

3 Part 3 - Reserve Management Policies

The policies pertaining to the effective management of the ODC Coastal Reserves are defined in the Ōpōtiki District Reserves Policy Manual - July 2009. The following policies have been extracted from that document as they are specific to the management of all coastal reserves administered by the ODC. The Coastal Reserves Management Plan shall be under continuous review and any proposed amendments subject to the procedure specified in section 41 (5) & (6) of the Reserves Act 1997. A comprehensive review of the Management Plan shall be undertaken every 10 years

3.1 Administration and Planning Policies

Policy Number 3.1.1	Administration and Management	Reference to Ōpōtiki District Reserves Policy Manual 3.1.1
Issue		
The ODC's primary reserves management goal is to achieve the objectives of the Ōpōtiki District ODC Reserve Policy document to subsequently comply with the provisions of the Reserves Act 1977, the ODC District Plan, the Resource Management Act 1991 and the ODC Bylaws 2008.		
Objective		
<p>(i) To ensure the management and future development of reserves takes account of and mitigates or remedies any adverse effects on the primary purpose of the reserve.</p> <p>(ii) To ensure that any development on the reserve complies with all relevant statutory and legal requirements.</p> <p>(iii) To ensure the management of the reserves is consistent with the classification and primary management objectives of the reserves.</p> <p>Examples of statutes that may apply include:</p> <ul style="list-style-type: none"> • Reserves Act 1977 • Resource Management Act 1991 • Conservation Act 1987 • Local Government Act 2002 • ODC District Plan • ODC Bylaw 2008 		

- Historic Places Act 1993
- Burial and Cremation Act 1964
- Dog Control Act 1996
- Walking Access Act 2008
- Building Act 2004 and Regulations
- Health Act 1956 and regulations
- Land Transfer Act 1952
- Property Law Act 1952
- Land Transport Act 1998

Policy

The Council will manage activities and future development on and around reserves in accordance with relevant statutes, the ODC District Plan, the ODC Bylaw 2008 and the policies contained in this RMP.

Policy Number 3.1.2	Consultation – Tangata Whenua	Reference to Ōpōtiki District Reserves Policy Manual 3.7.1
Issue		
<p>The ODC has an obligation as a Treaty partner and in accordance with the Resource Management Act 1991, the Reserves Act 1977 and the Conservation Act 1987 to consult with the Tangata Whenua and iwi regarding all major developments proposed on reserves. Day to day management and small scale developments will be undertaken at the discretion of the ODC.</p> <p>Tangata Whenua has considerable knowledge of the District’s natural and historical resources, their values and vulnerability to exploitation. Large scale development proposals for reserves can make use of this knowledge and wisdom.</p>		
Objective		
<p>(i) To ensure that proposals for large scale development on ODC’s reserves are considered in accordance with the principles of the Treaty of Waitangi, Part Two of the RMA and the RA and the CA.</p> <p>(ii) Protect the cultural and historical values of Waahi Tapu and Waahi Taonga sites through regular liaison, identification and recording.</p>		
Policy		

The Council will:

- (i) Consult with Tangata Whenua and iwi on all major developments proposed on a reserve.
- (ii) Consider the concerns or issues raised by the Tangata Whenua and iwi during the consultation process.

Policy Number 3.1.3	Consultation – Public/Community	Reference to Ōpōtiki District Reserves Policy Manual 3.7.2
Issue		
<p>The management and development of reserves may have significant effects on reserve users, adjoining property owners, the general public and interest groups.</p> <p>In recognition of this, it is important that user groups, adjoining property owners the public and interest groups be provided the opportunity to be consulted on proposed major changes to management of the reserve or any proposed major projects. The purpose of this consultation is to obtain community input for consideration by the ODC when affecting changes to the management of the reserve or planning major developments</p> <p>The requirement to consult is clarified in the Resource Management Act 1991, the Local Government Act 2002 and the Reserves Act 1977.</p>		
Objective		
<ul style="list-style-type: none"> (i) To consult with the community on changes to the management of a reserve or a proposed major development of or on a reserve as an affected party. (ii) To give consideration to the issues raised by the community consultation process for possible inclusion into the proposed management or development of a reserve. (iii) To ensure that any changes as a result of community consultation reflects the purpose and function of the reserve. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Consult with the community on all reviews of policy governing the management of reserves as set out in Section 41 of the Reserves Act 1977. (ii) Consult with the community on any major development of a reserve or development on a reserve. (iii) Reflect all outcomes from the community consultation process including the function and purpose of the reserve as set out in Part Three, Section 17 and 23 of the Reserves Act 1977 where relevant. 		

Policy Number 3.1.4	Occupation Agreements - Leases and Licenses'	Reference to Ōpōtiki District Reserves Policy Manual 3.8.1
Issue		
<p>The leasing provisions of the Reserves Act 1977 emphasises the retention of open space and the public accountability for reserves management. On reserves classified under the Reserves Act 1977 leases must be drawn up in accordance with the provisions detailed in Section 54 and the First Schedule of the Act. Requirements differ for reserves not designated under the Reserves Act 1977 however the ODC uses the provisions of Section 54 and the First Schedule to ensure consistency of the various tenancies.</p>		
<p>The ODC also issues licences to occupy reserve land as an alternative management tool. The grazing of certain reserves is encouraged as an inexpensive management tool, a method of generating revenue, reducing fire risk and the control of pest plant species. Tenancies over reserve land are subject to the provisions of Section 73 and 74 of the Reserves Act 1977.</p>		
<p>Reserve land is leased by sporting organisations for the construction of club rooms and other facilities. The ODC supports and encourages sporting organisations to develop facilities that service the needs of the organisation. Any structure that is erected on ODC land may have a negative impact on the ecological, cultural heritage and landscape values of the reserve. It is essential to monitor and regulate any future leases and licenses to protect and preserve the natural qualities of the reserves, whilst providing a minimum of compatible facilities for the enjoyment of the users.</p>		
Objective		
<ul style="list-style-type: none"> (i) To manage any future leases and licenses in terms of the provisions of the Reserves Act 1977, the Local Government Act 2002, the ODC Consolidated Bylaw 2007 and other relevant documents, and in conjunction with other policies contained within RMP. (ii) To support leases and licenses on reserves, providing they do not decrease the ecology, cultural heritage and landscape values. (iii) Subject to (ii) above and other policies in this MP, to support leases for the construction of sporting clubrooms and facilities, where there is community recreational need. (iv) To charge a fee for the issue and administration of leases and licences, in accordance with the ODC's Fees and Charges Policy. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Ensure that all leases and licences meet the requirements of Sections 54, 73 and 74 of the Reserves Act 1977, and be in accordance with ODC policies and bylaws. 		

