

# **Agenda/Panui**

---

## **Ngā Poutiriao o Mauao** **Mauao Joint Administration Board**

---

**Venue:** Tauranga City Council Te Awanui  
Harbour Room  
Mt Maunganui

**Date:** Tuesday, 1 December 2015

**Time:** 9.30 am

# **Agenda/Panui**

---

## **Ngā Poutiriao o Mauao (Mauao Joint Administration Board)**

**Meeting No. 11**

**Tuesday, 1 December 2015**

**9.30 am**

**Te Awanui Harbour Room – Tauranga City Council**

---

### **OPEN SECTION**

**Karakia**

**Apologies**

**Acceptance of Late Items**

**Confirmation of Minutes / Matters Arising**

- (i) Previous Minutes for Confirmation dated 6 October 2015 (attached) (Pgs. 1-5)**
- (ii) Matters Arising**

**Declarations of Conflicts of Interest**

**Business**

- 1. Mauao Operational Report November 2015 (Pgs. 6-22)**

To inform Nga Poutiriao o Mauao (Mauao Joint Administration Board) of operational matters from October to the end of November 2015 and seek guidance from the board on operational matters for the coming period.

- *Attachment A Remotely Piloted Aircraft Systems (RPAS) over Mauao – Pg.11-19*
  - *Attachment B Mauao Operational Budget Breakdown – Pg. 20*
  - *Attachment C Mauao 2015/16 Events Calendar – Pg. 21-22*
-

**2. Review of the Mauao Historic Reserve Management Plan**

**(Pgs. 23-25)**

To update Nga Poutiriao o Mauao on progress with the review of the Mauao Reserve Management Plan.

**3. Next Meeting**

The next meeting of Ngā Poutiriao o Mauao has been scheduled for 2 February 2016 – 9.30 am.

**Karakia**



## MINUTES

# Ngā Poutiriao o Mauao

Mauao Joint Administration Board

### Meeting No. 10

Tuesday, 6 October 2015  
9.30 am

Whareroa Marae, Te Te Awanui Harbour Room o Tukorako Lane, Mount Maunganui

### OPEN SECTION

#### Members Present:

s 7(2)(a) - Privacy

s 7(2)(a) - Privacy

(Ngati Ranginui Iwi)

s 7(2)(a) - Privacy

(Waitaha a Hei)

#### Also Present:

s 7(2)(a) - Privacy

(Mauao Trustee)

s 7(2)(a) - Privacy

(Mauao Trustee)

s 7(2)(a) - Privacy

(Mauao Trustee)

s 7(2)(a) - Privacy

(Mauao Trust)

s 7(2)(a) - Privacy

(NZ Historic Places Trust)

s 7(2)(a) - Privacy

(Department of Conservation)

s 7(2)(a) - Privacy

(Department of Conservation)

s 7(2)(a) - Privacy

(Wildland Consultants Ltd.)

s 7(2)(a) - Privacy

(Planning Consultant)

#### Apologies:

s 7(2)(a) - Privacy

(Ngai Te Rangi)

#### In Attendance:

s 7(2)(f)(ii)



1. **Karakia**

Mr Ngatai opened the meeting with a Karakia.

2. **Apologies**

Moved: Mr Coffin / Seconded: s 7(2)(a) - Privacy

**That it be Resolved**

***That the Ngā Poutiriao o Mauao – Joint Administration Board:***

***Receive apologies from s 7(2)(a) - Privacy (Ngai Te Rangi), s 7(2)(f)(ii)***

s 7(2)(f)(ii)

**CARRIED**

3. **Confirmation of Minutes / Matters Arising**

Moved: Cr Morris/ Seconded: s 7(2)(f)(ii)

**That it be Resolved**

***That the Ngā Poutiriao o Mauao – Joint Administration Board:***

***(a) Confirm the previous minutes dated 4 August 2014 – Meeting No.9 as a true and correct record.***

**CARRIED**

**BUSINESS**

4. **Mauao Operational Report September 2015**

s 7(2)(f)(ii)

s 7(2)(f)(ii) highlighted key aspects of the report and answered questions.

**Points Raised by Members**

- Interested in creation of an approval mechanism for commercial use of drones/UAVs.
- The Trust had not given permission for drones to use airspace over Mauao.
- Temporary signage could be used to inform the public regarding seals.

**In Response to Questions**

- Hand gliders had historically been allowed to access Mauao
- Department of Conservation staff suggested a wananga for the handling of dead seals.

**Action:**

- s 7(2)(f)(ii) to bring back proposals around approval mechanism for commercial use of airspace over Mauao.
- s 7(2)(f)(ii) to follow-up with Department of Conservation regarding future burial of seals.
- s 7(2)(f)(ii) to provide the upcoming events calendar to the Board.

**Action By:**

s 7(2)(f)(ii)

**Action by When:** Prior to the next meeting of the Board.

s 7(2)(f)(ii)

**That it be Resolved**

***That the Ngā Poutiriao o Mauao – Joint Administration Board:***

- (a) Receive the Mauao Operational Report September 2015.***
- (b) Support staff recommendation to plant memorial Pohutukawa in the vicinity of where Jack Dixon was swept away by a wave on 1 October 2014.***
- (c) Support staff recommendation to respond to specific drone/UAV requests on a case by case basis with approval from the Board Chairperson or Deputy Chairperson.***
- (d) Support staff recommendation to work collaboratively with the Department of Conservation to develop some on site temporary signage regarding the seal population and behaviours for the Mauao base track. Staff to work with Communications team on the provision of public information/education around seals.***

**CARRIED**

**5. Review of the Mauao Historic Reserve Management Plan**

s 7(2)(a) - Privacy Wildland Consultants, provided **Powerpoint presentation (A)** on the updated Conservation Plan which was undertaken as part of the review and outlined the following:

**Key Points**

- Vision of the Mauao Trust
- Previous work and plans
- 2015 Plan update
- Ecological context
- Cultural values
- Landscape context
- Archaeological condition key findings
- Management implementation
- Archaeological features
- Pest plants and animals
- Threatened plants
- Monitoring
- Key Management drivers and actions.

**Points Raised by Members**

- Concerns were raised regarding the content of the archaeological report.

