

I hereby give notice that an Ordinary meeting of the

Mangawhai Community Park Governance Committee

will be held:

Date: Monday 21 August 2017

Time: 10.00 am

**Venue: Kaipara District Council Offices, The Hub, 6 Molesworth Drive,
Mangawhai.**

Open Agenda

Membership

Chair: Councillor Anna Curnow

Members: Messrs Maurice Langdon and Jim Wintle, Councillor Peter Wethey

Seán Mahoney
Democratic Services Manager

smahoney@kaipara.govt.nz

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Meeting of the Mangawhai Community Park Governance Committee

Monday 21 August 2017, Mangawhai

1 Opening

1.1 Present

1.2 Apologies

1.3 Confirmation of Agenda

The Committee to confirm the Agenda.

1.4 Conflict of Interest Declaration

Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

2 Confirmation of Minutes

2.1 Meeting of Mangawhai Community Park Governance Committee Minutes: 09 May 2017

Democratic Services Manager 1611.03

A copy of the unconfirmed minutes is attached.

Recommended

That the Minutes of the meeting of Mangawhai Community Park Governance Committee held on 09 May 2017, be confirmed as a true and correct record.

Mangawhai Community Park Governance Committee

meeting held

Date	Tuesday 09 May 2017
Time	Meeting commenced at 10.00 am Meeting concluded at 11.28 am
Venue	Kaipara District Council Offices, The Hub, 6 Molesworth Drive, Mangawhai
Status	Unconfirmed

Minutes

Membership

Chair: Councillor Anna Curnow

Members: Messrs Maurice Langdon and Jim Wintle, Councillor Peter Wethey

Seán Mahoney
Democratic Services Manager

smahoney@kaipara.govt.nz

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Unconfirmed

Meeting of the Mangawhai Community Park Governance Committee
Tuesday 09 May 2017, Mangawhai
1 Opening
1.1 Present

Councillor Anna Curnow (Chair)

Messrs Maurice Langdon and Jim Wintle and Councillor Peter Wethey

In Attendance

Name	Designation	Item(s)
Sue Hodge	Parks and Community Manager	All
Sean Mahoney	Democratic Services Manager	All (Minute-taker)

Adjournments

Nil.

Absences

Nil.

1.2 Apologies

Nil.

1.3 Confirmation of Agenda

The Committee confirmed the Agenda.

1.4 Conflict of Interest Declaration

Name	Conflict
Jim Wintle	Trustee of the Pioneer Village Trust

2 Confirmation of Minutes

2.1 Meeting of Mangawhai Community Park Governance Committee Minutes: 20 February 2017

Democratic Services Manager 1611.03

Moved Wintle/Wethey

That the Minutes of the meeting of Mangawhai Community Park Governance Committee held on 20 February 2017, be confirmed as a true and correct record.

Carried

3 Operational

3.1 Mangawhai Community Park Master Plan Operations Update: February to May 2017

Parks and Community Manager 4702.13.06/OR

Moved (1) Wethey/Langdon

That the Mangawhai Community Park Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Mangawhai Community Park Master Plan, Operations Update: February to May 2017' dated 01 May 2017 and the information contained therein; and*
- 2 *Notes that an original site and building size and style was approved for the Mangawhai Artists Inc, and if the Mangawhai Artists Inc wishes to vary from this, they need to either:*
 - *Have a different architectural style size and site within the Historic Village; or*
 - *Utilise smaller historic village buildings within the village; or*
 - *Establish a new build at the rear of the historic village; or*
 - *Find another site within the Park which the Committee will assist with.*

Carried

Moved (2) Langdon/Wethey

That the draft minutes are presented to the Friends meeting on 12 May 2017.

Carried

Moved (3) Wintle/Wethey

Note the works programme report and resolve to postpone the installation of the toilet for a year while the site is completed.

Carried

4 Closure

The meeting closed at 11.28 am.

Confirmed

Chair

unconfirmed

3 Operational

File number: 4702.13.06/OR **Approved for agenda**
Report to: Mangawhai Community Park Governance Committee
Meeting date: **21 August 2017**
Subject: **Mangawhai Community Park Master Plan Operations Update: June to August 2017**
Date of report: 08 August 2017
From: Sue Hodge, Parks and Community Manager
Report purpose **Decision** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

The Mangawhai Community Park Governance Committee (MCPGC) is charged with implementing the Mangawhai Community Park Master Plan (the Master Plan) for the Mangawhai Community Park. The revised Mangawhai Community Park 2015/2025 Work Programme was adopted in June 2016 and modified in May 2017.

