

Middle Road, Havelock North: Archaeological Management Plan

1. Introduction

CDL Land New Zealand Ltd (CDL) are submitting a substantive application under the Fast-track Approvals Act 2024 to subdivide five properties at 92, 108 and 148 Middle Road and 139 Te Aute Road, Havelock North (Pt Lot 2 DP 10118, Lot 1 DP 10118, Lot 1 DP 600024, Lot 2 DP 600024 and Lot 179 DP 10453) (approximately 30.6 ha) including associated infrastructure for housing development. CDL commissioned an archaeological and heritage assessment from CFG Heritage Ltd in support of the substantive application. The assessment recommended that CDL apply for an archaeological authority from The Environmental Protection Authority under Section 42(4)(i) and Schedule 8 of the Fast-track Approvals Act 2024 during the Substantive Application.

This Archaeological Management Plan is required to accompany the authority application, and outlines where an archaeologist must be present for earthworks, contractor briefings, responsibilities of parties and contact details.

2. Purpose of this document

Heritage New Zealand Pouhere Taonga (HNZPT) require that an Archaeological Management Plan (AMP) be prepared and submitted to them for approval as part of the authority application progress. While no archaeological sites are recorded on the properties and none were recorded during assessment, the villa on the adjacent property at 84 Middle Road may pre-date 1900 and so is potentially an archaeological site under the definitions of the Heritage New Zealand Pouhere Taonga Act 2014. Associated features may be present on the CDL properties (note that there is no reasonable cause to suspect pre-European Māori archaeology on the properties). This document therefore provides appropriate protocols for mitigating the effects of any modification or destruction.

CDL will apply for the authority and be the authority holder. The authority holder has the ultimate responsibility to ensure that the conditions of the authority are met. In practice, the authority holder devolves day-to-day responsibility for fulfilling the conditions of the authority to the Section 45 Project Archaeologist and other appropriate agents within their professional capacity, as set out in this works plan.

Specifically, this plan has been developed to;

1. provide operation guidelines to achieve these aims;
2. meet best heritage practice;
3. meet legislative expectations for managing effects on the archaeological sites;

4. identify the potential impacts from the project activities and document controls for management;
5. ensure that all parties are fully aware of their obligations under the relevant statutes, regulations, authorities and contracts; and
6. establish the roles and responsibilities that the parties to the works plan have in implementing the protocols.

3. Definitions

Archaeological Authority or Authority means an approval gained for the project under either the HNZPTA or under section 42(4)(i) of the Fast-track Approvals Act 2024.

Archaeological Site (or Site) is as defined in the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPTA), being any place in New Zealand that:

- i. Was associated with human activity that occurred before 1900 or is the site of the wreck of any vessel where that wreck occurred before 1900; and
- ii. is or may be able through investigation by archaeological methods to provide evidence relating to the history of New Zealand.

Contractor refers to the company or persons responsible for carrying out activities such as, but not limited to, earth moving or geotechnical investigations, which may result in effects to archaeological sites.

Hapū Representatives refers to the nominated representatives of Tamatea Pōkai Whenua.

Project Archaeologist is the archaeologist approved by Heritage New Zealand Pouhere Taonga (HNZPT) under section 45 of the HNZPTA. Some of the archaeological work may be undertaken by other qualified archaeologists under the direction of the Project Archaeologist. The general term 'Archaeologist' is used to denote either the Project Archaeologist or a qualified archaeologist working under their direction.

Project Manager means the person providing professional services to manage the project on behalf of the CDL.

Site Supervisor refers to the person nominated by the Contractor to oversee and manage their operations.

4. Construction management procedures

Pre-start requirements

1. Prior to the start of project works, the Project Archaeologist will meet the Contractors/Project Manager on site to brief them on the archaeological requirements and areas to be monitored by the archaeologist.
2. The Project Archaeologist will ensure that the Contractor/Project Manager have a copy of the Authority and Archaeological site instruction accessible on site and will provide confirmation to HNZPT that they have been received and understood, either by providing copies of both documents signed by the Contractor/Project Manager,

or by obtaining email confirmation from the Contractor/Project Manager, copied to HNZPT.

3. The Contractor must give the Project Archaeologist at least 2 weeks' notice that that works shown in Figure 1 and discussed below are about to begin. Figure 1 shows an area of "Indicative area of high archaeological potential", but it must be noted that this is indicative only and should be regarded as an alert, not a bounded area.

Figure 1. Site clearance plan with indicative area of high archaeological potential highlighted.

Earthworks phase

Archaeological Investigation and Monitoring

1. Recorded Archaeological Sites will be subject to investigation and recording consistent with accepted archaeological practice.
2. Monitoring by the Project Archaeologist to record pre-1900 archaeological deposits and features will continue until natural subsoil has been reached, or until it becomes clear that the area has been modified to the point where no archaeology would be expected, or until sufficient sampling has been carried out.
3. Any pre-1900 archaeological deposits or features exposed during monitoring will be recorded and sampled by the Archaeologist consistent with the Research Design and in accordance with the requirements of the Authority. At a minimum:
 - a. detailed notes of each feature and deposit will be made;
 - b. all subsurface features located will be mapped on the site plan;
 - c. All, or a suitable sample, of subsurface features will be excavated following archaeological best practice;
 - d. stratigraphic drawings and photographs of features and deposits will be prepared as determined by the Project Archaeologist;
 - d. middens and similar deposits will be sampled for analysis, including faunal analysis and radiocarbon dating;
 - e. a sample of artefacts will be retained for analysis and their positions marked on the site plan.
4. Additional Archaeologists will be brought to site as required to assist in the monitoring, and for the subsequent archaeological recording and sampling.
5. The Contractor will allow sufficient time and opportunity for the Archaeologist to record and sample archaeological features or deposits encountered. The Archaeologist will record the archaeological features or deposits as quickly as possible so that earthworks may resume without undue delay.
6. Works will not recommence in the immediate vicinity of the archaeological site until advised by the Project Archaeologist.
7. Areas considered to have low archaeological potential will be managed by the Project Archaeologist using spot-monitoring or an on-call procedure.