**In Response to Questions**

- Recommended the installation of a pest control fence to keep out rabbits.
- Staff advised that the Conservation Plan, along with the Archaeology Plan, Ecological Assessment, CPTED, and the Cultural Assessment all fed into the Reserve Management Plan.

**Action:**

- s 7(2)(f)(ii) to arrange archaeologist to provide a peer review of the archaeological points in the Conservation Plan.

**Action By:**

s 7(2)(f)(ii)

**Action by When:**

Prior to the next meeting of the Board.

**Moved: Mr Coffin / Seconded: Cr Clout****That it be Resolved*****That Ngā Poutiriao o Mauao – Joint Administration Board:***

- (a) ***Receives the report – Review of the Mauao Historic Management Plan.***
- (b) ***Receives the updated Conservation Plan.***
- (c) ***Agrees to Council notifying the intent to review the Mauao Historic Reserve Management Plan and inviting written submissions.***

**CARRIED****Moved:** s 7(2)(a) - Privacy **/ Seconded:** s 7(2)(a) - Privacy**That it be Resolved*****That the Ngā Poutiriao o Mauao – Joint Administration Board:***

- (a) ***Request Council to commission a feasibility study for the erection of a pest proof fence for Mauao.***

**CARRIED****6. Presentation – Mauao Trust Strategic Plan Review**

s 7(2)(a) - Privacy Planning Consultant, provided **Powerpoint presentation (B)** which outlined the following:

**Key Points**

- Our process
- Key components
- Strategic goals.

**Points Raised by Members**

- s 7(2)(a) - Privacy signalled his intention to bring a paper to the Board which examined ways of recognising significant ceremonial spaces throughout the South Pacific.

**Action:**

- s 7(2)(f)(ii) to arrange printing and distribution of the draft strategic plan to the Board.

**Action By:**

s 7(2)(f)(ii)

**Action by When:**

Prior to the next meeting.



7. **Next Meeting**

The next meeting of Nga Poutiriao o Mauao was scheduled for 1 December 2015 at 9.30 am in the Te Awanui Harbour Room, Civic Offices, Willow Street.

8. **Karakia Whakamutunga**

s 7(2)(a) - Privacy

closed the meeting with a Karakia.

---

The meeting closed at 12.05 p.m.

---

---

## Mauao Operational Report November 2015

---

### Purpose

1. To inform Nga Poutiriao o Mauao (Mauao Joint Administration Board) of operational matters from October to the end of November 2015 and seek guidance from the board on operational matters for the coming period.

### Executive Summary

2. This report identifies the key operational issues and achievements over the reporting period October-November, including three recommendations from the operational team and three attachment items for consideration. It also highlights up and coming operational work of interest to the Board, ongoing visitor counter records and an up to date events calendar for the Mauao, main beach and pilot bay areas.

### Recommendation/s

- (a) That the Nga Poutiriao o Mauao receive the operational report for November 2015.
- (b) That in respect to Remotely Operated Aircraft Systems over Mauao the recommendations within Section 9 of the Attachment A are approved.
- (c) That approval is given for the Parks and Recreation Team to take a paper to Council as part of the Annual Plan process for an additional \$30,000 to conduct a feasibility study outlining the issues and options and cost estimates of the options available for pest control at Mauao.

### Discussion

#### 3. Operation of Remotely Piloted Aircraft Systems on Mauao

Attachment A discusses the use of Remotely Piloted Aircraft Systems (RPAS or drones) on Mauao and options for moving forward now the civil Aviation Authority has changed the rules for the use of drones across New Zealand.

Refer to Recommendation (b).

#### 4. Pest Control Feasibility study

A detailed assessment of options to reduce pest damage is estimated to cost \$30,000. Options to be considered include measures such as predator proof fence and more regular pest control. The assessment would need to take into account matters such as costs, all environmental impacts, heritage and the Reserve Management Plan.

Refer to Recommendation (c).

#### 5. Independent Review of Existing Pest Populations and Control Programme

An independent animal pest control contractor has been engaged to review the existing pest control programme in relation to best practice. This review will be undertaken in November/December 2015 and will provide an independent analysis of existing animal pest populations and current control methods and make



recommendations for improvements to the existing pest control programme. The outcome of this investigation will be brought back to the Board for consideration.

6. **Operational Budget**

A summary of the existing operational budget breakdown is provided in Attachment B. This budget is largely committed through existing contract works and planned unscheduled spends for the 2015/16 year and reflects the actual cost of maintaining the site. It is worth noting that attempting to fund the aforementioned feasibility study from this budget would have a significant impact on the operational management of this reserve.

7. **Event Calendar**

An event calendar for Mauao, Main Beach and Pilot Bay events is included in Attachment C

8. **Memorial Planting Planned**

The Parks Asset Coordinator - Mauao is working with s 7(2)(f)(ii) to enable the approved memorial Pohutukawa planting in the coastal margin for May 2016

9. **Working with the Department of Conservation to Develop Seal Signage**

Work is underway with the Department of Conservation to develop some generic signage for the wider mount area to better inform visitors about marine life and in particular seals and their normal behaviours. Implementation is targeted before the next seal season in May 2016

10. **Replacement Track Counters**

Replacement track counters have been ordered and the new and improved technology will enable more accurate, reliable and improved understanding of visitor trends on the Maunga. The proposed installations will enable separate analysis of the base track, four wheel drive track, Waikorere Track and the Oruahine tracks. Installation is planned for December 2015

11. **Planting Programme Planning**

Planning is underway for the May/June 2016 planting programme. Volunteer efforts will continue to be focussed on the fenced eastern planting area with community partners. Contracted attention will be focussed on the Pilot Bay entrance banks and the coastal margin above the base track linking the existing established forest area with the fenced petrel habitat due to the steep erosive nature of the terrain and need for professional involvement.

12. **Routine Maintenance Undertaken this Period**

- Plant and animal pest control
- Four wheel drive track maintenance
- Walkway maintenance
- Sign and structure maintenance

13. **Gate Renewals Planned**

Planning is underway for the replacement of some of the existing kissing and vehicle gate combinations on the four wheel drive access road for improved visitor access



and function for stock management. This work will require an authority from Heritage New Zealand.