Progress against the Works Programme in the Master Plan is outlined below:

- Good progress is being made to upgrade the buildings and connect power as well as the formation of the central courtyard feature of the Village;
- The Mangawhai Arts Incorporated is still in discussions around a site near the Pioneer Village for their new building.
- The Friends have agreed on the classification of the internal paths to reduce conflict with cyclists and pedestrians

Council is currently developing the draft Long Term Plan 2018/2028 and the Friends of Mangawhai Community Park have recommended to the Committee to increase capital funding as part of this process.

Recommendation

That the Mangawhai Community Park Governance Committee:

- 1 *Receives the Parks and Community Manager's report 'Mangawhai Community Park Master Plan, Operations Update: June to August 2017' dated 08 August 2017 and the information contained therein; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and;*
- 3 *Recommends that Council funds the development of Mangawhai Community Park in the draft Long Term Plan 2018/2028 at a slightly higher level of funding of \$150,000 per annum for the first three years and then return to \$100,000 each year for the remainder of the plan; and*
- 4 *Recommends that Council includes in the consultation document and source documents for the Long Term Plan 2018/2028 a one-off grant to Mangawhai Activity Zone (MAZ) funded from Financial*

Contributions.

Reason for the recommendation

This will keep the MCPGC up-to-date on progress and relevant information regarding the ongoing Park operations and works.

Reason for the report

To report on the Mangawhai Community Park Master Plan (the Master Plan) operations, providing an update for the June to August 2017 period.

Background

The Master Plan was developed after public consultation and feedback and adopted by Kaipara District Council on 25 November 2014.

The Vision for the Park is:

Mangawhai Community Park will be a visible, predominantly natural, public space at the entrance to Mangawhai Heads, used (freely) by the community for recreation and enjoyment of the outdoor environment.

A capital budget of \$100,000 per annum was approved in the Long Term Plan (LTP) 2015/2025 for the development of the Park from Financial Contributions (Reserves).

Council agreed to the setting up of a standing committee (Mangawhai Community Park Governance Committee - MCPGC) and that the MCPGC sets up a Friends of Mangawhai Community Park to ensure the community and stakeholders continue to be involved in the development and restoration of the Park.

The Friends work directly with Council officers to assist with the implementation of the Works Programme and, where appropriate, to undertake maintenance as required. The Parks and Community Manager is their key Council contact and is responsible for ensuring they operate in a safe manner.

Mangawhai Community Park Operations Update

The following is a summary of activities, operations and maintenance work carried out over the last five months within the Park.

Master Plan Implementation

Below is Year 3-5 of the revised Master Plan and we are currently in Year 3 which includes the following projects:

2017/2025 Works Programme				
Museum/Pioneer Village hub	Y3		Y4	Y5
Description	2017-18		2018-19	2019-20
	Forecast	Actual		
Complete landscaping around Village	\$55,000	\$33,850		
Install toilet [\$60k/pan]				
Power installation to site	\$10,000			
Create heritage gardens/paths/steps etc.	\$10,000			
Wider Park				
Implement planting programme	\$5,000		\$5,000	\$5,000
Install signs and interpretation			\$10,000	
Upgrade walkway between Bowling Club to Service lane Bowling Club to Museum			\$20,000	\$10,000
Engineering investigation into service lanes	\$15,000			
Create service lane opposite Seabreeze Road				
Create service lane through MAZ				\$80,000
Remove exotics	\$5,000		\$5,000	\$5,000
Protection of MERTZ cottage				
MAZ				
Concrete entrance				
Seal car park			\$60,000	
MAZ second entrance				
Total Costs	\$100,000	\$33,850	\$100,000	\$100,000

Progress against the work programme is outlined below:

1 Pioneer Village / Museum hub

Good progress is being made to upgrade the buildings and connect power as well as the formation of the central courtyard feature of the Village.

The Mangawhai Arts Incorporated was advised of MCPGC's recommendations regarding their preferred site and scale of their building. A number of site meetings have been held and a letter (**Attachment 1**) received.

2 Wider Park

The Friends group is meeting regularly to share information between the various community groups in the Park, including proposed events (**Attachment 2**). They are also discussing future potential developments at the Park. The Friends have agreed on the designation of the parks tracks (**Attachment 3**) to reduce cyclist/pedestrian conflict.