On Call Procedure

If the Project Archaeologist is temporarily absent or works are taking place outside the areas identified for monitoring, and suspected archaeological features, deposits or artefacts are exposed by earthworks, the Site Supervisor will immediately halt works within 10 m of the find, and will contact the Project Archaeologist to advise whether the remains are archaeological, and if so, to record them.

1. The Site Supervisor will secure the area so that the finds are not interfered with.
2. The Project Archaeologist will advise HNZPT if any significant archaeological features or deposits are exposed that were not anticipated.
3. If archaeological deposits or features relating to Māori occupation are exposed, the Project Archaeologist will inform the appropriate Hapū Representatives and HNZPT.
4. If human bone (kōiwi tangata) or taonga (Māori artefacts) are encountered, the protocols set out below will be followed.
5. Works will not recommence in the immediate vicinity of the archaeological site until advised by the Project Archaeologist.

Protocols relating to human remains (kōiwi tangata)

If bone material is identified that could potentially be human, the following protocol will be adopted:

1. Earthworks/investigation should cease in the immediate vicinity while the Project Archaeologist or relevant osteological specialist establishes whether the bone is human.
2. If bone is confirmed to be human (kōiwi tangata), the Project Manager will immediately contact the relevant Hapū Representatives, HNZPT and the New Zealand Police.
3. The site will be secured in a way that protects the kōiwi as far as possible from further damage.
4. Consultation will be undertaken with the relevant Hapū Representatives, HNZPT, the New Zealand Police and the Authority holder to determine and advise the appropriate course of action. No further action will be taken until responses have been received from all parties, and the kōiwi will not be removed until HNZPT have been advised.
5. The Hapū Representatives will advise on appropriate tikanga and be given the opportunity to conduct any cultural ceremonies that are appropriate.
6. If the Hapū Representatives agree, the bones may be disinterred and further analysed by an osteological specialist prior to reburial, in line with the HNZPT guidelines *Kōiwi Tangata Human Remains* (2010).
7. The Archaeologist will continue to update and advise Hapū Representatives, HNZPT, the New Zealand Police and the Authority holder as work proceeds.
8. Project works at the site can recommence as soon the bones have been removed, and HNZPT have been advised.

5. Post Earthworks Phase

Archaeological Analysis and Reporting

1. Artefacts and samples retained from the site will be analysed and recorded by a specialist with the appropriate training and skills for that class of find.
2. Any significant wooden or metal artefacts recovered will be analysed and considered for conservation by appropriate specialists.
3. Within 20 working days of the completion of the archaeological investigation under each authority, a no-finds report or an interim report will be provided to HNZPT as appropriate. Report contents will be informed by the HNZPT Guidelines 12 Archaeological Report Guideline.
4. The Project Archaeologist will ensure the New Zealand Archaeological Association site record form is updated to the site recording database within 20 working days of the archaeological works being completed.
5. A single final report, or a number of combined final authority reports as appropriate, detailing archaeological works, analysis and interpretation will be completed within the timeframes identified in the Authority and will be provided to the parties identified in the Authority.

6. Authority Holder's responsibilities

The authority holder (CDL) has the following responsibilities:

1. To ensure that the conditions and protocols outlined in the Authority and this AMP are complied with by earthworks Contractors.
2. To advise HNZPT of the start and finish dates of any required archaeological investigations.
3. To ensure that sufficient time is provided to carry out any archaeological investigations required.
4. To provide sufficient site security to ensure that archaeological material on site is protected from unlawful excavation or removal.
5. To ensure that a copy of the Archaeological Authority is accessible on site and its contents are made known to all earthworks Contractors and subcontractors.

7. Contractor's responsibilities

1. To meet the Project Archaeologist on site prior to the start of works for a briefing on the archaeological requirements.
2. To provide the Project Archaeologist with 10 working days' notice that project earthworks will commence, and to ensure that an Archaeologist is present when earthworks begin in the areas requiring monitoring.
3. To comply with the Authority conditions and the requirements of this AMP.
4. To ensure that a copy of this Archaeological Management Plan is kept on site and its contents are made known to all Contractors and Subcontractors.
5. To ensure a safe working environment for the Archaeologists, including but not limited to removing all heavy machinery from the immediate vicinity of the investigation, unless the machinery is working under archaeological supervision.

6. To allow the Archaeologists sufficient time to investigate and record any archaeological remains before resuming works in the immediate vicinity.

8. Project Archaeologist's responsibilities

1. To provide onsite briefings to contractors about the work required and how to identify possible archaeological sites during works.
2. To ensure that the methodology set out above is implemented.
3. To maintain communication with the Contractor, Hapū Representatives and HNZPT.
4. The Project Archaeologist will be responsible for deciding if potential archaeological features pre-date 1900.

M.C. Cuthill

Director
CFG Heritage

18 September 2026

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9. Contact details

Project Archaeologist	Matthew Campbell [REDACTED]
CDL	TBC
Hapū	Tamatea Pōkai Whenua TBC
Heritage NZ Tauranga	Rachel Darmody 07 578 1229 [REDACTED]
Contractors	TBC

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