14. **Fire System Familiarisation**

Pre-suppression fire training / familiarisation with key staff and New Zealand Fire Service Staff is planned for late November 2015 to ensure capacity and capability in the event of a fire this coming season.

15. **Arboriculture Tree Work Priorities**

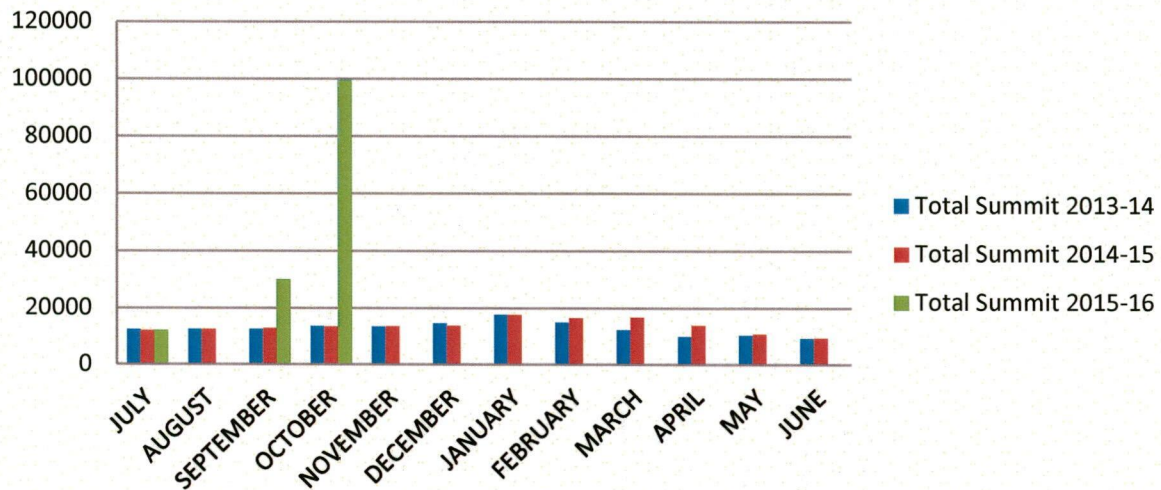
An initial site visit was held with the city arborist to look at arboriculture priorities in relation to visitor safety and risk management. Key priorities have been identified and further planning will be underway in the coming months to establish a work plan for delivery post the busy summer season.



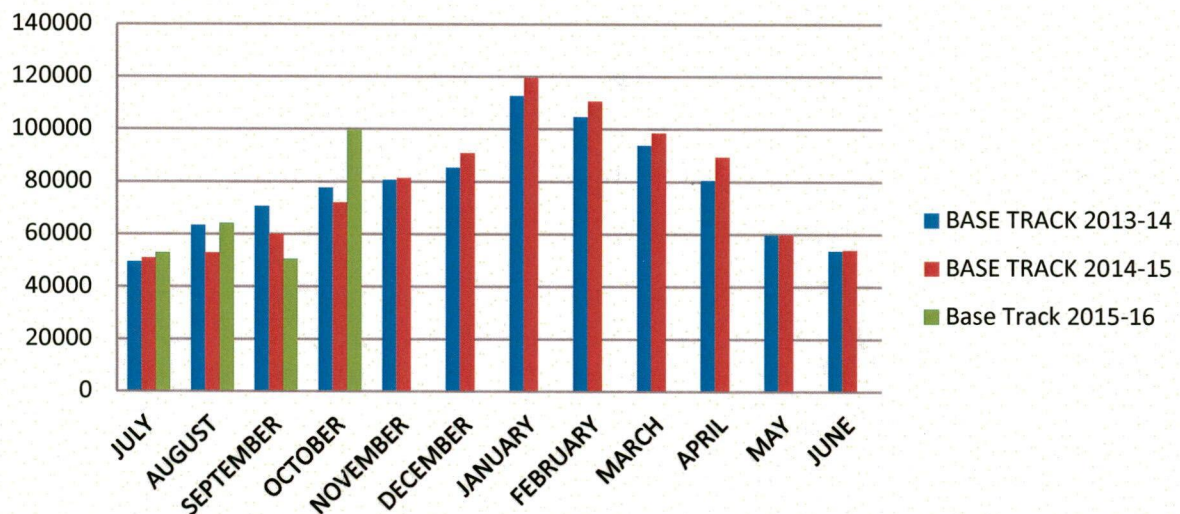
Image showing the identified tree work locations: the Poplar stand by the reservoir, and Old Man Pine and Macrocarpa trees above the Summit Road and Pilot Bay Quay Area.



