

I hereby give notice of an Ordinary meeting of the

Meeting	Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date	Wednesday 05 December 2018
Time	2.00pm
Venue	Lighthouse Function Centre – 32 Mount Wesley Coast Road, Dargaville

Open Agenda

Membership

Chair: Rex Nathan

Members: Trish Harding, Matiu Wati and Willie Wright
Councillors Victoria del la Varis-Woodcock and Karen Joyce-Paki

Staff and Associates:

Parks and Recreation Manager, Governance Advisor (Minute-taker)

Jason Marris
General Manager Governance, Strategy and Democracy

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**Combined Pou Tu Te Rangi Joint Management Committee
and Harding Park Committee meeting
Wednesday 05 December 2018, Dargaville**

1 Opening

1.1 Karakia

1.2 Present

1.3 Apologies

1.4 Confirmation of Agenda

The Committee to confirm the Agenda.

1.5 Conflict of Interest Declaration

Committee members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a Committee 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 the Committee.

2 Deputations and Presentations

2.1 Sadie Parker

Ride or walk trails at the Pou Tu Te Rangi Harding Park

2.2 Kauri Coast Promotion Society (Sue Curtis and Raewyn Sills)

Historic River Walk signs at the Pou Tu Te Rangi Harding Park

3 Confirmation of Minutes

3.1 Minutes of the Extraordinary meeting held 23 October 2018

General Manager Governance, Strategy and Democracy 1607.13

Recommended

That the minutes of the meeting of the combined Pou Tu Te Rangī Joint Management Committee and Harding Park Committee held 23 October 2018 be confirmed as a true and correct record.

Meeting	Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date	Tuesday 23 October 2018
Time	Meeting commenced at 1.11pm Meeting concluded at 2.07pm
Venue	Northern Wairoa War Memorial Hall – 37 Hokianaga Road, Dargaville
Status	Unconfirmed

Minutes

Membership

Chair: Rex Nathan

Members: Trish Harding, Matiu Wati and Willie Wright
Councillors Victoria del la Varis-Woodcock and Karen Joyce-Paki

Staff and Associates:

Parks and Recreation Manager, Governance Advisor (Minute-taker)

Jason Marris
General Manager Governance, Strategy and Democracy

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Unconfirmed

**Extraordinary meeting of combined
Pou Tu Te Rangī Joint Management Committee and Harding Park Committee
Tuesday 23 October 2018 in Dargaville**

1 Opening

Pursuant to Clause 22(2), Schedule 7 of the Local Government Act 2002, the Mayor called an Extraordinary meeting of combined Pou Tu Te Rangī Joint Management Committee and Harding Park Committee.

1.1 Karakia

Iwi Relations Manager opened the meeting with a karakia.

1.2 Present

Rex Nathan (Chair), Willie Wright, Councillor Victoria del la Varis-Woodcock and Councillor Karen Joyce-Paki

[Secretarial Note: The Committee noted the resignation of Trish Harding. Robert Harding, who had been nominated by Mayor Smith but not yet formally appointed by the Minister of Conservation, attended the meeting but did not cast any votes.]

Attendance

Name	Designation	Item(s)
Hamish Watson	Parks and Recreation Manager	All
Mark Schreurs	Policy Analyst	All
Francis Toko	Iwi Relations Manager	All
Lisa Hong	Governance Advisor	All (Minute-taker)

1.3 Apologies

Nil.

1.4 Confirmation of Agenda

The Committee confirmed the Agenda.

1.5 Conflict of Interest Declaration

Nil.

2 Deputations and Presentations

Nil.

3 Confirmation of Minutes

3.1 Minutes of the combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee meeting held 05 September 2018

General Manager Governance, Strategy and Democracy 1607.13

Moved del la Varis-Woodcock/Wright

That the minutes of the combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee meeting held 05 September 2018 be confirmed as a true and correct record.

Carried

4 Decision

4.1 Dog Control in Pou Tu Te Rangi Harding Park – Recommendation to Council

Parks and Recreation Manager 4702.06

[Secretarial Note: Policy Analyst tabled page 32 of the current Kaipara District Policy on Dogs and Dog Management Bylaw¹. The Committee requested that staff circulate the draft policy to the Committee, and that feedback be sought from Te Uri o Hau during the consultation process.]

