content of the current RMP.

KDC and Stellar Projects met with the Pou Tu o Te Rangi and Harding Park co-governance group, Dargaville Museum, and Kaipara Heritage Machinery Inc to generate a discussion around the review of the RMP and to gain an understanding of any existing management issues.

This report then outlines the statutory process required to review the current RMP and provides recommendations and guidance on next steps.

2. Background

2.1 Location, property details and reserve classification

Pou Tu o Te Rangi, Harding Park, Old Mount Wesley Cemetery and the Harding Park Family Cemetery are located to the south of Dargaville town centre. Refer to figure 1 below for the site location.

The Pā and Park are on a ridge (Mount Wesley/Mangawhare Bluff) overlooking Dargaville and the Northern Wairoa River. Old Mount Wesley Cemetery is located on the southern slope of the ridge between Pā and Mount Wesley Coast Road. The Harding Park Family Cemetery is to the right (east) as you enter the Park from Mount Wesley Coast Road. Refer to figure 2.



Figure 1: Site location (Source Google Maps).



Figure 2: Location of Harding Park, Po Tu o Te Rangi Pa, and Mount Wesley Cemetery (source – RMP)



The property details along with the reserve classification for each parcel of land is provided in Table 1 below. The information in Table 1 is taken from Prover Geographical Information System, a New Zealand property database. It is noted that some of this information differs to the property details within the RMP, in particular the ownership and reserve classification of details of Old Mt Wesley Cemetery and the Harding Family Cemetery.

Table 1: Property details and Reserve classification

Name	Address	Legal Description	Area (more or less)	Owner	Gazetted Purpose
Pou Tu Te Rangi	Colville Road, Dargaville	Lot 1 Deposited Plan 79437	5793m ²	Environs Holdings Limited	Historic Purpose Reserve
Harding Park	32-35 Mt Wesley Coast Road, Mt Wesley	Part Aoroa Block	11.99ha	The Dargaville Borough Council	Local Purpose Reserve
Old Mt Wesley Cemetery Including the Harding Family Cemetery (noting this site is undefined)	Logan Street, Dargaville	Lot 1A, 1B Deposited Plan 354	1.1837ha	Private ownership (multiple owners)	No Gazetted purpose recorded on the tile. However, identified as a Local Purpose Reserve in the RMP.
	and 14 Mt Wesley Coast Road	Marked Cemetery Deposited Plan 354	1.6086ha	Private ownership (multiple owners)	
		Pt Aoroa No 3 Block	2985m ²	Private ownership (two registered owners)	

2.2 Ownership and management

Pou Tu Te Rangi is owned by Environs Holdings Limited a subsidiary Te Uri o Hau Settlement Trust and managed by the Pou Tu Te Rangi Joint Management Committee. This management agreement was established by the Minister of Conservation and comprises three members nominated by Te Uri o Hau governance entity and three members nominated by KDC. The Committee was established under Section 33(5) of the Te Uri o Hau Claims Settlement Act 2002. This statutory committee currently comprises of three representatives from Te Uri o Hau, two KDC councilors and a representative from the Harding family.

Harding Park is owned by KDC.



Old Mt Wesley Cemetery and the Harding family Cemetery are in private ownership and maintained by KDC.

Harding Park and the cemeteries are managed by way the Harding Park Committee (a council Committee) with nominated council representatives.

There is currently an arrangement between the Pou Tu Te Rangi Joint Management Committee and the Harding Park Committee to combine committees to co-govern the Pou Tu Te Rangi Pā, and Harding Park (including the cemeteries).

2.3 Features, attractions, and assets

The reserves are a popular destination for visitors and residents of Dargaville. The reserves offer a range of visitor experiences and provide the following attractions:

- Pou Tu Te Rangi (Pā site)
- Dargaville Museum - Te Whare Taonga o Tunatahi
- Kaipara Heritage Machinery (Dargaville) Inc
- Mt Wesley Cemetery and Harding Park Cemetery
- Lighthouse Function Centre
- An overnight campervan parking area
- Views to the Wairoa River to the Kaipara Heads
- The Rainbow Warrior masts
- Mountain Bike track
- A 'nine hole' DiscGolf (frisbee) course
- Walking tracks

Other assets and features include:

- Loop road
- car parking areas
- Public toilets
- Wayfinding and interpretive signage
- A stormwater pond that is used for rural fire fighting training
- Park furniture (picnic tables, drinking fountains etc)
- Amenity planting and restoration planting.