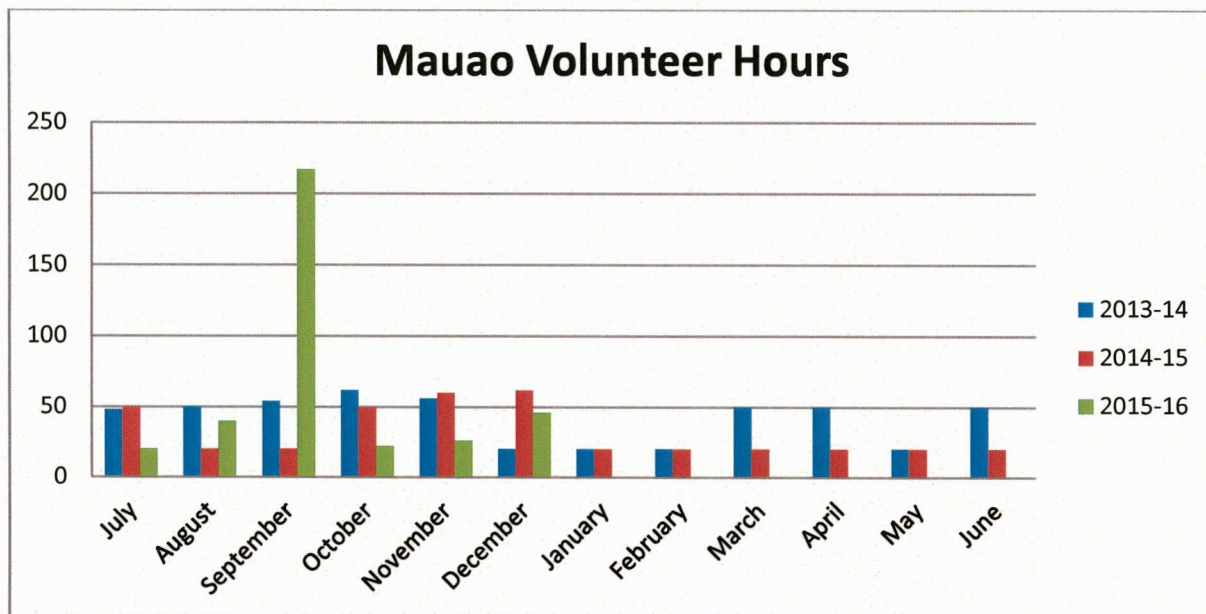
### Mauao Summit Track Visitor Counts



### Mauao Base Track Visitor Counts







## Attachments

| No. | Title                                                                                |
|-----|--------------------------------------------------------------------------------------|
| A   | Remotely Piloted Aircraft Systems (RPAS) over Mauao<br><i>Objective ID: A6673486</i> |
| B   | Mauao Operational Budget Breakdown<br><i>Objective ID: A6685312</i>                  |
| C   | Mauao 2015/16 Events Calendar<br><i>Objective ID: A6685313</i>                       |

## Signatories

|             |                           |
|-------------|---------------------------|
| Authors     | [Redacted Signature Area] |
| Authorisers |                           |



# Nga Poutiriao o Mauao (Mauao Joint Administration Board) Briefing - Operation of Remotely Operated Aircraft Systems on Mauao

## Briefing Date & Location

1 December 2015, Te Awanui Room, Tauranga City Council

## Subject Matter

Operation of Remotely Operated Aircraft Systems on Mauao

## Presenter(s)

s 7(2)(f)(ii)

## External Presenter(s)

nil

## Purpose of Briefing

1. This report seeks direction regarding rules to manage the operation of Remotely Piloted Aircraft Systems (RPAS) over Mauao.

## Executive Summary

2. Due to recently introduced Civil Aviation Authority (CAA) rules regarding the operation of Remotely Piloted Aircraft Systems (RPAS) over public land, the Mauao Trust would like to develop some rules to address potential requests to fly over Mauao.
3. The current policy for Mauao is that no RPAS are permitted to operate.
4. Tauranga City Council (the Council) has developed rules to manage RPAS operating over its reserves. In essence, the rules provide "blanket" approval, subject to a number of specific conditions. There are some notable exceptions, which are dealt with on a case-by-case basis.
5. TCC does not charge any fees to RPAS operators.
6. There are a number of key issues to consider when developing some rules.
  - Should RPAS be allowed to operate over Mauao?
  - Should a fee be charged?
  - How would the applications/requests be processed?
7. Direction is sought from Nga Poutiriao o Mauao (Mauao Joint Administration Board) to develop rules that:



- meet the outcomes required for the management of Mauao
  - can be practically managed to meet the expectations of RPAS operators
  - can meet the legal requirements of the Reserves Act.
8. Once decisions have been made on the rules' direction, detailed rules, a fee regime and procedures will need to be developed.

## Recommended Options

9. It is recommended that the Nga Poutiriao o Mauao (Mauao Joint Administration Board):
- give "blanket" permission for commercial and maintenance RPAS to operate over Mauao, subject to compliance with specific conditions
  - do not permit recreational RPAS to operate over Mauao.
  - do not charge fees.
  - engage TCC to manage the approval process.

## Background Information

10. At the Mauao Joint Administration Board Meeting of 6 October 2015, Board Members requested staff to develop a proposal for some rules to manage use of airspace over Mauao by Remotely Piloted Aircraft Systems (RPAS).
11. RPAS include the following vehicles: Unmanned aerial vehicles (UAVs), Unmanned Aerial Systems (UAS), drones and model aircraft.
12. Rules specifically relating to the operation of RPAS were introduced by the Civil Aviation Authority of New Zealand (CAA) on 1 August 2015. These rules require operators to obtain approval from the land owner or the occupier of the land over which they wish to fly a RPAS. These rules are in addition to existing CAA and Air Traffic Control rules on where and how people can fly RPAS, and what permissions are required before doing so.
13. The rules were introduced by the CAA to address safety concerns caused by the growth in the number of RPAS operating.
14. Tauranga City Council (TCC) has developed a set of rules around the operation of RPAS over TCC owned parks. These are available on TCC's website for people to refer to.
15. With respect to operating RPAS over TCC owned parks, TCC's current position is:
- permission is automatically granted, i.e. there is no application or approval process, as long as all CAA rules are complied with, plus a number of specific TCC imposed rules. These rules are included at **Attachment A**
  - there are some minor exceptions to the "blanket" permission, which are assessed on a case-by-case basis
  - commercial operators and recreational operators are not differentiated between when applying TCC's rules
  - TCC does not charge any fees for the operation of RPAS over reserves.
16. As TCC are not the owners of Mauao, the rules developed do not apply to Mauao. The information on TCC's website clearly states this, and also states that the Mauao Trust do not give permission for any RPAS to fly over Mauao.



17. It is likely that at some stage, Mauao Trust will be asked for permission to fly RPAS over Mauao, and therefore would like to develop some rules on how such applications/requests will be managed.
18. There are three main types of RPAS operations that are likely to request permission to operate over Mauao.
19. Recreational operators: generally consisting of members of the public who have purchased RPAS for their own personal recreation.
20. Commercial operators: generally consisting of businesses who wish to take film footage to showcase the scenery of Mauao and surrounding areas.
21. Maintenance operators: generally consisting of operators engaged by TCC or the Mauao Trust to undertake management and maintenance functions of Mauao e.g. inspections of remote or inaccessible locations. On Mauao this could include inspections of rock formations for instability, and other visual inspections that might otherwise be dangerous.

## Issues

22. The key issues to be considered when developing and implementing the rules are discussed below.

### Issue A – Operation of RPAS over Mauao

23. Should RPAS be allowed to operate over Mauao? If yes, should all RPAS be permitted, subject to conditions (similar to TCC's current rules); or should permission be restricted to certain operator types; or should each application/request be assessed on a case-by-case method?
24. Key issues to consider when making this decision are safety, privacy, and the protection of the significant cultural, historical and recreational values of the mountain. All of these issues can be addressed to some degree by imposing rules around safe flying operations, and being respectful to users of the mountain. However, the protection of cultural, historical and recreational values are more likely to be able to be protected through imposing rules on the type of operators permitted on the mountain, which would as a result restrict the number of RPAS operating.