Moved Wright/Joyce-Paki

That the combined Pou Tu Te Rangi and Harding Park Joint Management Committee:

- 1 *Receives the Parks and Recreation Manager's report 'Dog Control in Pou Tu Te Rangi Harding Park' dated 02 October 2018, and the tabled page 32 of the current Kaipara District Policy on Dogs and Dog Management Bylaw; 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 to Council that dogs be excluded from the Pou Tu Te Rangi Historic Reserve/Pā site (being Lot 1 DP 79437), with leash control for the remainder of Pou Tu Te Rangi Harding Park, through an amendment to the Kaipara District Policy on Dogs and Dog Management Bylaw.*

Carried

5 Information

5.1 Pou Tu Te Rangi Harding Park Provincial Growth Fund Application

Community Relationships Manager 4702.06

Moved Wright/del la Varis-Woodcock

That the combined Pou Tu Te Rangi and Harding Park Joint Management Committee:

- 1 Receives and notes the Community Relationships Manager's report 'Pou Tu Te Rangi Harding Park Provincial Growth Fund Application' dated 08 October 2018 and the information contained therein; and*
- 2 Directs the staff to prepare a draft Provincial Growth Fund application to be adopted by the Committee at its 05 December 2018 meeting.*

Carried

Closure

Meeting closed at 2.07pm.

Confirmed

Chair

Kaipara District Council

Dargaville

ⁱ Page 32 of the current Kaipara District Policy on Dogs and Dog Management Bylaw

4 Decision

File number: 4702.06 **Approved for agenda**
Report to: Pou Tu Te Rangi Harding Park Governance Committee
Meeting date: **05 December 2018**
Subject: **Provincial Growth Funding Application for Pou Tu Te Rangi Harding Park**
Date of report: 21 November 2018
From: Darlene Lang, Community Relationships Manager
Report purpose **Decision** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

A Provincial Growth Funding (PGF) Application has been written to fund a feasibility study to investigate potential redevelopment opportunities for the Pou Tu Te Rangi Harding Park site. The application will be tabled at the Committee meeting.

Recommendation

That Kaipara District Council:

- 1 *Receives the Community Relationships Manager's report 'Provincial Growth Funding Application for Pou Tu Te Rangi Harding Park' dated 21 November 2018; 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 *Approves the Provincial Growth Funding Application, to fund a feasibility study to identify potential opportunities for the Pou Tu Te Rangi Harding Park site, to be submitted to Ministry of Business, Innovation and Employment (MBIE).*

Reason for the recommendation

To approve the PGF application for submitting to MBIE.

Reason for the report

To seek approval from the Pou Tu Te Rangi Harding Park Governance Committee for the Provincial Growth Fund (PGF) application to be submitted to MBIE.

Background

In 2018, the New Zealand Government announced that it has allocated three billion dollars over a three year term to invest in regional economic development through the PGF.

The fund process has an express application path, which is designed for projects less than \$100,000. This process is designed to allow a quicker response on the application.

The express application process provides the opportunity to apply for a feasibility study to be completed to identify potential opportunities for the Pou Tu Te Rangi Harding Park site. This could, in turn, inform a subsequent full application to the PGF.

The feasibility study will look at:

- increasing tourism numbers and opportunities associated with the current infrastructure e.g. cultural tourism with Kaipara Uri;
- increased economic development with employment opportunities directly related to the site, as well as potential employment opportunities that would be symbiotic to this site;
- increasing social connectivity as a town, district and a region;
- identifying the current private and public tourist 'experiences' within the district and region, and identifying possible links within these to create specific tourist packages into Northland from this starting point;
- improving the site to showcase the significance cultural and historical taonga of the region;
- identifying ongoing maintenance costs to help establish a robust maintenance contract.

Options

Option A: To approve the PGF Application be submitted to MBIE.

Option B: To not approve the PGF Application be submitted MBIE.

Assessment of options

Option A: Submitting the PGF Application could allow the opportunity to fund a feasibility study for Pou Tu Te Rangi Harding Park.

Option B: By not submitting the PGF Application there will be no potential funding for a feasibility study for Pou Tu Te Rangi Harding Park.

Recommended option

The recommended option is **Option A**.

Next step

Submit the PGF Application and await a response.

There are no timeframes with regards to when the applications are approved or declined.