2.4 Leases, subleases, and informal occupations

Two formal leases and one sublease are in existence as well as several informal occupations.

Formal leases:

- Head Lease - Dargaville Museum - Te Whare Taonga o Tunatahi
- Head Lease - Kaipara Heritage Machinery (Dargaville) Inc
- Sub Lease - Bell South NZ (Telecommunication tower, sublease to Dargaville Museum)



Informal occupations:

- Frisbee Golf
- Harding Family Cemetery (informal agreement with KDC)
- Grazing
- Mountain Bike Track.

3. Reserve Management Plan

The RMP was adopted in July 2012 is a guide for KDC and the Pou Tu o Te Rangi Management Committee for the ongoing joint management of Pou Tu o Te Rangi and Harding Park. It also seeks to integrate management strategies with management of the adjacent Old Mount Wesley Cemetery and Harding Park family cemetery.

The document sets out a shared vision:

"Pou Tu o Te Rangi/Harding Park will be an important enjoyable learning environment rich in natural and cultural heritage for both the local community and visitors. Throughout the site, stories will be expressed hinting at the unique qualities of this place and this community; past, present and future.

Pou Tu o Te Rangi/Harding Park will be a shared public place for recreation, events, fun and learning."

The RMP provides information on the legal and planning framework governing the management of the Pā and the Park, natural and cultural attributes of the area and the management issues and opportunities.

The objectives and policies have been structured to support the shared vision and the overall objective - the creation of a quality holistic visitor experience.

The objective and policies have been set out under the following headings:

- Arrival, 'first impressions'
- Circulation (Access, Parking and Linkages)
- Accessibility and Connectivity
- Legibility and Interpretation
- Social Gathering (Interaction)
- Existing and Future Use and Leases
- Buildings and Facilities
- Vegetation and Wildlife
- Partnership with the Community including Tangata Whenua
- Maintenance and Asset Management
- Future Contingency / Legacy Planning
- Monitoring and Implementation



The RMP also includes sufficient detail for the use and development of the reserve, and an implementation plan setting out the actions, timeframes, funding requirements and agencies involved in the delivery of the actions.

4. Statutory Review Process

4.1 Reserves Act 1977

Section 41 of the Reserves Act 1977 (the Act) sets out statutory requirements and process for the development and review of Reserve Management Plans.

Section 41(4) of the Act requires management plans to be kept under continuous review, to ensure that they can be adaptable to changing circumstances or increased knowledge.

Generally, plans should be reviewed every 10 years (at a minimum). However, this does not necessarily have to involve a complete review or rewrite.

Section 41(8) of the Act requires that where a comprehensive review of a management plan is proposed, the public notice and consultation process is the same as if the management plan was newly created (as per section 41(5) and (6)).

While Section 41(9) states that when changes to management plans do not require a comprehensive review, the council may, if it sees fit, undertake the process required as if the management plan was newly created. This provides a degree of discretion. The degree of change and likely effects of the change should determine if Section 41(5) and (6) (i.e. full public notice and consultation process) or a lesser or reduced notice and consultation process is followed.

Table 2 below summaries the processes required by the Act for a comprehensive review of the RMP.

For reference Section 41 of the Act is provided in full as Appendix A and Appendix B provides a step by step process of the review process (as per the Reserves Act Guide, prepared by the Department of Conservation, November 2016).

Table 2: Summary of the Statutory Planning Process for a comprehensive review of a reserve management plan as required by the Reserves Act

Step 1:	Council publicly notifies its intention to review the reserve management plan and invites interested parties / persons to send in written suggestions within a set time period (usually one month).
Step 2:	A draft management plan is prepared giving consideration to comments received.
Step 3:	Council publicly releases its draft management plan and invites interested parties and the local community to provide feedback through the submission process (over a two-month period from the date of notification).