Policy Number 3.1.5	Occupation Agreements – Easements and Encroachments	Reference to Ōpōtiki District Reserves Policy Manual 3.8.2
Issue		
<p>Under the Resource Management Act 1991, ODC (in its reserve owning and managing role) is an affected party where a proposal on land adjacent to a reserve does not meet the requirements of the District Plan. In these situations the ODC is approached by adjoining landowners to give its approval. This mainly includes side yard or height plane encroachments. The ODC’s main objective in these situations is to ensure that there are no adverse effects on the reserves amenity values or uses. In addition, some of the activities of the adjoining residential properties can have a detrimental effect on the natural and landscape values of the reserves. Adjoining properties should be encouraged to appreciate and enhance the valuable resource that the reserves provide and work with ODC and the general public for their own benefit.</p> <p>Reserve land is also occasionally occupied by network utility providers and other organisations who wish to occupy parts of reserves for specific purposes under the RMA.</p>		
Objective		
<p>(i) To give approval or otherwise as an affected party under the RMA based on any adverse effects on the reserves values or use.</p> <p>(ii) To ensure where able that surrounding land use and development recognises and actively provides for the protection and enhancement of the natural and landscape values of the reserves.</p>		
Policy		
<p>The Council will:</p> <p>(i) Give approval or otherwise to a proposal as an affected party on inspection and approval of certain plans such as <i>inter alia</i> landscape plan, visual impact/assessment plan, light plane encroachment plans.</p> <p>(ii) Prior to giving it’s permission as an affected party, be satisfied that any adverse effects on:</p> <ul style="list-style-type: none"> • amenity values • recreation values • landscape values • ecological values • heritage values • any other appropriate considerations (cultural, social, natural, economic) can be avoided, remedied or mitigated. <p>(iii) Where a designation is proposed for an activity on a reserve, require evidence of consideration of alternative methods to the proposal.</p> <p>(iv) Promote public awareness of the potential effects that activities on surrounding</p>		

private properties can have on the environmental quality of the reserves.

- (v) Monitor reserve boundaries to ensure that no encroachment occurs through subdivision or development or 'privatisation' of reserve land by adjoining property owners and require reinstatement where encroachment has occurred.
- (vi) Discourage damage to vegetation through informal path clearance and step construction and preventing deliberate harm to trees through acts of vandalism.

Policy Number 3.1.6	Protection of Esplanade Reserves	Reference to Ōpōtiki District Reserves Policy Manual 3.9
Issue		
Esplanade reserves and esplanade strips provide an opportunity for the protection of the quality of the coastal environment, protection and enhancement of habitats, provision of areas for public recreational use and the provision of public access to the coastal marine area. The Resource Management Act 1991 provides for esplanade reserves or strips to be taken on subdivision of coastal land as a condition of consent under the District Plan.		
Objective		
(i) To provide reserve space along the coastal edge where appropriate through the acquisition of esplanade reserves.		
Policy		
The Council will:		
<ul style="list-style-type: none"> (i) Ensure that esplanade reserves or strips that recognise ecological, conservation, cultural or recreational values are taken upon subdivision of coastal land in the vicinity of the coastal reserves in order to provide public access to or along the water's edge. (ii) Provide the appropriate protection for the coastal environments and protection and enhancement of ecological habitats. (iii) Monitor reserve boundaries to ensure that no encroachment occurs through subdivision or development or 'privatisation' of esplanade strips and esplanade reserves. 		

Policy Number 3.1.7	Enforcement	Reference to Ōpōtiki District Reserves Policy Manual 3.12
Issue		
<p>While most activities on reserves generally do not have adverse effects on reserves and reserve users, some activities can be unacceptable. Unacceptable activities fall into three main categories.</p> <ul style="list-style-type: none"> (i) Wilful damage, such as graffiti, dumping of rubbish, breaking trees, “wheelies” on grass and similar activities. (ii) Inappropriate use of reserve causing damage or a safety hazard, such as carparking on reserves, golf ball driving on reserves. (iii) Ignoring prohibitions, such as taking dogs or mountain bikes into prohibited dog/mountain bike areas. 		
Objective		
<ul style="list-style-type: none"> (i) To reduce the level of offences on reserves. (ii) To maintain reserves to required standards without additional costs from the offences falling on the ODC. (iii) To enforce the ODC Public Places Bylaw 2008. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Advise and educate the public when enforcing the bylaws. (ii) Include symbols indicating activities banned by bylaws on reserve signs. (iii) Encourage and support the passive surveillance of, and reporting of offences on reserves by Honorary Wardens, reserve neighbours and users. (iv) Erect education signage in areas which are prone to unacceptable activities. (v) Initiate media releases as a tool for raising awareness about unacceptable activities on reserves. (vi) Recover the cost of repairs to wilful damage to a reserve or reserve facilities through the judicial system. (vii) Cooperate with any police initiated projects to reduce unacceptable behaviour on reserves. (viii) Retain a register of reported offences on reserves. (ix) Request that all public complaints regarding unacceptable activities on reserves be attended to by either the NZ Police or the security company contracted to the ODC. 		

Policy Number 3.1.8	Smoke free Outdoor Public Spaces	Reference to Ōpōtiki District Reserves Policy Manual 3.13
Issue		
Smoking in public places can encourage negative role-modelling for young people in the Ōpōtiki District.		
Objective		
ODC to implement a Smoke free Outdoor Spaces policy which aims to normalise non-smoking and encourage positive role models for both children and young people in the Ōpōtiki District.		
Policy		
The Council will:		
<ul style="list-style-type: none"> (i) Implement the ‘Smoke free Outdoor Public Spaces Policy’ adopted by the Council. This policy specifies all ODC events and public places to be smoke free including parks, playgrounds, and sports grounds and reserves. (ii) Communicate the provisions of the ODC “Smoke free Policy’ to reserve users. (iii) Maintain ‘Smoke free” signage within Council playgrounds, parks, sports grounds and reserves. 		