3 Boundaries/leases

The Museum has requested their leased be reduced so that the carpark becomes a shared area. This will require Council to approve the amendment. A report will be received at the September 2017 meeting.

General matters

Finance

Council is currently developing the LTP 2018/2028. This is a chance to amend the direction that Council set in 2015. The Terms of Reference of the MCPGC include making recommendations to Council

regarding capital budgets.

The following projects have been included in the first three years of the draft LTP:

Project	18/19	19/20	20/21
Mangaw hai Community Park - implement Master Plan	150,000	150,000	150,000
Mangaw hai Community Park - MAZ	100,000		

In Years 4-10 is proposed that \$100,000 is set aside for Mangawhai Community Park to implement the Master Plan.

Council's current policy is that \$100,000 is committed annually from the 40% of Financial Contributions collected and made available for district-wide projects. In the next three years it is proposed that this is topped up with a local share of \$50,000 to progress development faster.

It is also recommended that Council includes in the consultation document and source documents for the LTP 2018/2028 a one-off grant to Mangawhai Activity Zone (MAZ) funded from Financial Contributions.

Factors to consider

Community views

The Master Plan was developed using a public process and reflects the views of the community and other stakeholders at the time of its development. The Plan was adopted in November 2014.

Policy implications

The financial budgets are set within the LTP and respective Annual Plan.

The funding received is from financial contributions received by Council through development, like subdivisions.

Financial implications

It is the Parks and Community Manager's responsibility to ensure all operations are conducted within budget.

Legal/delegation implications

There are no delegation issues; the MCPGC has delegated authority from Council to govern Mangawhai Community Park in accordance with its Terms of Reference.

Options

The Committee has the following options:

Option A: Support the recommendation to Council to fund the development of Mangawhai Community Park in the draft LTP 2018/2028 at a slightly higher level of funding of \$150,000 per annum for the first three years and then return to \$100,000 each year for the remainder of the Plan and include in the consultation document and source documents for the draft LTP 2018/2028 a one-off grant to the Mangawhai Activity Zone.

Option B: Not support the funding recommendations and/or develop an alternative recommendation.

Assessment of options

Option A will ensure the funds are set aside in the draft LTP 2018/2028 at slightly higher levels to the LTP 2015/2025 for the development of Mangawhai Community Park.

Option B may or may not ensure funds are set aside in the draft LTP 2018/2028 at similar levels to the LTP 2015/2025 for the development of Mangawhai Community Park.

Assessment of significance

This is not a significant activity on Mangawhai Community Park and as such is not considered to be significant in terms of Council's Significance and Engagement Policy.

Recommended option

The recommended option is **Option A**.

Next step

Continue to implement the Works Programme.

Attachments:

- Attachment 1: [Mangawhai Arts Incorporated](#)
- Attachment 2: [Minutes of Friends](#)
- Attachment 3: [Track designation](#)



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2 July 2017

Councillor Anna Curnow
Chair, Mangawhai Community Park Governance Committee, Kaipara District Council
Cr.Curnow@kaipara.govt.nz

Dear Anna,

Mangawhai Artists Incorporated

Mangawhai Artists Inc confirms interest in Mangawhai Community Park, with a view to agreeing a development site and concept plan for Mangawhai Community Art Centre. We would much appreciate the advice of your Committee and the Council's Building Team in relation to site options.

The membership of Mangawhai Artists Inc has anticipated a *Development Agreement* and *Licence to Occupy* part of the Mangawhai Community Park designated for community use. These expectations are based on previous communications with the Council's Parks and Community Manager, Friends of Mangawhai Community Park and the Governance Group.

This letter clarifies the purpose and key design features of the future Mangawhai Community Art Centre. The concepts derive from community consultation and strategic sessions with members.

The purposes of a Mangawhai Community Art Centre are to function as:

- a Community Art Centre
- a community Educational Centre for the Arts, delivering activities and events for participants of all ages
- a gallery to display various forms of visual art
- a site for art classes and workshops for 20 – 30 people to stimulate, support and enhance creativity in the local and surrounding communities
- a community venue for events open to artists and the community such as presentations, 'meet the artist', demonstrations of creative activities and school holiday art programmes.