Step 4:	Consideration is given to submissions and objections and a hearing can be held.
Step 5:	Appropriate changes are made to the management plan.
Step 6:	The final management plan is adopted by Council and signed and sealed (Ministerial approval is not required for recreation reserves).
Step 7:	The final management plan is produced and implemented, and all those who made submissions are notified that the plan has been prepared and is available if they require a copy.
Step 8:	The Management Plan is kept under continuous review.

4.2 Pou Tu o Te Rangi and Harding Park RMP review process

Section 6 of the Pou Tu o Te Rangi and Harding Park RMP outlines the statutory requirements of the Reserves Act for a review of the RMP and includes the process for reviewing the management plan. Section 6.2 states:

"There is no specific statutory time frame for reviewing the Reserve Management Plan. However, given the inter-relationship between the Reserve Management Plan and the recently notified District Plan (i.e. the District Plan is currently reliant on the Management Plan for controlling activities within the reserve), a review period of 5 years is recommended.

The nature of the review may not necessarily need to be a full and comprehensive review however the decision as to whether to undertake a review and what scale that review should be needs to consider the following:

- Whether the objectives and policies of the Plan remain current.*
- Whether the provisions of the Plan still reflect the use, protection and maintenance desired for the reserve.*
- Whether the implementation of the Plan has facilitated the use and enjoyment of the reserve.*
- Whether the Plan controls development on the reserve to a suitable level.*
- Whether there have been changes in surrounding land uses which affect the use or management of the reserve.*
- Whether the Plan still reflects community and iwi desires for the reserve.*
- Whether the Plan has resulted in any unintended adverse effects through its implementation.*
- If there has been any public feedback about the management or operation of the reserve or the Plan.*

It is recommended that these matters are the minimum considered in determining whether a comprehensive review is undertaken and that a



report is prepared considering these factors and recommending whether a review is necessary and if so, what level of review.

The same report needs to also consider whether the changes proposed to the Plan are of such a nature as constitute a comprehensive review (and thus require public involvement as set out in Sections 41(5) and (5)) or whether a lesser level of review is proposed and full compliance with Sections 41(5) and (5) may not be necessary”.

Section 5 of the RMP sets out the objectives and policies to support the overall shared vision for Pou Tu o Te Rangi and Harding Park being the creation of a quality holistic visitor experience. Under heading Future Maintenance and Asset - the objectives and policies are:

Objective 1 - The Reserve management Plan is to be a living document.

Policies

- *In accordance with the Reserves Management Act 1977 the Council is required to keep Management Plans under continuous review. The Reserve Management Plan is to be renewed at least every ten years.*
 - i. *When the Reserve Management Plan is reviewed and renewed consideration is to be taken of the growth of Dargaville and its surrounds and future recreational and visitor needs*
 - ii. *Pou Tu o Te Rangi/Harding Park is to be enhanced and protected for future generations*

5. Initial Consultation

As part of the initial review process, KDC and Stellar Projects met with the following key parties:

- Pou Tu Te Rangi and Harding Park Joint Management Committee;
- Kaipara Heritage Machinery (Dargaville) Inc;
- Dargaville Museum - Te Whare Taonga o Tunatahi.

The purpose of the consultation was to introduce the RMP review, gain a background understanding of any issues or concerns with the management of the reserves and to generate a discussion around future management.

5.1 Harding Park and Pou Tu Te Rangi Joint Management Committee

Stellar Projects and KDC representatives met with the Harding Park and Pou Tu Te Rangi Joint Management Committee on the 5 June 2020. The main discussion points and key issues raised included:

- Improve utilisation and increase visitor numbers to the reserve
- Opportunities to leverage off other tourist attractions in the Kaipara District



- Leases, sub-leases and concessions (clarification on roles and responsibilities)
- Potential removal/relocation of the Rainbow Warrior masts
- Ongoing maintenance of vegetation and control of pest plants (issue of funding and budgets)
- Having clear guidance and actions, and tracking progress in new management plan (i.e know what has been achieved every year)
- Potential commercial opportunities for the Pou Tu Te Rangi Pā site
- Maintenance of key focus points and view shafts
- Funding opportunities and constraints (i.e how to generate different and a range of funding revenues)
- Operational restrictions created by the current RMP
- Commentary on the current RMP being a lengthy document
- Support for a full-day workshop to go through the RMP in detail.
- Traffic safety issue associated with a hairpin corner near the Rainbow Warrior masts
- Urgency to carry out RMP review in time for the KDC Long Term Plan (June 2021)