Policy Number 3.1.9	Survey and Monitoring	Reference to Ōpōtiki District Reserves Policy Manual 3.14
Issue		
A key challenge for ODC is how to protect its reserves whilst maintaining standards of provision and levels of service to the users of the reserves. A record of request for service (RFS) received by the Council will ensure that the reserves are meeting the needs of the community and that environmental damage is limited as result of public use.		
The ODC is to undertake monitoring and surveys on ODC reserves for a variety of reasons including:		
<ul style="list-style-type: none"> (i) Recording of all RFS received from reserve user groups, the general public and interest groups regarding specific requirements for the provision of facilities on sports fields and reserves. (ii) Monitoring of Resource Consent conditions applicable to assets that may be located on reserves and sports fields. (iii) Monitor the impact of public use on the environment with regards to environmental changes, physical and amenity changes and changes in vegetation and animals. 		

Objective
<ul style="list-style-type: none"> (i) To undertake regular monitoring and surveys to determine whether standards of provision and levels of service are being met. (ii) To utilise the results of monitoring and survey to implement revised reserve management practices and implement remedial works within available resources.
Policy
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Develop a record of RFS received to monitor any dissatisfaction or otherwise of user groups, the general public and interest groups for the reserves. (ii) Monitor assets on reserves in accordance with resource consent conditions. (iii) Continue to monitor natural habitats including flora and fauna and animal and pest plants. (iv) Monitor the utilisation of reserves to ensure maximum public benefit.

Policy Number 3.1.10	Education and Interpretation	Reference to Ōpōtiki District Reserves Policy Manual 3.15
Issue		
The ODC reserve suite is a unique and valuable education resource. The reserves provide opportunities for interpretation and education at all levels.		
Objective		
To increase public awareness of the reserves and an understanding of the archaeological, geological, ecological, Tangata Whenua, landscape values and processes therein.		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Encourage community input in all restoration, dune care, pest animal control, and stream care and weed control efforts and supporting park care groups involving local schools and residents. Examples include: liaison with Tangata Whenua, the Environment Bay of Plenty Regional Council, the Department of Conservation and specialist organisations such as Forest and Bird, to provide/facilitate public education, educational resources and/or workshops. (ii) Encourage public 'ownership' of restoration projects, for example, the community can play an active role as 'community watchdogs' that facilitate maintenance of restoration work, help prevent vandalism and ensure compliance with District Plan provisions. (iii) Continue to promote public awareness of the importance of the reserves for 		

community use as a part of the District wide network of reserves and walkways.

- (iv) Install signage where applicable at reserve entrances that provide interpretive and educational information on the local history, key ecological values and coastal processes at work in each area.

Policy Number 3.1.11	Signage	Reference to Ōpōtiki District Reserves Policy Manual 3.16
Issue		
<p>The installation of signs to inform visitors of <i>inter alia</i> reserve names, access ways, and any restrictions on the use of the reserve, and other relevant information is an important requirement in promoting and managing the ODC reserves asset.</p> <p>A co-ordinated approach needs to be adopted to ensure consistency in styles, aesthetic appeal and suitability of use for signs within the reserves.</p>		
Objective		
<ul style="list-style-type: none"> (i) To adopt a coordinated approach to the design, selection and placement of all signs ensuring that they are in harmony with their surrounding environment and in accordance with an approved theme and/or landscape plan. (ii) Signage to be designed to complement the reserve and to educate and inform the users of the reserve. (iii) To minimise the visual ‘clutter’ of signs while maximising useful information to reserve visitors. 		
Policy		
General		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Ensure that all proposed signs meet the requirements of the ODC Signs Bylaw 2008, the ODC District Plan and any Resource Consent and Building Consent requirements (including installation). (ii) Ensure that all applications to erect signs on reserves be made in writing to the ODC for consideration by the Manager Parks and Facilities. (iii) Ensure that where possible signs will be designed so as to blend in and harmonise with the natural features of the reserve and in keeping with approved themes. (iv) Allow the erection of directional signs to sporting clubs on the standard ODC road name sign. The cost of producing, installing and maintaining the sign will be charged to the club. The ODC may undertake maintenance of the signs as part of the routine street sign maintenance programme. 		

Policies for Reserve Signs

The Council will:

- (i) Provide reserve name signs at entrances to the reserves, sports grounds and walking tracks.
- (ii) Install informative, interpretive and educational signage at appropriate locations to inform visitors of recreation activities, prohibitions, information, restrictions, use of reserve, cultural, historic and ecological features applicable to the reserve.
- (iii) Keep to a minimum the number of signs on a reserve to meet the information needs of the users.
- (iv) Approve the erection of signs indicating the name of the approved club, the representative sporting code, and the logo of the sporting club by reserve sporting groups or organisations. The costs of producing, erecting and replacing signs are the responsibility of the club.
- (v) The ODC may carry out routine maintenance of the signs on behalf of the club as part of a maintenance programme for ODC owned signs.
- (vi) Give approval or otherwise to reserve users to erect temporary signage to advertise events on reserves.
- (vii) Not permit commercial information including sponsor logos on either Council or private reserve signs.