### Issue B: Fee Regime

25. Should a fee be charged?
26. Mauao is classified as an Historic Reserve under the Reserves Act 1977. Requirements for holding and use of fees are prescribed in the Act.
  - holding and spending of fees must be undertaken by the administering body, to protect and preserve *"in perpetuity such places, objects, and natural features, and such things thereon or therein contained as are of historic, archaeological, cultural, educational, and other special interest"*.
  - The fees collected can only be used to manage, administer, maintain, protect, improve and develop the reserve, and for no other purpose.
27. Currently, the administering body is TCC. There are future plans to change the administering body to the Mauao Joint Administration Board.
28. If fees are charged, a process to ensure that collection, holding and management of the expenditure of fees will need to be developed to meet the requirements of the Reserves Act.



29. The process would most likely need to include issuing a site use agreement to the operator and an invoice being generated, and will likely result in an increased need for administration resources.
30. If no fees are charged, then the process of providing approval for RPAS to operate could be simple, and similar to the current scenario adopted by TCC for its reserves.

### **Issue C: Processing of Applications/Requests**

31. How would the applications/requests be processed - timeframes, resources?
32. Processing any applications/requests needs to be considered in terms of who would process them, and the resources required to respond in a timely manner.
33. If fees are to be charged, or applications are to be assessed on a case-by-case basis, it will be necessary to provide a responsive and timely application processing service.
34. Previous experience by TCC staff when dealing with applications/requests to operate over TCC parks has shown that commercial operators require speedy responses to requests, typically 24 to 48 hours, so resources need to be available to process applications/requests within these very short timeframes.
35. If "blanket" permissions are given for qualifying activities, subject to compliance with specific conditions, and no fees charged, then processing resources will be minimal.
36. However, if fees are to be charged, then processing will be significantly more time consuming, as a site use agreement and invoice would need to be generated for each operator individually.

### **Summary**

37. There are multiple options available to address the issues.
38. Selection of a combination of options to address the issues needs to be done carefully to ensure that the combination achieves the outcomes required and is practical to implement. Some combinations of options would be impractical.

## **Options**

39. Issue A: Operation of RPAS over Mauao

| Option | Description                                                                                                                                        | Pros                                                                                                                                                          | Cons                                                                                                                     |
|--------|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| A1     | Do not give permission for any RPAS to operate over Mauao.                                                                                         | There will be no adverse effects on safety or privacy of users, nor on the cultural, historical or recreational values of Mauao.<br><br>No compliance issues. | No opportunity to use RPAS to undertake maintenance activities.                                                          |
| A2     | Give "blanket" permission for recreational, commercial and maintenance RPAS to operate over Mauao, subject to compliance with specific conditions, | Opportunity to use RPAS to undertake maintenance activities.<br><br>Easy rules to manage if no fees are charged.                                              | Probable adverse effects on safety or privacy of users, and on the cultural, historical or recreational values of Mauao. |

| Option                           | Description                                                                                                                                                                                                                                                                | Pros                                                                                                                                                                                                                                                                               | Cons                                                                                                                                                                                                                                               |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                  | including payment of fees if they are to be charged.                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                    | If fees are charged, will be a very time consuming approval process.                                                                                                                                                                               |
| <b>A3<br/>Recommended option</b> | <p><b>Give “blanket” permission for commercial and maintenance RPAS to operate over Mauao, subject to compliance with specific conditions, including payment of fees if they are to be charged.</b></p> <p><b>Recreational operators are not permitted to operate.</b></p> | <p><b>Opportunity to use RPAS to undertake maintenance activities, therefore less requirement for manual inspections.</b></p> <p><b>Easy rules to manage if no fees are charged.</b></p>                                                                                           | <p><b>Possible adverse effects on safety or privacy of users, and on the cultural, historical or recreational values of Mauao.</b></p> <p><b>If fees are charged, will be a very time consuming approval process.</b></p>                          |
| A4                               | <p>Give “blanket” permission for maintenance RPAS to operate over Mauao, subject to compliance with specific conditions.</p> <p>Recreational and commercial operators are not permitted to operate.</p>                                                                    | <p>Minimal adverse effects on safety or privacy of users, and on the cultural, historical or recreational values of Mauao.</p> <p>Easy rules to manage.</p> <p>Opportunity to use RPAS to undertake maintenance activities, therefore less requirement for manual inspections.</p> | <p>Does not provide the opportunity for commercial operators to fly over Mauao.</p> <p>This would restrict opportunities to showcase Mauao and surrounding areas.</p>                                                                              |
| A5                               | Assess all applications on a case-by-case basis, and apply conditions as required, including payment of fees if they are to be charged.                                                                                                                                    | High level of control on the types and numbers of operators and reduced potential to create adverse effects on safety or privacy of users, and on the cultural, historical or recreational values of Mauao.                                                                        | <p>Likely to cause significant resource to be required to manage the applications/requests in a timely manner.</p> <p>Possible adverse effects on safety or privacy of users, and on the cultural, historical or recreational values of Mauao.</p> |

## 40. Issue B: Fee Regime

| Option | Description | Pros | Cons |
|--------|-------------|------|------|
|--------|-------------|------|------|



| Option                               | Description                                                                                                              | Pros                                                                                                                                                      | Cons                                                                                                                                                                                                                                         |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>B1<br/>Recommended<br/>Option</b> | <b>Do not charge a fee.</b>                                                                                              | <b>Approval process will be simple.</b><br><br><b>No Reserves Act legislation requirements.</b>                                                           | <b>Processing costs not able to recovered,</b>                                                                                                                                                                                               |
| B2                                   | Charge fee to cover administration of applications.                                                                      | Application/request processing costs will be covered.                                                                                                     | Will require a site use approval and invoicing process to be established.<br><br>Process needs to be developed to satisfy requirements of Reserves Act.                                                                                      |
| B3                                   | Charge fee to cover administration of applications and to provide funds to maintain, protect, improve and develop Mauao. | Application/request processing costs will be covered.<br><br>Funds gathered to assist with maintenance, protection, improvement and development of Mauao. | Will require a site use approval and invoicing process to be established.<br><br>Process needs to be developed to satisfy requirements of Reserves Act.<br><br>Fees charged may be disproportionate to the benefits of operating over Mauao. |