5.2 Kaipara Heritage Machinery (Dargaville) Inc

Stellar Projects and KDC representatives met with the Kaipara Heritage Machinery (Dargaville) Inc on the 5 June 2020. The main discussion points and key issues raised included:

- Parking and traffic operations
- Security and fencing (desire to extend fencing)
- Stormwater management
- Clean up required around stormwater pond.

5.3 Dargaville Museum - Te Whare Taonga o Tunatahi

Stellar Projects and KDC representatives met with Dargaville Museum on the 30 June 2020. The main discussion points and key issues raised included:

- Vegetation Management (ongoing issue with trees next to buildings in relation to maintenance and fire safety)
- Traffic Management (safety issues when events and funerals are held, traffic should be directed around the park the other way)
- Management of views (trimming of vegetation on boundary)
- Rainbow Warrior masts (focal point, lit up at night, ongoing maintenance expense)
- Remove one of the angle parks and replace with new parking for cyclists
- Location of drinking fountain (change location or provide more stations)
- Locking of gate at night (requirement to have the site unlocked at night for campervans due to fire safety reasons)
- Control of regrowth and pest plants on the Pā



- Presentation, area behind toilets could be planted out, could improve presentation of arrival area when you walk up to the top of the site from the road.

6. Review Process Recommendations

The RMP *recommends* a review is undertaken every five years and states that a review is *required* every 10 years, while the Reserves Act requires management plans to be kept under continuous review. Given the RMP was adopted in 2012 it is now eight years old and is therefore approaching its required review at 10 years.

In regard to the review process and whether it should comprise of a comprehensive review, the RMP recommends that a report is prepared considering the factors set out in section 6.2 of the RMP and provide a recommendation as to whether a review is necessary and if so, what level of review.

In response to the matters to be considered when determining if a full review is required, the following is noted:

- Consideration as to whether the objectives and policies of the plan remain current needs further consideration.
- From initial discussions, it appears the RMP may still generally reflect the use and protection and maintenance desires. However, some feedback indicated maintenance issues (in particular around vegetation). In addition, further consideration could be given the use of the reserve, noting the mountain bike track is a new use and offer an additional visitor experience.
- Initial feedback from the joint management committee indicated that there needed to be a full review of what had been implemented.
- Initial feedback indicated that the RMP is relatively restrictive.
- There appear to be no major changes in surrounding land use.
- Public consultation and engagement with Te Uri o Hau is recommended to determine if the plan still reflects community and iwi desires for the reserve.
- Initial consultation did not indicate any adverse effects resulting from the implementation of the plan.

It is also noted that KDC Parks and Reserves offices have indicated that they would like to see a comprehensive review of the management plan.

Given the above, it is recommended that a full review of the management plan in accordance with the process set out under section 41 of the Reserves Act.

It is also recommended that the review matters outlined in section 6.2 of the RMP form part of the discussions for the full review process.

7. Consultation and Engagement

7.1 Specific Consultation

As part of the comprehensive review process it is recommended that consideration be given to specific engagement with the following parties:



- Te Uri o Hau - as Tāngata Whenua, as the owners of the Pā and as Kaitiaki. This could be through the environmental subsidiary of Te Uri o Hau Settlement Trust Environs and/or with individual marae. It is recommended that guidance is sought from iwi representatives on Joint Management Committee on who to talk to in the first instance and what may be the appropriate level of consultation and engagement.
- The registered owners of Old Mt Wesley Cemetery and Harding family Cemetery (if it confirmed that Cemeteries are in private ownership). This could involve a one-off meeting.
- All current leaseholders, including the Kaipara Museum and Kaipara Heritage Machinery (Dargaville) Incorporated.
- Adjacent Neighbours – In particular, the owners and occupiers of the properties that share a boundary with the reserves or are located across the road. This could be by way of letter drop and/or residents meeting.
- Mountain Bike track representative/s – given that that the mountain bike tracks is a relatively new development and offer a new visitor experience. This could be by way of a one-off meeting.
- Heritage New Zealand Pouhere Taonga (HNZPT) – Given that the site contains a number of archaeological sites it may be beneficial to seek feedback from HNZPT to determine if from there point of view there has been any management issues in relation to the archaeological sites.