3.2 Reserve Use Policies

Policy Number 3.2.1	Access to Reserves - Pedestrian	Reference to Ōpōtiki District Reserves Policy Manual 4.3, 4.3.1,
Issue		
<p>The maintenance and enhancement of public access to reserve and coastal margins is a matter of national importance under the Resource Management Act 1991.</p> <p>Efficient pedestrian access and circulation systems are critical to the successful use and management of the reserves and coastal margins. The Reserves Act 1977 allows for footpaths on reserves where these are for public recreation or enjoyment or are necessary for the public using the reserve</p> <p>This section describes two types of pedestrian access, these include; recreational walking tracks and formal pathways on reserves. Formal pathways on reserves may link and provide access between roads and suburbs.</p>		
Objective		
<ul style="list-style-type: none"> (i) To allow for recreational tracks and formal pathways on reserves where adverse effects on the environment can be remedied or mitigated. (ii) Protect and enhance the opportunities for people of all ages and physical abilities to access and enjoy the outdoor environment as demands on open space increase and diversify. (iii) To provide an efficient, safe and relatively unstructured pedestrian access network within the reserves for a variety of pedestrian uses without damaging the natural, historical, and cultural values of the reserves. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Allow the development of walking tracks and pathways on reserves. (ii) Consider written applications for the development of new tracks or footpaths within or on reserves. (iii) Ensure that plans for tracks give consideration to; landscape, recreational, ecological, heritage and community values of the reserve, safety issues and ongoing maintenance. (iv) Ensure that walking tracks or footpaths designed to an appropriate standard for the reserve. (v) Provide a programme of routine maintenance and renewal to maintain the appropriate level of service for the reserve as detailed in the relevant asset management plan. (vi) Review the current and future pedestrian access provisions within each reserve and 		

<p>provide a plan of pedestrian access appropriate to their location and anticipated level of use.</p> <p>(vii) Develop a programme of defined pedestrian linkages with surrounding reserves, open space and coastal areas as part of a walkway network.</p> <p>(viii) Expand the pedestrian network through acquisitions, partnerships with the private sector and through District Plan requirements.</p> <p>(ix) Provide effective entry points and pathways into the reserves and beaches to encourage public pedestrian access.</p>
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Policy Number 3.2.2	Access – Car Parking	Reference to Ōpōtiki District Reserves Policy Manual 4.3, 4.3.3
Issue		
<p>Increased use on reserves often leads to greater demands for vehicular access and car parking. As available space is limited and the construction of these facilities can have detrimental effects on the environmental qualities of the reserves and coastal environment these activities are to be controlled.</p> <p>Occasionally groups request exclusive use of car parking on reserves for special events which may disadvantage other reserve users.</p>		
Objective		
<p>(i) To provide and maintain car parks, where financially appropriate to a level which is adequate for servicing the usual activities carried out on the reserve.</p> <p>(ii) To provide and manage vehicle access and car parking in appropriate locations within the reserves in a manner that does not compromise the natural character values or recreational use of the reserves in accordance with the requirements of the ODC Public Places Bylaw 2008 and the ODC Beaches Bylaw 2008.</p> <p>(iii) To implement a charge for reserve users who request exclusive parking for special events in accordance with the ODC Community Organisations – Rents and Rates Bylaw 2001</p>		
Policy		
<p>The Council will:</p> <p>(i) Consider to the provision of car parking where there is a proven requirement directly related to the use of the reserve, and where it is physically, and fiscally feasible to provide such facilities.</p> <p>(ii) Investigate the construction of car parking facilities that enhance the natural amenity of the reserve e.g. grass blocks.</p> <p>(iii) Maintain car parking at a level appropriate for the functional operation of the</p>		

reserves.

- (iv) Ensure that disabled parking provision is provided in accordance with national standards for disabled parking.
- (v) Prohibit car parking on areas of reserve other than recognised car parks.
- (vi) Monitor car parks provided on reserves are for vehicles associated with recreation and other legitimate use of the reserve.
- (vii) Not allow regular or overnight parking on car parks in reserves.
- (viii) Levy charges for the exclusive use parking for special events in accordance with the ODC Fees and Charges Schedule.
- (ix) With written permission approve parking in areas other than designated car parks on reserves.

Policy Number 3.2.3	Access – Commercial Activities	Reference to Ōpōtiki District Reserves Policy Manual 4.3, 4.3.4
Issue		
<p>The provision of access to reserve land for commercial activities may be considered where a lease or a license or a concession to operate a commercial business in accordance with Section 56 of the Reserves Act 1977 is granted by the Minister of Conservation or a local authority.</p> <p>Examples of commercial activities could include commercially operated camping grounds/holiday park, restaurants, cafes and signal masts.</p>		
Objective		
<ul style="list-style-type: none"> (i) To allow for access on reserves to conduct commercial activity where adverse effects on the environment can be remedied or mitigated. (ii) To provide an efficient and safe access to reserves for a variety of commercial uses without damaging the natural, historical, and cultural values of the reserves. (iii) To promote public enjoyment through a range of services and facilities. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Allow access on reserves for approved commercial activities. (ii) Not allow new commercial access to be constructed within or on reserves on unless written permission is granted by resolution of the Council. (iii) Ensure that access for commercial activity takes consideration of; landscape, recreational, ecological, heritage and community values of the reserve, safety 		

issues and ongoing maintenance.

- (iv) Ensure that access for commercial activity is designed and erected to an appropriate standard.

Policy Number 3.2.4	Access - Operational Maintenance	Reference to Ōpōtiki District Reserves Policy Manual 4.3.5
Issue		
<p>The provision of access to reserve land for essential services includes; services and activities associated with stormwater management, drainage, flood protection and emergency management.</p> <p>Examples of essential services includes the servicing of essential services assets such as telecommunication lines, electricity cables, water and sewerage assets located on reserves, flood protection and land drainage.</p>		
Objective		
<ul style="list-style-type: none"> (i) To allow for access on reserves to conduct operational activity where adverse effects on the environment can be remedied or mitigated. (ii) To provide an efficient and safe access to reserves for operational maintenance of essential services without damaging the natural, historical, and cultural values of the reserves. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Allow access on reserves for approved operational activities (ii) Ensure that access for operational activity takes consideration of; landscape, recreational, ecological, heritage and community values of the reserve, safety issues and ongoing maintenance. (iii) Ensure that access for operational activity is designed to an appropriate standard. 		