## 41. Issue C: Processing of Applications/Requests

| Option                               | Description                                                                                                                 | Pros                                                                                                                          | Cons                                                                                                                                                           |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>C1<br/>Recommended<br/>Option</b> | <b>Processing undertaken by TCC staff on behalf of Mauao Trust – full decision making authority delegated to TCC staff.</b> | <b>TCC resources could be allocated to meet required timeframes.</b><br><br><b>Decisions can be made in short timeframes.</b> | <b>Decision may not be supported by Mauao Trust.</b><br><br><b>TCC resources would need to be funded by some means.</b>                                        |
| C2                                   | Processing undertaken by TCC staff on behalf of Mauao Trust – decision making authority held by Mauao Trust.                | TCC resources could be allocated to meet required timeframes.<br><br>Decisions will be supported by Mauao Trust.              | Processing timeframes may be delayed due to requirement for consultation process with Mauao Trust.<br><br>TCC resources would need to be funded by some means. |
| C3                                   | Processing undertaken by Mauao Trust.<br><br>This option only available if fees are not charged.                            | Decisions will be made directly by Mauao Trust.                                                                               | Mauao Trust may not have sufficient resource.                                                                                                                  |

## Next Steps

42. Once decisions have been made on the rules' direction, detailed rule contents and procedures will need to be developed to implement the rules.



## Attachment A: Rules applicable to all RPAS that operate over TCC Parks

**The following rules apply to these types of aircraft:**

- unmanned aircraft weighing less than 25kgs on public land
- electric-powered, remote-controlled model aircraft commonly referred to as "drones" that are capable of vertical take-off and landing.
- small hand-launched gliders less than 1.5m wing span.

**The following rules do not apply to these types of aircraft:**

- fixed-wing electric-powered model aircraft greater than 1m wing span;
- gliders greater than 1.5m wingspan and bungee-launched gliders;
- all internal combustion engine (petrol)-powered aircraft; or
- all jet-powered models.

These types of unmanned aircraft can only be flown on private property or officially recognised sites under the control of approved operators, such as model aircraft clubs.

**Flying a Kite**

As long as your kite is moored (i.e. you have it on a string) and kept under 120m / 400ft, you can fly it where you like and don't need to seek permission.

**1 CAA rules and Air Traffic Control – Applicable Everywhere**

- 1.1 All of Tauranga sits below a controlled airspace. This means that if you want to fly anything in that airspace, you need permission from Air Traffic Control.
- 1.2 In addition, CAA defines four-kilometre zones around all aerodromes, where the use of the airspace is further restricted. In Tauranga's our case: one around the airport, and one around the hospital's helipad. In these zones, you need to have a pilot licence (or to be accompanied by someone who does) in addition to having permission from Air Traffic Control.
- 1.3 To obtain authorisation from Air Traffic Control, register and log your flights on the Airshare UAV hub. The hub also provides a wealth of other information and news on the UAV industry.
- 1.4 The new rules introduced on 1 August 2015 by the CAA require people to obtain approval from the landowner or the occupier of the land you want to fly over, and you need to get consent from anyone you want to fly over (this can be given verbally).
- 1.5 Never fly higher than 120 metres / 400 feet above ground level
- 1.6 Only fly during daylight hours
- 1.7 Always fly within visual line of sight – you need be able to see the aircraft with your own eyes at all times (i.e. not through binoculars, a monitor, or smartphone)
- 1.8 At all times take all practicable steps to minimize hazards to persons, property and other aircraft (i.e. don't do anything hazardous). Give way to all other aircraft, and have abort systems in place in the event of a system failure (know how your aircraft will behave if a failure occurs)

- 1.9 If you are concerned that these rules are being breached, please contact the CAA on [info@caa.govt.nz](mailto:info@caa.govt.nz) or phone (04) 560 9480.

### **1.1 Exemption to the CAA General Rules: Shielded Operations**

You don't need to get a pilot licence or Air Traffic Control authorisation if you're flying as a "shielded operation" which CAA defines as "an operation of an aircraft within 100m of, and below the top of, a natural or man-made object". This means you can fly your unmanned aircraft in the Tauranga area as long as you keep your aircraft lower than the highest tree / building / ridge within 100m of where you're standing. You also need to be:

- outside the boundary of any aerodrome
- physically separated from any aerodrome by a barrier that is capable of arresting the flight of the aircraft (e.g. a fence, a hedge or a building)

## **2 Tauranga City Council Rules – applicable over TCC owned land**

These rules must be complied with, at all times, in addition to all the other rules:

- Be courteous of other park users, who often are there for the quiet enjoyment of the park
- Do not operate within 20m of sensitive wildlife habitats, or, nesting or roosting birds, such as the NZ dotterel
- Do not operate during a fire ban period
- Do not overfly adjoining private property without prior consent from the owner/occupier
- Cease operation if requested by Council staff

Any breach of the above conditions could result in termination of your permission to use public land for the above purposes.

## **3 Application of Rules for TCC Parks and Reserves**

Provided you follow all the CAA and Air Traffic Control operating rules, and the TCC rules, plus you have permission from anyone you will actually be flying over, you have Tauranga City Council's permission to fly in Council parks and reserves, with the exception of:

- Memorial Park;
- Blake Park;
- Council cemeteries; and
- any active reserves when organised sports events or training are taking place.

Council may consider specific requests to fly over these areas.

## **3 Privacy Act**

You also need to comply with the Office of the Privacy Commissioner guidance on preserving peoples' personal privacy by not flying over other people using the park or over adjoining private property without their consent. Note that the Privacy Commissioner's CCTV guidelines apply to how someone might use drones fitted with cameras and comply with the Privacy Act.