7.2 Public Engagement

To create public awareness and generate feedback on the review of the RMP, KDC and the Joint Management Committee should provide information of the review at the Reserve, this may be by way of information board or similar, and a post/s on the KDC Facebook. Other options to consider include:

- Provide a background document on the reserve management review process on the KDC website. An example of what this could look like is provided as Appendix C.
- Having personal at an information stand that ties in with another event at the park, such as an open day at the Kaipara Heritage Machinery (Dargaville) Club.
- Engagement with schools – get kids to draw pictures of what the reserve could look like or write down ideas
- Focus group or workshop.

8. Summary and Recommended Next Steps

Summary of recommendations:

- A comprehensive review of the management plan is undertaken in accordance with the process set out under section 41 of the Reserves Act.
- The review matters outlined in section 6.2 of the RMP form part of the discussions for the full review process.
- KDC undertake a review of what aspects of the implementation plan have been undertaken.
- Further research is undertaken to confirm the owners of the Old Mt Wesley Cemetery and Harding Family Cemetery.



- Specific consultation and engagement is undertaken with Te Uri o Hau, the owners of Old Mt Wesley Cemetery (if in private ownership), adjacent neighbours, a representative or user/s of the mountain bike track, and potentially HNZPT.
- Methods are undertaken to generate public interest and feedback on the review and RMP.
- Once submissions are received it is recommended that the Joint Management Committee undertakes a workshop to work through the submissions and the current reserve management plan in detail.

Next steps:

- KDC seek approval Pou Tu o Te Rangi Harding Park Joint Management Committee to continue with the comprehensive review of the RMP.
- Determine the consultant and engagement strategy.
- Publicly notify councils' intent to review the RMP.
- Undertake a comprehensive review of the RMP as per section 41 of the RMP (if confirmed by the Pou Tu o Te Rangi Harding Park Joint Management Committee).

References

Pou Tu o Te Rangi and Harding Park, Reserve Management Plan, July 2012.
<https://www.kaipara.govt.nz/uploads/documents/h/Reserve%20Management%20Plan%20July%202012%20FINAL%20-%20full%20appendice%20version.pdf>

Reserves Act Guide, Department of Conservation and Local Government New Zealand, 2016.
<https://www.doc.govt.nz/Documents/about-doc/role/legislation/reserves-act-guide.pdf>

Reserve Act 1977.
<http://www.legislation.govt.nz/act/public/1977/0066/latest/DLM444680.html>
<https://prover.co.nz/property>

Appendices

Appendix A: Section 41 of the Reserves Act 1977

Appendix B: Reserve Management Plan Review Process

Appendix C: PTTRHP Reserve Management Plan Review: Request For Public Feedback Summary Document



Appendix A: Section 41 of the Reserves Act 1977

41 Management plans

- (1) The administering body shall, within 5 years after the date of its appointment or within 5 years after the commencement of this Act, whichever is the later, prepare and submit to the Minister for his or her approval a management plan for the reserve under its control, management, or administration.
- (2) The Minister may extend the time within which an administering body is required to submit its management plan to him or her for approval, where he or she is satisfied with the progress the administering body has made with the preparation of its management plan.
- (3) The management plan shall provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in section 17, section 18, section 19, section 20, section 21, section 22, or section 23, as the case may be, for a reserve of that classification.
- (4) The administering body of any reserve shall keep its management plan under continuous review, so that, subject to subsection (3), the plan is adapted to changing circumstances or in accordance with increased knowledge; and the Minister may from time to time require the administering body to review its management plan, whether or not the plan requires the approval of the Minister under this section.
- (5) Before preparing a management plan for any 1 or more reserves under its control, the administering body shall—
 - (a) give public notice of its intention to do so; and
 - (b) in that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice; and
 - (c) in preparing that management plan, give full consideration to any such comments received.
- (5A) Nothing in subsection (5) shall apply in any case where the administering body has, by resolution, determined that written suggestions on the proposed plan would not materially assist in its preparation.
- (6) Every management plan shall be prepared by the administering body in draft form in the first place, and the administering body shall—
 - (a) give public notice complying with section 119 stating that the draft plan is available for inspection at a place and at times specified in the notice, and