Policy Number 3.2.5	Grazing, Riding and Driving on Reserves	Reference to Ōpōtiki District Reserves Policy Manual 4.4
Issue		
<p>The ODC has a number of reserves that are located within rural townships, or reserves that are located adjacent to rural activity. The ODC receives a number of complaints regarding the grazing, riding and tethering of horses, the grazing of stock; the driving of vehicles; and the riding of motorcycles on reserves.</p> <p>The ODC Public Places Bylaw 2008 covers grazing, riding and driving on reserves.</p>		

Objective
<ul style="list-style-type: none"> (i) To promote the safety of reserve users by preventing the recreational riding of motorcycles or the driving of vehicles on ODC reserves. (ii) To control the riding of horses or grazing of stock or horses on all ODC owned reserves within the urban townships. (iii) To allow for grazing of stock on ODC owned reserves within the conditions of a formal written agreement between the ODC and the lessee (refer appendix 6.3 Community Organisations – Rents and Rates). (iv) To minimise the number of complaints regarding riding and tethering of horses, the grazing of horses and stock and; riding of motorcycles and driving of vehicles on ODC reserves.
Policy
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Not permit the recreational riding of motorcycles or the driving of vehicles on reserves. (ii) Not permit the riding of horses and the tethering of horses on reserves. (iii) Not permit the grazing of horses or stock on reserves unless by formal licence/agreement. (iv) Accommodate the grazing of stock to assist with vegetation management or reduce fire risk on reserves in accordance with an adopted reserve management plan or a formal agreement. A fee for formal grazing agreement/licence will be charged. (v) Attend to public complaints regarding riding and tethering of horses, grazing of stock and horses; and riding of motorcycles or driving of vehicles on reserves by enforcing the appropriate bylaw.

Policy Number	Buildings, Structures and Earthworks	Reference to Ōpōtiki District Reserves Policy Manual
3.2.6		4.5
Issue		
<p>The primary focus for each of the reserves in this RMP is active and passive recreation. Buildings will generally not be permitted unless they are in the public interest, will improve the functioning of the reserve and do not compromise the values of the reserve. Well designed, sited and integrated buildings and facilities can enhance the reserves, the public use and enjoyment of them and complement the reserves' character and aesthetic values. Others can detract from and have detrimental effects on them.</p> <p>ODC may need to carry out construction works or earthworks for the purpose of maintaining, protecting and enhancing reserve land or adjacent property. In carrying construction works or earthworks the Reserves Act 1977 generally limits buildings on</p>		

recreation reserves to sporting and outdoor recreation purposes only. The Building Act 2004, Local Government Act 2002, the Resource Management Act 1991, the District Plan also influence construction work within reserves

Objective

To ensure that only those buildings, structures and facilities essential for appropriate functioning, the convenience, comfort and safety of reserve users are sited within the reserves and that these structures are compatible with the ecological, cultural heritage and landscape values of the reserves.

Policy

The Council will:

- (i) Not permit any excavation, earthworks, or development of reserves for the purposes of the maintenance and protection of the reserve land without prior Council consent.
- (ii) Establish or upgrade hard physical works only where appropriate to maintain protection of the reserve and there is no other practicable option.
- (iii) Ensure that physical works are designed to be compatible with the local environment.
- (iv) Ensure that any earthworks or development be justified in terms of the objectives set out in the Ōpōtiki District Reserve Policy document and in consultation with any affected parties.
- (v) Allow soft engineering works, and community or private dune-care projects and projects to protect private property, on Council reserves where ODC consent has been obtained as landowner and where the appropriate resource consents have been obtained. As far as possible, natural processes should be allowed to continue without interference.

Policy Number 3.2.7	Services and Utilities	Reference to Ōpōtiki District Reserves Policy Manual 4.7
Issue		
The presence of services and utilities can detract from the natural character and the landscape values of the reserves. Existing and proposed additional services and utilities need to be critically assessed in terms of their requirements		
Objective		
To ensure that only those new services and utilities essential for public health, safety and convenience are sited within the coastal reserves, and that these utilities are in harmony with the archaeological, cultural, geological, and ecological and landscape values of the reserves.		

Policy
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Ensure that existing network utility and services infrastructure can be maintained, upgraded and replaced as necessary whilst protecting the reserves environment. (ii) Review new proposals for services and utilities and critically assess their requirements to be sited on reserves.

Policy Number	Fencing, Barriers and Gates	Reference to Ōpōtiki District Reserves Policy Manual 4.9
3.2.8		

Issue
<p>The ODC has a responsibility to protect the natural, cultural, historic or landscape values of the ODC reserves. In some instances this requires fencing, barriers and gates. Vehicular access may be restricted to reserves and sports fields in locations where it is desirable to enclose service areas, or around the premises of exclusive sporting users by erecting fences, barriers and gates.</p> <p>Reserves adjoin a variety of land uses from rural to urban and industrial settings. This RMP does not provide a blanket provision for fencing however it provides guidance on ODC responsibilities as per the ODC Bylaw 2008.</p> <p>The Fencing Act 1978 sets out the general principle that the occupiers of adjoining land share equally the cost of erecting an adequate boundary fence.</p>

Objective
<ul style="list-style-type: none"> (i) To erect fences, barriers and gates to protect reserve values and provide safety for reserve users.

Policy
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Consider applications in accordance with the Fencing Act 1978. (ii) Erect fences, barriers and gates on reserves where it is necessary to protect reserve values. (iii) Erect fences, barriers and gates to ensure the safety of reserve users. (iv) Erect fences, barriers and gates on reserves where necessary to avoid, mitigate or remedy the adverse effects of reserve use on neighbours

Policy Number 3.2.9	Reserve/Park Furniture	Reference to Ōpōtiki District Reserves Policy Manual 4.10
Issue		
<p>Reserve and park furniture including the provision of seating, litter bins, bicycle stands, bollards and barbeques are an important provision for the enhancement of visitor experience, visitor comfort and visitor safety to a reserve or sports ground. Park furniture should at all times enhance the amenity of the reserve and where possible be installed in accordance with an approved landscape plan.</p> <p>A co-ordinated approach will be adopted to ensure consistency in styles, aesthetic appeal and suitability of use for reserve/park furniture within the reserves.</p>		
Objective		
<ul style="list-style-type: none"> (i) To adopt a coordinated approach to the design, selection and placement of all reserve/park furniture to ensure they are integrated into their natural environment and in accordance with an approved theme and or landscape plan. (ii) Park furniture will be provided for the comfort and convenience of the reserve user and grouped together in appropriate locations. (iii) Reserve/park furniture shall be designed to complement the reserve. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Ensure that reserve furniture is designed to blend in and harmonise with the natural features of the reserve. (ii) Consider written requests from individuals or organisations for the gifting of reserve/park furniture. All donations accepted will be in accordance with the theme/style of the furniture approved for the specific reserve. The ODC will be responsible for the maintenance and renewal of the furniture. The applicant will be permitted to affix an appropriate sign no larger than 150mm x 75mm to the donated item. (iii) Not permit any advertising of commercial business or commercial logos onto any ODC owned or gifted reserve/park furniture. 		