The Mangawhai Community Art Centre building envisaged requires:

- a footprint of approximately 200 sq. metres
- stud height to a minimum of 2.7 metres (necessary to display larger artworks)
- control over ambient lighting eg placement of windows and doors
- layout to enable art classes to be held as well as art displayed (approximately two thirds art display, one third workshop)
- good indoor-outdoor flow for events and exhibitor openings
- a location with high visibility to passing traffic.

It must be *fit for purpose* and sustainable over several decades with minimum maintenance. We consider that a new build is desirable, constructed in an agreed and feasible style. Proposals to re-site an older building such as a 1950s bungalow, would not meet the needs nor be suitable because of the stud height, structure and range of risks.

The members have appreciated the successful temporary gallery and workshop situated next to the Library Hall in Mangawhai Village. With over 10,000 visits in the year since it opened, there would be no advantage in purchasing a building of similar size and layout in the Pioneer Village site.

Mangawhai Artists Inc (MAI) submitted to The Friends of the Mangawhai Community Park and The Pioneer Village Trust in March 2017, a specific plan for a Community Art Centre in keeping with the Pioneer Village. MAI was pleased with a positive response, however subsequent informal communications have been ambiguous. The roadside site originally proposed for MAI no longer appears feasible. We are keen to explore options with a view to agreeing a suitable and feasible site. We are open to options other than the heritage single-story design submitted. We have a fund-raising strategy which we will activate when we have agreement on a defined site and general features of the building and project.

In summary, we remain strongly interested to invest in Mangawhai Community Park on behalf of the community, subject to a visible site of suitable size.

We would appreciate the advice of your Committee and the Council's Building Team so we can clarify options, work with the relevant parties and move forward.

Thank you for your interest in the proposed Mangawhai Community Art Centre.

Kind regards

Mary-Anne

Mary-Anne Boyd
Chair

Cc Peter Wethey, Kaipara District Council
Grant Mitchell, Mangawhai Artists Inc

**MINUTES OF THE MEETING OF THE FRIENDS OF THE MANGAWHAI COMMUNITY PARK HELD
FRIDAY, 11 AUGUST, 2017**

PRESENT: J. Wintle, (Chairperson), C. Gallagher, G. Hosking, E. Gray, W. Stott, M. Boyd, H. Watson, D. Wingate, G. Smith

APOLOGIES: S. Hodge, G. Mitchell

MINUTES: The minutes of the meeting held 12 May, 2017 were approved.

Moved J. Wintle, seconded W. Stott – CARRIED

CORRESPONDENCE: one item received from Orang Otang re. Proposal for Pine Tree Removal. This to be discussed later in the meeting

FINANCE:

1. The balances of the MELA Grants held by the Mangawhai Community Trust, were tabled
Balance as at 30.06.2017: \$8224.69
Payment made since 30.06.2017: Orang Otang \$250.00
Receipt: MELA Grant for 2017/2018 \$15,000
Balance as at 11.08.2017: \$22,973.69
2. The 2017-2025 Works Programme spreadsheet was tabled. This showed a change indicating the toilet block being cancelled with funding from this being allocated to the landscaping of the Pioneer Village

ARTS GROUP: Mary-Anne Boyd, President of Mangawhai Arts Group, presented the Group's report

- The group is still looking at sites within the park and is to obtain a geotech report to ascertain the feasibility of the site in from the Tara Rd School
- The Arts Group is also looking at other possibilities for the siting of its headquarters

PIONEER VILLAGE: David presented the Pioneer Village report

- David is looking at the positioning of other buildings that will be part of the Pioneer Village. Possible buildings include those of the Arts Group and the Ulrich Cottage
- David emphasised the need to be aware of required funding for the ongoing maintenance requirements for the buildings and the overall site
- The Pioneer Village, through David, has access to business plans for a similar project in Tauranga

MUSEUM: Emma presented the Museum report

- The Botique Markets have been successfully commenced
- Sponsorship for this year's Bows and Bells has been obtained
- Emma passed out to representatives, a list of museum events for the remainder of the year

TRACKS: Gordon presented the Tracks report

- Appropriate plantings are being planned for areas adjacent to the car parks
- Weed spraying to be carried out along the walking tracks, mainly to control asparagus fern
- The Tracks Group have been putting in extensions to board walks to cope with the high water tables and mud created during the very wet winter
- The routes for the main connecting tracks have been identified