- calling upon persons or organisations interested to lodge with the administering body written objections to or suggestions on the draft plan before a specified date, being not less than 2 months after the date of publication of the notice; and
- (aa) on giving notice in accordance with paragraph (a), send a copy of the draft plan to the Commissioner; and
 - (b) give notice in writing, as far as practicable, to all persons and organisations who or which made suggestions to the administering body under subsection (5) stating that the draft plan has been prepared and is available for inspection at the place and during the times specified in the notice, and requiring any such person or organisation who or which desires to object to or comment on the draft plan to lodge with the administering body a written objection or written comments before a specified date, being not less than 2 months after the date of giving of the notice; and
 - (c) make the draft management plan available for inspection, free of charge, to all interested persons during ordinary office hours at the office of the administering body; and
 - (d) before approving the management plan, or, as the case may require, recommending the management plan to the Minister for his or her approval, give every person or organisation who or which, in lodging any objection or making any comments under paragraph (a) or paragraph (b), asked to be heard in support of his or her or its objection or comments, a reasonable opportunity of appearing before the administering body or a committee thereof or a person nominated by the administering body in support of his or her or its objection or comments; and
 - (e) where the management plan requires the approval of the Minister, attach to the plan submitted to him or her for approval a summary of the objections and comments received and a statement as to the extent to which they have been allowed or accepted or disallowed or not accepted.
- (7) Where under subsection (4) the Minister requires an administering body to review its management plan, he or she may direct that the administering body follow the procedure specified in subsections (5) and (6), and the administering body shall follow that procedure accordingly as if the review were the preparation of a management plan.
- (8) Where in terms of its responsibilities under this Act the administering body of any reserve resolves to undertake a comprehensive review of its management plan, the administering body shall follow the procedure specified in subsections (5) and (6) as if the review were the preparation of a management plan.
- (9) Where under subsection (4) the administering body considers any change not involving a comprehensive review to its management plan is required, it may, if it thinks fit, follow the procedure specified in subsections (5) and (6).
- (10) The administering body or committee or person before which or whom any person appears at any hearing in support of any objection or comments shall determine its or his or her own procedure at the hearing.



- (11) The administering body shall in the exercise of its functions comply with the management plan for the reserve and any amendment thereof, being, in the case of a plan or an amendment that requires the approval of the Minister, a plan or an amendment so approved.
- (12) No approval by the Minister for the purposes of this section shall operate as an approval or a consent for any other purpose of this Act.
- (13) Where a recreation reserve is vested in a local authority or a local authority is appointed to control and manage a recreation reserve, the local authority shall not be required to submit its management plan to the Minister for approval, unless the terms of vesting or of appointment to control and manage the reserve so require:

provided that the local authority shall make its management plan available for inspection by or on behalf of the Minister whenever so required.
- (14) The Minister may, by notice to them, require the administering bodies of reserves in any locality to consult with each other in the preparation of their management plans so that the management plans are integrated for the benefit of the locality.
- (15) Where under this Act the approval or consent of the Minister is required to any action by an administering body, the Minister may, at his or her discretion, refuse to grant his or her approval or consent unless and until the administering body has submitted its management plan for approval (whether or not the plan otherwise requires the approval of the Minister under this section) and the plan has been approved by him or her.
- (16) This section shall not apply in respect of any government purpose reserve or local purpose reserve unless the reserve is vested in an administering body or an administering body is appointed to control and manage the reserve, and the Minister in the notice of vesting or notice to control and manage directs that this section is to apply in respect of the reserve.