Policy Number 3.2.10	Camping	Reference to Ōpōtiki District Reserves Policy Manual 4.12.1
Issue		
<p>The Ōpōtiki District Council subscribes to camping within official camping areas only. Camping has the potential to cause negative effects on the environment, enjoyment and use by other members of the public and place demands on infrastructure and resources. Freedom camping is therefore managed by specifically prohibiting camping at reserves that are not suitable for this purpose.</p> <p>Overnight camping <u>is prohibited</u> on the following reserves:</p> <ul style="list-style-type: none"> • Ruatuna Road/Ōhiwa Harbour Recreation Reserve and Esplanade Reserves, Ōhiwa Spit Reserves, Ohiwa Beach Reserves, Waiōtahe Esplanade Reserve, Ōpōtiki Harbour Reserve and Te Ngaio Recreation Reserves, parts of Te Kaha Recreation Reserve, Whanarua Bay Recreation Reserve, Waihau Bay Recreation Reserve, Memorial Park/Show Grounds, Ōpōtiki Domain and Waioeka Domain. <p>Overnight camping <u>is permitted</u> where:</p> <ol style="list-style-type: none"> 1. Permission has been obtained from the Ōpōtiki District Council for a one off event. 2. The reserve is subject to a current lease that permits commercial camp ground operation. 3. Freedom Camping is permitted at designated locations within the following reserves: Waiōtahe Recreation Reserve , SH2; Hukuwai Beach Recreation Reserve, SH35; Te Kaha Recreation Reserve, Maraetai Bay SH35, and subject to the following conditions: <ol style="list-style-type: none"> a) Stay is for a maximum period of 3 consecutive nights. b) Six camp sites (only) per reserve to be designated by signs placed on the reserve stating ‘Overnight Camping Zone’. <ul style="list-style-type: none"> • Freedom Camping is permitted at Hoani Waititi Memorial Reserve, Ōmaio Beach Rd at designated sites, for a maximum period of 14 consecutive days. 		

Objective
<ul style="list-style-type: none"> (i) To prohibit camping within reserves that are not suitable for this purpose. (ii) To permit freedom camping on selected reserve. (iii) To provide appropriate facilities at reserves designated for freedom camping and where appropriate lease reserves for the operation of commercial camp grounds. (iv) To promote safe camping and protection of the environment within designated camping grounds.
Policy
<ul style="list-style-type: none"> (v) To support the visitor industry within the District. (vi) Designated camping grounds will be identified in the reserves management plan. (vii) Lease a portion of Ōhiwa Domain and; Volkners Island Reserve, for the purpose of commercial campground. (viii) Freedom camping with restrictions is permitted in the following ODC reserves: Waiōtahe Recreation Reserve, Hukuwai Beach Recreation Reserve, and Te Kaha Recreation Reserve, Hoani Waititi Memorial Reserve, and Maraetai Bay. (ix) Restrictions as to length of stay and location within the reserve shall apply to freedom camping at reserves identified in Policy III.

Policy Number 3.2.11	Shooting on Reserves	Reference to Ōpōtiki District Reserves Policy Manual 4.12.2
Issue		
<p>The ODC have a number of reserves within the rural area and reserves adjacent to water bodies. Indigenous vegetation land and grassland reserves may provide encouragement for the illegal shooting of game birds and other small mammals. Game bird and water fowl hunting is generally not permitted on any reserve or water body administered by ODC unless specifically allowed for within individual reserve management plans (as per the ODC District Plan). Licences for game bird hunting are administered by the Eastern Fish and Game ODC under the provisions of the Wildlife Act 1953 and the Conservation Act 1987.</p>		
Objective		
<ul style="list-style-type: none"> (i) To prohibit shooting on reserves. 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Not permit shooting on reserves in accordance with the ODC District Plan. 		

Policy Number 3.2.12	Refuse and Waste Disposal	Reference to Ōpōtiki District Reserves Policy Manual 4.14
Issue		
<p>The Local Government Amendment Act (No4) 1996 requires all territorial authorities to adopt a waste management plan that makes provision for the collection, reduction, reuse, recycling, recovery treatment and disposal of waste in the District. The aim of the plan is to avoid nuisance or injury to public health whilst have regard for the environmental and economic costs and benefits to the District. The ODC Waste Management Strategy was adopted in 2005.</p> <p>The dumping of waste on reserves or the inappropriate use of existing waste disposal receptacles can significantly detract from the amenity values and proper functioning of reserves. The ODC encourage the policy of ‘pack in pack out’ as refuse disposal receptacles are not provided.</p>		
Objective		
<p>(i) To preserve the reserves recreation, cultural and environmental values of reserves through appropriate disposal and collection of waste.</p> <p>(ii) The disposal and collection of waste be in accordance with the Local Government Amendment Act (No.4) 1996 and the ODC Waste Management Plan 1997.</p>		
Policy		
<p>The Council will:</p> <p>(i) Not provide waste disposal receptacles on reserves and encourage reserve users to subscribe to a ‘pack in pack out policy’.</p>		

Policy Number 3.2.13	Fire Management	Reference to Ōpōtiki District Reserves Policy Manual 4.16
Issue		
<p>Vegetation on the light sandy soils of the coast dries out quickly and is highly flammable throughout much of the year. Any fire in the reserves threatens the natural values of the reserves and neighbouring properties.</p>		
Objective		

- (i) To minimise the risk of fire within reserves by retaining sufficient fire fighting resources to rapidly extinguish any outbreak of fire that does occur.
- (ii) Fires will be prohibited in the reserves unless specifically permitted by the ODC.

Policy

The Council will:

- (i) Not permit fires on reserves without prior approval.
- (ii) Allow access for the control of fires onto reserves.