- Gordon emphasised that the Orang Otang payment was for work carried out on the Merz historical site
- There has been some public concern that plantings along Molesworth Drive opposite the Moir Point Rd intersection are causing visual obstruction for road users. Gordon is recommending that about 40 plants be removed. Smaller plants can be placed down the bank and some larger plants may have to be discarded but where possible, the plants will be re-used
- Jim reminded the meeting that MELA funding can be used for maintenance activities on the tracks within the park
- David queried the possibility of plaques to be placed in the park recognising people who have significantly contributed to the community. Gordon suggested that seats placed in the park could carry out this purpose. The consensus of the meeting was that this topic be an agenda item for the next meeting
ACTION – Graeme
- Colin expressed thanks to the Tracks Group for the work carried out on the board walks

MAZ: Colin informed the meeting of funding needs for MAZ, specifically for requirements relating to the use of MAZ facilities for the lead up to the 2020 Olympic Games

- There is an urgent requirement for up to \$500,000 to bring facilities up to suitable standards to be used for selection and training of New Zealand skateboard representatives for the 2020 Olympic Games. MAZ has submitted an application to KDC for funding to come from the Reserve Fund. This has been relegated to the next ten year plan. This is unacceptable to MAZ as it will delay preparations beyond feasible times
- Jim suggested that an application to KDC could be made through the Friends of the Mangawhai Community Park. Colin to forward detail to Graeme so a submission can be prepared. Graeme to circulate this to representatives for comment before forwarding to KDC. **ACTION – Colin, Graeme**
- David suggested that the submission include a request for a meeting with the full council. The consensus of the meeting was that this would be appropriate

Moved J. Wintle, seconded D. Wingate – that the Friends of Mangawhai Community Park fully support the request by the Mangawhai Activity Zone for funding assistance from the Kaipara District Council's Reserve Fund, to allow preparations to be carried out to support trials and training for New Zealand Olympic Games' Skateboard Representatives CARRIED

Warren reported on MAZ activities

- Signs re. dogs within MAZ needed. Hamish to ascertain whether KDC can assist
ACTION – Hamish
- At times, the MAZ carpark is overcrowded. The sealing of this is currently scheduled for 2018/2019. Concern was also expressed re. the poor condition of the car park. Broad Spectrum have offered to maintain this by grading and filling in pot holes. Hamish to follow up with Broad Spectrum
ACTION – Hamish
- Warren and Gordon are looking at the possibility of a shell path connecting the Pioneer Village with MAZ. David reminded the meeting of the need for paths to be formed in such a way that they cater for disabled people
- Following a query re. floor materials for the outdoor gym, Colin informed the meeting that absorbent materials will be put in place before it is opened
- Upcoming event – 22 October at skateboard bowl

GENERAL BUSINESS:

1. The Orang Otang submission re. Proposal for Pine Tree Removal was discussed. Gordon expressed the opinion that the trees are an asset to the park and is concerned about the need to clean up following

the removal of the trees and the costs of replanting. An independent assessment of the values of the trees would be required plus a replanting plan

2. The Merz historical site was discussed. At the next meeting of the Friends decisions re. the actions to be taken on the site and the relics will need to be made. Jim informed the meeting that materials from the demolition of the old pump site in Olsen Ave could be used

The Chairperson closed the meeting at 5.15 p.m.

Minutes Confirmed: _____

Date: _____

Mangawhai Community Park – Track designation

Background

With the increasing development of tracks, both walking and cycling, within the park there is a need to specify an agreed use to prevent conflict and ensure all users enjoy the park to the full. To this end three categories of track use are recognised:

- Walking only
- Walking/cycling dual use
- Cycling only



Figure 1. Track designations.

Walking only

The primary walking only track is the Last of the Summer Wine, the first track established in the park and the main link between the information centre park entry and the museum. This track should be upgraded to day walk standard and wheelchair access standard considered.

The second walking only track is that connecting the MAZ with the Last of the Summer Wine by way of the Big Pohutukawa.

Walking/Cycling

Two key tracks are designated for dual use as walking and cycling, Paul's Track and the track linking the Pioneer Village with MAZ. On these tracks users are encouraged to respect this dual use and be considerate of users of opposite inclination.

Cycling only

The cycling only track has been purpose made and links the MAZ with Paul's Track crossing the Last of the Summer Wine at one point. While some walkers will no doubt continue to use this track cyclists will have right of way. The MTB areas to the north and south of MAZ remain MTB only and are separate from, and not connected to, any other park tracks.

Closure

**Kaipara District Council
Dargaville**