Appendix B: Reserve Management Plan Review Process

source: <https://www.doc.govt.nz/Documents/about-doc/role/legislation/reserves-act-guide.pdf>

Stage	Lead Person	Actions
1	Officer	Makes a decision to begin the process. Determines the areas of land to be covered by the plan. Determines which areas are reserves subject to the Reserves Act 1977. Confirms that the council is the administering body for the reserve(s) or the owner of other area(s).
2	Officer	Determines whether or not there are any unclassified reserves to be covered by the plan. Determines whether or not the council has the power to classify the unclassified reserves. If the council does not have the power then requests the Minister of Conservation ² to classify any reserve. •If the council does have the power then decides whether or not to integrate the classification with this process (see Stage 3). (NB There may be reserves in both categories.)
3	Officer	Decides whether or not to recommend exemption from public notice of the intention to prepare the plan. If the officer decides not to recommend such an exemption then deals only with classification before proceeding to Stage 5. Makes recommendations to council, including those relevant to reserve classification if appropriate to decision made at Stage 2.
4	Council	On the recommendation of the officer, resolves (in terms of s.41(5A)) whether to determine that written suggestions on the proposed plan would not materially assist in its preparation. Resolves (in terms of s.16(2A)) how to classify any unclassified reserve(s) of the types covered by that subsection.
5	Officer	If the council agrees to the exemption, then proceeds to Stage 6. If the council declines the exemption or exemption was not sought then prepares information for public release (see also Chapter 5). Gives public notice of invitation in accordance with s.41(5) and (if appropriate) gives notice to the Commissioner ⁴ under s.16(2B). Records the council's decision about the reserve classifications under s.16(2A).
6	Officer	Drafts management plan, giving full consideration to any comments received as a result of public invitation (s.41(5)(c)).
7	Officer	Finalises and submits draft plan to council for consideration (if required by council practice).
8	Council	On submission by officer approves draft plan for public release Determines hearing procedure (s.41(10)).
9	Officer	Acts on council decision if Stages 7 and 8 occur. Gives public notice in accordance with s.41(6)(a) Sends copy of the plan to the Commissioner (s.41(6)(aa)).



		If a public invitation was given at Stage 5 then sends written notice in accordance with s.41(6)(b). Arranges for the draft plan to be available in accordance with s.41(6)(c).
10	Officer	Arranges any hearing required in accordance with s.41(6)(d) (see also s.41(10)). Arranges a report on any hearing.
11	Officer	Summarises objections and comments and prepares recommendations to council on extent to which they should be allowed or accepted or disallowed or not accepted. Submits to council.
12	Council	Makes decision on extent to which the objections and comments will be allowed or accepted or disallowed or not accepted.
13	Officer	Makes alterations to plan in accordance with council decisions. If council holds the power of approval then submits revised plan for approval by council. If MOC holds the power of approval then submits revised plan to MOC with a copy of the council's decision at Stage 12 (s.41(6)(e)). If dual approval is required then submits revised plan to council, and afterwards to MOC with a copy of the council's decision at Stage 12 (s.41(6)(e)).
14	Officer	Acts on council/MOC decision(s) on submitted plan.
15	Council	Makes a decision to amend the plan. Decides whether or not to go through public process (s.41(9)).
16	Officer	Completes action in accordance with council decision and the relevant provisions of s.41.
17	Council	Makes decision to review the plan (s.41(8)).
18	Officer	Goes through or initiates action under Stages 2 to 14 (s.41(8)).

**"Officer" refers to the employee or contractor of the council authorised to undertake the action. "Minister of Conservation" or "MOC" refers to the officer in DOC exercising the delegated authority on behalf of the Minister.
"Council" refers to the full Council.*



**Appendix C: PTTRHP Reserve Management Plan
Review: Request For Public Feedback
Summary Document (attached separately)**

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Appendix C: PTTRHP Reserve Management Plan Review: Request For Public Feedback Summary Document

Introduction

We've written this document to introduce you to the Pou Tu o Te Rangi and Harding Park Reserve Management Plan Review process.

The Pou Tu o Te Rangi and Harding Park Reserve Management Plan 2012 is a guide for the Council and the Pou Tu Te Rangi Joint Management Committee for the ongoing joint management of Pou Tu o Te Rangi and Harding Park.

The Reserve Management Plan is now eight years old and needs reviewing to ensure it meets the requirements of the Reserves Act and the aspirations of the community.