Attachments

- PGF Application – to be tabled at the meeting

5 Information

File number: 4702.06 **Approved for agenda**
Report to: Combined meeting of Pou Tu Te Rangi Joint Management Committee and
 Harding Park Committee
Meeting date: **05 December 2018**
Subject: **Operations Update: September 2018 – November 2018**
Date of report: 22 November 2018
From: Hamish Watson, Parks and Recreation Manager
Report purpose **Decision** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

The Harding Park Committee has been established to work alongside the Pou Tu Te Rangi Joint Management Committee to implement the adopted 2012 Pou Tu Te Rangi and Harding Park Reserve Management Plan (RMP).

There is a \$100,000 capital works budget available in 2018/2019 to implement the Works Programme that was approved in the Long Term Plan 2018/2028.

A summary of activities, operations and maintenance work carried out over the months of September 2018 to November 2018 is reported below.

Recommendation

That the Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee receives the Parks and Recreation Manager's report 'Operations Update: September 2018 – November 2018' dated 22 November 2018 and the information contained therein.

Reason for recommendation

This will keep the Committee up-to-date on progress and relevant information regarding the ongoing operations and implementation of the Pou Tu Te Rangi and Harding Park Reserve Management Plan.

Reason for the report

To report on the operations by providing an update for the September 2018 – November 2018 period and the 2018/2019 Capital Works Programme.

Background

The Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee (PTTRHP Committee) is charged with implementing the July 2012 Pou Tu Te Rangi and Harding Park Reserve Management Plan (RMP).

The adoption of the RMP signalled the start of a new phase for this site and its wider surrounds. It is intended that any future development or land use decisions must recognise the RMP's shared vision/goals for Harding Park and Pou Tu Te Rangi Pa (Park and Pa site).

Operations update

- The recommendation from the PTTRHP Co-Governance Committee as agreed at the last Committee meeting to ban dogs from Lot 1 DP 79437, with leash control for the rest of the Park, will go to the Council briefing on 06 December 2018 for discussion as part of the proposed Dog Control Bylaw for the district;
- Staff are looking at options for the walking tracks to bypass the area identified to ban dogs if the Dog Control Bylaw is adopted;
- Staff are currently working with the main users of the Park to reform the Harding Park Advisory Committee and get these meetings functional again;
- Staff were approached by users of the Park to look at options for traffic slowing devices at the bottom of the hill on the way down to slow traffic before they re-enter the two-way system again. We have been advised by the roading contractor that a speed bump will be the best option for this, and on this advice we are trialling a speed bump;
- Rotary has expressed an interest to have another planting day next April. Staff will work with Rotary to implement this initiative;
- An incident was reported to Staff by the Museum Manager of campers having rocks thrown at their camper and they were unable to leave the site due to the gates being locked at night. Discussion was had within Council Staff and an agreement was reached that we should not be locking the gates and stopping campers from being able to leave if they wanted to or had to;
- The Dalmatian 160 year celebrations were held on 10 November 2018.

Capital Works Programme for 2018/2019

Council has approved \$100,000 per annum capital works and the Committee adopted the 2018/2019 Works Programme.

Project	Budget \$	Spend to date \$	Comments
Signage including Pa Hui	25,500		Hui to be arranged.
Bollards – Traffic control outside Museum and others around the Park	10,000		Bollards for outside Museum currently being fabricated.
Furniture	15,000		Picnic tables have been ordered - pads to be poured and tables installed by early December 2018.
Landscape design/architect	14,000		Had onsite meeting with Littoralis, they are now working on the design.
Plants	10,000		This will be completed in the next planting season, working with Dargaville Intermediate School to provide plants.
Vegetation removal	10,000		This is programmed to start in December 2018.
Implementation of landscape design	15,500		Waiting on design and approval
Total	\$100,000	\$	

Factors to consider

Community views

The RMP was developed using a public process and reflects the views of the community and other stakeholders at the time of its development. The Park and Pa site are popular with locals and visitors to the area, and are considered to be amongst Dargaville's greatest attractions. Public interest in any decision relating to governance of this area is therefore high.

Policy implications

There are no policy implications as all recommendations are consistent with the RMP.

Financial implications

It is the Parks and Recreation Manager's responsibility to ensure all operations are conducted within budget. The financial budgets are set within the Long Term Plan and respective Annual Plans.

Legal/delegation implications

There are no delegation issues. The Harding Park Committee has delegated authority from Council to govern Harding Park in accordance with its Terms of Reference.

Assessment of significance

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

Next step

Implement the approved 2018/2019 Capital Works Programme and continue to maintain the developments undertaken to date.

Closure

**Kaipara District Council
Dargaville**