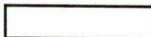
| Attachment B Mauao Operational Budget Breakdown 2016 |                                                                                                                                                                                                                           |                |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Mauao line items                                     | Detailed Description                                                                                                                                                                                                      | 2016 Budget    |
| Archaeology Survey                                   | Advice for accidental discovery, and operational management activities                                                                                                                                                    | 3,000          |
| Ecological Advice / Survey                           | Professional advice on Ecological matters                                                                                                                                                                                 | 2,000          |
| Indigenous Fauna Survey                              | Monitoring and advice                                                                                                                                                                                                     | 1,000          |
| General Maintenance                                  | General maintenance of infrastructure and assets                                                                                                                                                                          | 5,000          |
| Stock Management                                     | Contracted management of sheep on site                                                                                                                                                                                    | 22,000         |
| Walkway Maintenance                                  | Ongoing maintenance and unscheduled repairs of tracks on Mauao                                                                                                                                                            | 36,668         |
| Weeds Control                                        | Weed control in line with BOPRC pest management plan                                                                                                                                                                      | 25,000         |
| Fertilising                                          | Fertiliser application to maintain pasture every two years                                                                                                                                                                | 9,000          |
| Pest Control                                         | Contracted pest control                                                                                                                                                                                                   | 26,000         |
| Revegetation/Planting/Maintenance                    | Supply of plants and trees, planting preparation, contracted planting in difficult terrain, fencing alterations and repairs, weed control, dangerous tree removal and pruning, additional unscheduled pest animal control | 147,756        |
| Fauna Monitoring (Exotic & Indigenous)               | Annual monitoring of pest animal populations and indigenous fauna                                                                                                                                                         | 5,000          |
| Vegetation Monitoring                                | Annual Vegetation monitoring                                                                                                                                                                                              | 5,000          |
| Stability Monitoring                                 | Bi annual rock stability assessment survey to ensure public safety                                                                                                                                                        | 16,000         |
| <b>Total</b>                                         |                                                                                                                                                                                                                           | <b>303,424</b> |

**Attachment C: Nga Poutiriao o Mauao Operational Report - Event Calendar for Mauao, Main Beach and Pilot Bay**

| Start Date | End Date | Anchor Venue                     | Description                                    | Account             | Type                         |
|------------|----------|----------------------------------|------------------------------------------------|---------------------|------------------------------|
| 14/11/15   | 14/11/15 | Mount Drury Reserve              | Family Fun Day - World Vision                  | s 7(2)(a) - Privacy | Event (EVE)                  |
| 20/11/15   | 21/11/15 | Mauao                            | FYI Booking - Autism NZ Fundraiser             |                     | Fundraising (FUN)            |
| 28/11/15   | 29/11/15 | Pilot Bay Reserve                | Tinman Triathlon                               |                     | Event - Summer Event (EVESU) |
| 02/12/15   | 02/12/15 | Mauao                            | The Kids Can Great NZ Santa Run                |                     | Event (EVE)                  |
| 04/12/15   | 25/03/16 | Coronation Park                  | Gourmet Night Market 2015/16                   |                     | Event - Summer Event (EVESU) |
| 05/12/15   | 05/12/15 | Coronation Park                  | The Little Big Markets - Summer Season         |                     | Event - Summer Event (EVESU) |
| 12/12/15   | 14/01/16 | Mount Drury Reserve              | Summer Ambassador Programme                    |                     | Event (EVE)                  |
| 12/12/15   | 17/12/15 | Coronation Park                  | Street Prints                                  |                     | Event - Summer Event (EVESU) |
| 13/12/15   | 13/12/15 | Mauao                            | Run for Life (PINC & STEEL Cancer Rehab Trust) |                     | Event - Summer Event (EVESU) |
| 16/12/15   | 17/12/15 | Mt Maunganui Main Beach          | Volleyball BOP Age Group Open Beach Volleyball |                     | Event (EVE)                  |
| 18/12/15   | 20/12/15 | Mt Maunganui Main Beach          | Mount Monster 2015                             |                     | Event - Summer Event (EVESU) |
| 27/12/15   | 27/12/15 | Mt Maunganui Main Beach          | Eves Triathlon Series #1 - Eves Surfbreaker    |                     | Sport - Event (SPEVE)        |
| 31/12/15   | 31/12/15 | Mount Drury Reserve - Soundshell | Summer                                         |                     | Event - Summer Event (EVESU) |
| 02/01/16   | 02/01/16 | Coronation Park                  | The Little Big Markets - Summer Season         |                     | Event - Summer Event (EVESU) |
| 02/01/16   | 02/01/16 | Mauao                            | Mount Night Walk and Run                       |                     | Event (EVE)                  |
| 06/01/16   | 12/01/16 | Coronation Park                  | Mount Festival of Multisport (MFOM) 2016       |                     | Sport - Event (SPEVE)        |
| 07/01/16   | 08/01/16 | Coronation Park                  | MFOM - Weetbix Kids Tryathlon 2016             |                     | Sport - Event (SPEVE)        |
| 10/01/16   | 10/01/16 | Mauao                            | MFOM - Mauao Fun Run 2016                      |                     | Event - Summer Event (EVESU) |



| Start Date | End Date | Anchor Venue                      | Description                                       | Account             | Type                         |
|------------|----------|-----------------------------------|---------------------------------------------------|---------------------|------------------------------|
| 16/01/16   | 16/01/16 | Coronation Park                   | NZ 1st Summer Fair                                | s 7(2)(a) - Privacy | Event (EVE)                  |
| 27/01/16   | 27/01/16 | Mauao                             | Cheifs - Fundraiser Austin Manning - Run up Mauao |                     | Information only (FYI)       |
| 30/01/16   | 30/01/16 | Coronation Park                   | Colour Splash                                     |                     | Event (EVE)                  |
| 05/02/16   | 08/02/16 | Mt Maunganui Main Beach           | NZ Secondary Schools Beach Volleyball Champs      |                     | Sport - Event (SPEVE)        |
| 05/02/16   | 25/03/16 | Mauao                             | Mount Everest Challenge                           |                     | Information only (FYI)       |
| 06/02/16   | 06/02/16 | Coronation Park                   | The Little Big Markets - Summer Season            |                     | Event - Summer Event (EVESU) |
| 06/02/16   | 06/02/16 | Mount Drury Reserve               | Waitangi Day 2016                                 |                     | Event (EVE)                  |
| 13/02/16   | 13/02/16 | Pilot Bay Reserve                 | Foundation Clinic Half Marathon                   |                     | Sport - Event (SPEVE)        |
| 20/02/16   | 21/02/16 | Pilot Bay Reserve                 | Generation Homes Women's Triathlon                |                     | Sport - Event (SPEVE)        |
| 27/02/16   | 27/02/16 | Mt Maunganui Main Beach - Central | Equippers Church Event                            |                     | Event (EVE)                  |
| 28/02/16   | 28/02/16 | Mt Maunganui Main Beach           | New Zealand Home Loans XRACE Series               |                     | Event - Summer Event (EVESU) |
| 29/02/16   | 07/03/16 | Mt Maunganui Main Beach           | Oceans 16 - U14 NZ Surf Life Saving Championships |                     | Event - Summer Event (EVESU) |



