

Mangawhai Coastal & Harbour Reserves

Reserve Management Plan Process

Community Engagement Plan Process – Phase 3, September 2007

1.0 Introduction

As the part the Reserve Management Plan (RMP) and Reserve Design processes, SOUL has committed to a Community Engagement Plan (CEP) in order to stream line the communication strategies required for effective RMP consultation.

2.0 Council Approval Methodology

To achieve Council approval of the CEP Soul has initiated the process outlined in our Offer of Service which incorporates the following milestones during the CEP inception.

- SOUL will generate the Draft CEP after consultation with Council Officers
- Draft CEP will be presented to Council Officers and subsequently the Project Steering Committee and the Council Liaison Group for Approval
- SOUL will finalise the CEP based on received feedback

At present the CEP is at the finalisation point, having had its review from council representatives, Councillors and the Council Liaison Group.

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3.0 Community Engagement Plan

Reserve Management Plan & Specific Reserve Plans Status	Stakeholders	Engagement Process Required	Actions to be Undertaken	Timing
RMP – initial discussion	Council Liaison Group	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	4 Sept 10 Sept
			<ul style="list-style-type: none"> • 	
Preliminary Draft Specific Reserve Design Plans & Preliminary Draft RMP	Project Steering Committee	Review	<ul style="list-style-type: none"> • Provide document for review • Meet or receive comments remotely 	29 Oct 7 Nov
	Community Liaison Group	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	20 Oct 12 Nov
	iwi	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	20 Oct 12 Nov
	Public	Open Day – (AP)	<ul style="list-style-type: none"> • Confirm date & venue • Publicise in local newsletters etc • Hold meeting • Receive feedback 	(KDC) (KDC) 24 Nov
		Carnival Day - tent	<ul style="list-style-type: none"> • Receive feedback 	3 Dec

	Council Officers, Council Project Steering Group , CLG & iwi	Reporting	<ul style="list-style-type: none"> • Electronically • Make recommendations 	25 Jan
Preliminary Specific Reserve Design Plans & Draft RMP	Council	Adoption of draft	<ul style="list-style-type: none"> • Council meeting 	5 Mar
	Proximate Landowners	Mail out to remote owners as below	<ul style="list-style-type: none"> • Council to provide addresses • KDC or SOUL to disseminate 	2 Mar 12 Mar
	Proximate Residents	Letter drop to residences Informing of process, meeting & document location & dates, involvement opportunities	<ul style="list-style-type: none"> • Draft letter – liaise with Council Officer • Finalise letter • SOUL or KDC to disseminate 	2 Mar 6 Mar 12 Mar
	iwi	Meeting (perhaps more than 1 meeting depending on number of iwi involved)	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	6 Mar 26 Mar
	DoC	Mail Copy	<ul style="list-style-type: none"> • Receive feedback 	6 Mar
	Community Liaison Group	Meeting	<ul style="list-style-type: none"> • Inform members of date & venue • Receive feedback 	6 Mar 26 Mar
	Public	Open Day	<ul style="list-style-type: none"> • Confirm date & venue • Publicise in local newsletters etc • Hold meeting • Receive feedback/submissions 	6 Mar 6 Mar 29 Mar (TBC)
		Reference	<ul style="list-style-type: none"> • Place copy in Mangawhai Library, Information Centre & online 	12 Mar-20 May

	Council Officer & Council Project Steering Group & iwi	Reporting	<ul style="list-style-type: none"> • Electronically • Make recommendations 	10 Jun
	Community Liaison Group	Reporting	Inform group of PSG conclusions	20Jun
Final RMP & Final Specific Reserve Design Plans	Council	Hearing	<ul style="list-style-type: none"> • Confirm date & venue • Present marked up Draft RMP • Hear submissions 	21 Jun (KDC) KDC Plan Hearing
	Council	Mail	<ul style="list-style-type: none"> • Send in Final RMP 	28 June
			<ul style="list-style-type: none"> • 	
Draft Specific Reserve Design Implementation Programme	iwi	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	10 Mar 4 April
	Council Liaison Group	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Receive feedback 	4 April 28 April
	Council Officer	Electronically	<ul style="list-style-type: none"> • Send in final 	21 May
Final Specific Reserve Design Implementation Programme	Project Steering Group & Council Officer	Meeting	<ul style="list-style-type: none"> • Confirm date & venue • Hold meeting • Gain approval 	21 May 11 June