3.3 Physical Character Policies

Policy Number 3.3.1	Natural Features and Landscapes	Reference to Ōpōtiki District Reserves Policy Manual 5.1
Issue		
The protection of outstanding natural features and landscapes from inappropriate use and development are designated in the Resource Management Act 1991. Inappropriate plantings, poorly located structures, uncontrolled pedestrian access and pressure to develop recreational facilities can result in loss of natural character or landscape values of the reserves.		
Objective		
<ul style="list-style-type: none"> (i) To preserve, protect, maintain and enhance the landform and landscape integrity of the Ōpōtiki District reserves and coastline. (ii) To ensure that reserve development or management practice does not detract from natural features and landscapes of the reserves. 		
Policy		
The Council will:		
<ul style="list-style-type: none"> (i) Protect and enhance the natural character and visual amenity of the reserves and beaches. (ii) Allow natural features or processes such as stream meander to not be altered unless there is a safety risk. (iii) Prevent or minimise any human activity or land use that may interfere with the reserves and contribute to pollution, land instability, erosion and sedimentation. (iv) Ensure that physical works are designed to be compatible with the local environment as far as practicable. Ensure that hard protection works do not significantly modify the reserve or beach. Landscape and ecological assessments by suitably qualified specialists will be required for any proposed significant 		

earthworks.

- (v) Identify and preserve the natural character of the Ōpōtiki District reserves. Identify any natural and historic resources within the reserves network, and prioritise any remedial works to be completed.
- (vi) Have a co-ordinated approach between the ODC, Environment Bay of Plenty, and Department of Conservation in the preservation and restoration of dunes.

Policy Number 3.3.2	Archaeological and Historic Sites	Reference to Ōpōtiki District Reserves Policy Manual 5.2
Issue		
Archaeological and historic sites contribute to the values of the reserves and should be managed properly to avoid by inappropriate use by the community. There are a number of reserves in the District that are culturally significant to Maori and other cultures and contain a number of archaeological sites.		
Objective		
To recognise and protect the heritage values, archaeological and geological features and sites of historic significance within the reserve network in consultation with Tangata Whenua and in a manner consistent with the requirements of the Historic Places Act (1993) and the ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value and Resource Management Act.		
Policy		
The Council will:		
<ul style="list-style-type: none"> (i) Identify Maori and any other cultures heritage sites within the reserves including recorded archaeological sites. (ii) Assess the state of the identified heritage sites and develop strategies for their protection and appropriate restoration. (iii) Develop signage, artworks and general park infrastructure to promote identified heritage sites (where appropriate). (iv) Manage the reserves and all features of cultural significance located within the reserves to ensure their long term conservation. (v) Ensure that public access, recreational activities and planting are managed in a way that recognises features of cultural and heritage significance. (vi) The following activities will not take place within historic reserves and reserves with registered archaeological sites without prior archaeological assessment and/or 		

advice (including reference to the Historic Places Trust where appropriate):

- Any earthworks including excavations, drilling, tunnelling, grading, roading, and other soil disturbances (including fencing and walking track formation).
- Any deposit of substance on to the land.
- Any construction, building, erection and placement of any structure.
- Any mining, quarrying, or mineral exploration or extraction.
- Any tree planting, any animal or pest plant control measure that involves ground disturbance.

Policy Number 3.3.3	Biodiversity Enhancement and/or Restoration	Reference to Ōpōtiki District Reserves Policy Manual 5.3
Issue		
<p>The ODC reserves network includes a number of reserves with a diverse range of vegetation including indigenous vegetation land, wetlands, water bodies, coastal reserves and dune environments.</p> <p>Some reserves contain significant indigenous vegetation and wildlife that are important for the maintenance of biodiversity. Vegetation provides habitat for wildlife, visual amenity values, and reduces erosion and sedimentation of coastal waters. These values can be threatened by inappropriate use and/or introduced fauna and flora. The use of indigenous, ecologically appropriate plant species where reserve has high biodiversity values is important. For restoration plantings the ODC will implement the use of eco sourced plants where practicable.</p> <p>Many of the habitats in the reserves are degraded and require active management and protection from grazing, uncontrolled dogs, pest animals and human activities.</p> <p>There are areas of significant indigenous vegetation and wildlife that will require ongoing management to maintain or enhance those values.</p>		
Objective		
<p>(i) To conserve, protect and enhance the vegetation and wildlife of the reserves and in the coastal environment.</p> <p>(ii) To prepare and implement a programme of staged ecological restoration at high priority sites within the reserve network including coastal reserves and dunes.</p>		
Policy		
<p>The Council will:</p> <p>(i) Prepare planting plans for all re-vegetation. Where there is no management plan for a reserve, ODC will supply a list of preferred plants.</p>		

- (ii) Continue to manage the vegetation cover of the reserves so that the archaeological, cultural and landscape values of the reserve are protected.
- (iii) Ensure reserves that contain large areas of bush, established re-vegetation sites and wetlands are protected.
- (iv) Identify priority reserve sites, and develop a restoration plan. Encourage and facilitate community involvement in all re-vegetation and restoration programmes.
- (v) Manage public access to reserves to minimise degradation of biodiversity using signs to highlight biodiversity concerns and importance of using designated access ways.
- (vi) Preserve the character of the environment by assisting natural processes. Allow natural processes to continue unobstructed, except where established services or assets must be protected or the processes occurring will lead to a natural disaster (i.e. flooding or earthquake damage).
- (vii) Encourage the re-establishment of dunes by promoting soft engineering options such as planting and sand replenishment. Facilitate dune restoration and maintenance through planting and fencing.
- (viii) Identify and protect significant habitats within the reserves.

Policy Number 3.3.4	Care of the Coastal Environment	Reference to Ōpōtiki District Reserves Policy Manual 5.4
Issue		
The Ōpōtiki District has a sandy coastline, high in amenity, which is affected by continuing degradation of the natural dune systems. Dune degradation reduces their ecological value, subsequently threatening natural dune vegetation and animal communities that occupy these areas. Dune degradation also increases the risk to property and infrastructure from coastal processes and hazards. From time to time the Ōpōtiki District experiences severe weather conditions which have a detrimental effect on the coastal environment.		
Objective		
Protect, enhance and restore the natural coastal environment in accordance with the Coast Care BOP Plan (2009 draft) and measures to protect dunes from vehicle damage.		
Policy		
The Council will:		
<ul style="list-style-type: none"> (i) Educate those who manage, or use ODC beaches about the importance of protecting dunes. (ii) Increase community involvement in Coastcare projects. (iii) Protect and enhance the natural character and biodiversity of dunes and the beach 		

environment by promoting soft engineering options such as planting and sand replenishment.