## Review of the Mauao Historic Reserve Management Plan

### Purpose

1. To update Nga Poutiriao o Mauao on progress with the review of the Mauao Reserve Management Plan.

### Executive Summary

2. A review of the Mauao Historic Reserves Management Plan is currently being undertaken as agreed by Nga Poutiriao o Mauao at its meeting on 1 April 2014.
3. Council agreed on 17 November to notify the public of the intent to review the Mauao Reserve Management Plan and call for written submissions on 1 February 2016.
4. A review of the updated Conservation Plan is being undertaken by an archaeologist as directed at the joint meeting of Nga Poutiriao o Mauao and the Mauao Trust on 6 October 2015.

### Recommendations

That Nga Poutiriao o Mauao:

- (a) Receives the report – Review of the Mauao Historic Reserve Management Plan.

### Discussion

5. Nga Poutiriao o Mauao resolved to commence a review of the Mauao Reserve Management Plan (RMP) at its meeting on 1 April 2014.
6. An outline of the remaining steps in the process is included below.

| Step | Key Tasks                                                                                                                                   | Indicative Timeframe      | Responsibility           |
|------|---------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------------|
| 1.   | Council agree to notify intention to prepare the Mauao Historic Reserve Management Plan and request written comment from interested parties | 17 November 2015          | Project team / Council   |
| 2.   | Undertake consultation                                                                                                                      | 1 February – 1 April 2016 | Project team             |
| 3.   | Prepare draft reserve management plan                                                                                                       | April - June 2016         | Project team             |
| 4.   | Present draft reserve management plan to the Joint Board for approval                                                                       | July 2016                 | Project team             |
| 5.   | Present draft reserve management plan to the Mauao Trust for approval                                                                       | July/August 2016          | Project team/Joint Board |
| 6.   | Present draft reserve management plan to                                                                                                    | August 2016               | Project team/Joint       |



| Step | Key Tasks                                                                                                                                                                                | Indicative Timeframe     | Responsibility                                          |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------------------------------------------|
|      | Council for adoption for public consultation                                                                                                                                             |                          | Board                                                   |
| 7.   | Publicly notify the draft Mauao Historic Reserve Management Plan and request written comment from interested parties – Minimum two month period<br>Hearings Committee structure approved | September – October 2016 | Project team<br><br>Joint Board / Council / Mauao Trust |
| 8.   | Collate and review submissions                                                                                                                                                           | November – December 2016 | Project team                                            |
| 9.   | Administering body to establish hearings committee                                                                                                                                       | November - December 2016 | Council/Joint Board/Mauao Trust                         |
| 10.  | Prepare project team recommendation report for the Joint Board (Reserves Act hearing process)                                                                                            | December – January 2017  | Project team                                            |
| 11.  | Reserves Act Hearing and deliberations process                                                                                                                                           | February 2017            | Hearings Committee                                      |
| 12.  | Make amendments to the draft reserve management plan as a result of hearings and deliberations                                                                                           | March - April 2017       | Project team                                            |
| 13.  | Present final RMP to Joint Board                                                                                                                                                         | April 2017               | Project team                                            |
| 14.  | Present final RMP to Mauao Trust for Approval                                                                                                                                            | May 2017                 | Project team/Joint Board                                |
| 15.  | Final adoption of Mauao Historic Reserve Management Plan                                                                                                                                 | May 2017                 | Council /Joint Board/ DOC                               |

7. Until legislative changes are finalised, the administering body function of the reserve remains with Council, and Council is required by the Reserves Act 1977 to formally notify the intent to review the RMP.
8. On 17 November, Council formally agreed to notify the public of the intent to review the RMP as required by the Reserves Act and as directed by Nga Poutiriao o Mauao and the Mauao Trust at the 6 October joint meeting. This notification of the public will occur on 1 February and consultation with the community and key stakeholders will occur 1 February to 1 April 2016.

### Conservation Plan

9. Wildland Consultants Limited developed the Conservation Plan for Mauao in 2004. Wildlands was contracted to undertake an update of the Conservation Plan using the four previously completed specialist assessments, to plan for the conservation of the cultural, archaeological, and ecological resources and values of the historic reserve.
10. At the 6 October joint meeting between Nga Poutiriao o Mauao and the Mauao Trust, it was requested that a review of the archaeological aspects of the updated Conservation Plan be undertaken by an archaeologist. s 7(2)(a) - Privacy of InSitu Heritage Ltd has been contracted to provide this review and this work is currently being undertaken.

## Next Steps

11. Publically notify the intention to review the Mauao Historic Reserve Management Plan and call for written submissions from 1 February to 1 April.
12. Engagement with the Mauao Trust, key stakeholders, and the public of Tauranga starting 1 February 2016.

## Consideration

### Community

13. It is anticipated that there will be a high level of community interest in the review of the Mauao Historic Reserve Management Plan. An engagement plan has been prepared which identifies the intended community engagement approach.

### Significance

14. The review of the Mauao Historic Reserve Management Plan is considered of high significance as it will affect a wide range of people and groups who make up the city's community.

## Signatories

|             |                                                                                                                                    |
|-------------|------------------------------------------------------------------------------------------------------------------------------------|
| Authors     | <div>s 7(2)(f)(ii)</div>                                                                                                           |
| Authorisers | Christine Jones, General Manager: Strategy<br> |