This document includes background information about the review process, key issues to consider, and how you can be involved in determining the future direction of Pou Tu o Te Rangi and Harding Park.

What is a reserve management plan?

One of the responsibilities of the Council under the Reserves Act 1977 is to manage these reserves efficiently both now and in the future.

Reserve management plans set out how council intends to provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent resources permit, the development of reserve.

Reserve management plans contain statements that guide how council will manage its reserves. For example, they help establish how we will balance the protection of natural resources with recreational opportunities for the community. Reserve management plans are subject to continuous review to adapt to changing circumstances.

The Pou Tu o Te Rangi and Harding Park Reserve Management Plan will reflect what residents value about the reserves now, and how they use them. It will also identify issues that should be considered as reserves are managed and developed in the future, to make sure they meet the needs of future generations.

How is a management plan prepared?

Management plans are prepared with the involvement of the whole community.

A key part of the process is consulting with members of the public. We will also speak to the Dargaville Museum and Kaipara Heritage Machinery (Dargaville) Inc, and groups and organisations that use Pou Tu o Te Rangi and Harding Park Reserve on a regular basis. Throughout we are working closely with mana whenua to make sure that the Pou Tu o Te Rangi Harding Park Reserve Management Plan reflects Māori values and aspirations.



Public Consultation

The Reserves Act 1977 details the following process for the full review of the management plan:

Stage	Process
1	Council publicly notifies its intention to prepare the management plan and invites interested parties / persons to send in written suggestions on the proposed plan within a set time period (usually one month).
2	A draft management plan is prepared giving consideration to comments received (see below for further consultation detail).
3	The draft management plan is adopted and advertised for submissions for a minimum of two months
4	Consideration is given to submissions and objections and a hearing is held
5	Appropriate changes are made to the management plan
6	The final management plan is adopted by Council and signed and sealed (Ministerial approval is not required for recreation reserves).
7	The final management plan is produced and implemented, and all those who made submissions are notified that the plan has been prepared and is available if they require a copy
8	The Management Plan is kept under continuous review

There are three opportunities for members of the public to participate in the consultation process being:

- Initial feedback from the public is gathered on what the review should include
- Feedback on the draft reserve management plan is sought from the public
- A hearing is held where members for the public can express their views on the draft reserve management plan.

The current reserve management plan

A full copy of the current reserve management plan can be found here: <https://www.kaipara.govt.nz/uploads/documents/h/Reserve%20Management%20Plan%20July%202012%20FINAL%20-%20full%20appedice%20version.pdf>

We want to hear from you

We want to understand how you use Pou Tu o Te Rangi and Harding Park Reserve, and how you'd like to use the reserves in the future. We'd also like to hear about any issues you think the Council should address as we review the management plan. We hope to hear from a wide range of people, so we can make sure that the Management Plan truly reflects the views of the Kaipara Community.

Key considerations

Key points you may wish to consider when providing feedback m

Encouraging use of the reserves

How the reserves can be managed and/or developed to encourage and provide for a range of users and increase visitors to the reserves.

Improving visitor experience

The reserve offers a range of visitor experiences including Maori cultural/ heritage, European history, passive and activity recreation experiences. How the reserves can be managed to enhance visitor experience.



Recognising different park uses

The reserves should meet the needs of a wide range of users.

Recognising and protecting historical and cultural significance

Pou Tu o Te Rangi Pa, Harding Park, the Old Mount Wesley Cemetery and the Harding Park Family Cemetery is an area rich in history and culture of both Maori and European. The reserves need to be managed to recognise and protect the sites historical and cultural significance.

Protecting, maintenance and enhancement of landscape and natural character

To reserves have significant views of the surrounding landscape.

Funding for the reserve

To provide for development of the reserve a range of funding options need to be explored. Currently Pou Tu o Te Rangi and Harding Park receives very little funding outside that allocated by Council.

Leasing and Licensing

Currently the Kaipara Heritage Machinery (Dargaville) Club and the Dargaville museum hold head leases. There may be additional leasing, licences or concessions in the future.

Provide your initial feedback

Tell us what we should consider in the review process and what we should include in the draft Reserve Management plan – Insert detail here on how the public can have their say.