- (iv) Continue to implement regular maintenance on ODC beaches to ensure that existing works remain effective. Maintenance works to reflect the existing environment.
- (v) Obtain resource consent for regular maintenance work carried out on the site to enable works to be undertaken progressively or in the event of storm damage.
- (vi) Develop a procedure for responding rapidly should storm damage threaten the integrity of existing works.

Policy Number 3.3.5	Pest Plant Management	Reference to Ōpōtiki District Reserves Policy Manual 5.6
Issue		
<p>The integrity, health and survival of the forest and indigenous wildlife are dependent on effective pest plant management. Invasive plants are present at various sites throughout the reserves network and are having a detrimental environmental, ecological and visual impact on the conservation values of indigenous (and some planted exotic) vegetation within reserves.</p> <p>Maintenance and enhancement of the native vegetation in the coastal reserves is dependent upon the control and/or eradication of unwanted plants</p>		
Objective		
<ul style="list-style-type: none"> (i) To continue the programme of pest plant removal and/or control (with associated re-vegetation) in required areas. (ii) To protect and maintain indigenous vegetation and fauna habitats from the detrimental impacts of pest plants 		
Policy		
<p>The Council will:</p> <ul style="list-style-type: none"> (i) Retain the overall responsibility for the pest plant maintenance of the reserves unless otherwise specified. (ii) Work in collaboration with the Environment Bay of Plenty Regional Council in the management of pest plants in accordance with the Regional Pest Plant Strategy. (iii) Survey problem plant infestations within the reserves and determine control priorities. (iv) Pest Plant Management Programmes will be prioritised in accordance with 		

<p>the policies, rules and priorities set in the Regional Pest Plant Strategy.</p> <p>(v) Undertake pest plant management by employing both chemical and mechanical methods.</p> <p>(vi) Educate the community on the problem of garden waste dumping on the margins of reserves and inappropriate planting of exotic plants.</p> <p>(vii) Maintain and monitor pest plant control and continue to prioritise areas for action.</p> <p>(viii) Increase and enhance the quality of habitat for indigenous flora and fauna through pest control mechanisms.</p> <p>(ix) Control (and where appropriate and feasible) eradicate pest plant species where they threaten the biodiversity and sustainability of the coastal reserve vegetation.</p> <p>(x) Liaise with adjoining land management agencies and landowners to establish and maintain co-ordinated pest plant control programmes.</p>

Policy Number 3.3.6	Pest Animal Management	Reference to Ōpōtiki District Reserves Policy Manual 5.7
Issue		
<p>Indigenous wildlife (particularly native birds, reptiles and insects) contribute significantly to the ecological attributes of the reserves and the user's enjoyment and experience of it, and as such the preservation, creation and enhancement of wildlife habitats should be actively pursued. Various pest animals are present in the reserves and threaten indigenous vegetation and fauna. These pest animals include rabbits, possums, rats, mice, mustelids and feral cats. Domestic livestock can also encroach upon and damage reserve vegetation.</p>		
Objective		
<p>(i) To promote, enhance and maintain the diversity of native wildlife through the establishment, enhancement and preservation of suitable natural habitats throughout the reserves.</p> <p>(ii) To help maintain the ecological values of the reserves by minimising the detrimental impacts of pest animals and straying domestic stock.</p>		
Policy		
<p>The Council will:</p> <p>(i) Where practicable develop and manage the reserves to create wildlife habitats which will attract indigenous animal and bird species.</p> <p>(ii) Collaborate with the Bay of Plenty Regional Council in the management and control</p>		

of pest animals in accordance with the Regional Pest Animal Strategy.

- (iii) Prioritise pest animal management programmes in accordance with the policies, rules and priorities set in the Regional Pest Animal Strategy.
- (iv) Encourage the development of nesting areas by planting of food-producing and shelter trees.
- (v) Prohibit stock grazing of nominated reserves to promote wildlife.
- (vi) Continue current pest animal programmes and expand to cover all reserves and coastal areas within resources available.
- (vii) Monitor the effectiveness of ongoing pest animal management and related impacts and set priorities for pest animal control annually.
- (viii) Educate the public on the threats that domestic pets pose to native fauna and any practical solutions available.
- (ix) Encourage native wildlife protection through pest animal control and dog restraint in vulnerable areas and through the use of appropriate educational and informative signage.
- (x) Ensure that all pest animal control measures including the setting of traps and distribution of bait will be undertaken by qualified operators. All traps and bait will be set and distributed in accordance with manufacturer's specifications and best practice methods.

Policy Number 3.3.7	Stormwater Disposal and Water Runoff	Reference to Ōpōtiki District Reserves Policy Manual 5.8
Issue		
These problems have been intensified by the increasing development of Ōpōtiki District for residential purposes over recent years, and the high number of discharge points onto reserves. Excessive stormwater and water run-off can cause severe pollution and erosion into our waterways and foreshore reserves.		
Objective		
(i) To manage stormwater runoff.		
Policy		
The Council will:		
(i) To manage stormwater discharge into the reserves and foreshore and include the following considerations:		
<ul style="list-style-type: none"> • Promote stormwater treatment. Implement mechanisms to control water quality contamination through stormwater 		

outflows.

- Encourage land use practices that prevent pollutant run-off from site.
- Reduce stormwater contamination from roading networks via regular street cleaning, catch-pit maintenance and catch-pit upgrades.
- Investigate soft engineering solutions, for example the implementation of grassy swales, planting riparian margins and establish wetland treatment systems.

(ii) Undertake any work on stormwater outlets in consultation with Environment Bay of Plenty, Iwi and the local community where appropriate.

(iii) Educate the community on effects of soil run off from earthworks, vegetation removal, disposal of contaminants and the downstream effects of disposing pollutants directly into or adjacent to waterways that empty into the foreshore reserves. Encourage landowners to manage streams that pass through their property and advise them of their stream maintenance obligations and methods to enhance water quality and ecological diversity.