

I hereby give notice of an Ordinary meeting of the

Meeting	Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date	Tuesday 05 March 2019
Time	2.00pm
Venue	Lighthouse Function Centre – 32 Mount Wesley Coast Road, Dargaville

Open Agenda

Membership

Chair: Rex Nathan

Members: Robert 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

Contents

		Page
1	Opening	1
1.1	Karakia	1
1.2	Present	1
1.3	Apologies	1
1.4	Confirmation of Agenda	1
1.5	Conflict of Interest Declaration	1
2	Deputations and Presentations	1
3	Confirmation of Minutes	1
3.1	Minutes of the committee meeting held 05 December 2018	3
4	Decision	9
4.1	Historic River Walk – inclusion of Pou Tu Te Rangi Harding Park into walk	11
4.2	Mountain Bike Trail – Pou Tu Te Rangi Harding Park	15
5	Information	21
5.1	Pou Tu Te Rangi Harding Park Operations Update - December 2018 to February 2019	23
	Closure	25

**Combined Pou Tu Te Rangi Joint Management Committee
and Harding Park Committee meeting
Tuesday 05 March 2019, 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

3 Confirmation of Minutes

3.1 Minutes of the committee meeting held 05 December 2018

General Manager Governance, Strategy and Democracy 1607.13

Recommended

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

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
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

Contents

1	Opening.....	3
1.1	Karakia	3
1.2	Present.....	3
1.3	Apologies	3
1.4	Confirmation of Agenda	3
1.5	Conflict of Interest Declaration	3
2	Deputations and Presentations	4
2.1	Sadie Parker	4
2.2	Kauri Coast Promotion Society (Sue Curtis and Raewyn Sills).....	4
3	Confirmation of Minutes.....	4
3.1	Minutes of the Extraordinary meeting held 23 October 2018	4
4	Decision	4
4.1	Provincial Growth Funding Application for Pou Tu Te Rangi Harding Park	4
5	Information	5
5.1	Operations Update: September 2018 – November 2018	5
	Closure	5

**Minutes of the combined Pou Tu Te Rangi Joint Management Committee
and Harding Park Committee meeting
Wednesday 05 December 2018, Dargaville**

1 Opening

1.1 Karakia

Francis Toko opened the meeting with a karakia.

1.2 Present

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

Attendance

Name	Designation	Item(s)
Hamish Watson	Parks and Recreation Manager	All
Mike Collins	Parks Officer	All
Darlene Lang	Community Relationships Manager	3—Close
Francis Toko	Iwi Relations Manager	All
Lisa Hong	Governance Advisor	All (Minute-taker)

1.3 Apologies

Moved Joyce-Paki/Nathan

That the apology of Willie Wright be received.

Carried

1.4 Confirmation of Agenda

The Committee confirmed the Agenda.

1.5 Conflict of Interest Declaration

Nil.

2 Deputations and Presentations

2.1 Sadie Parker

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

Sadie Parker spoke in the public forum and tabled photos of mountain bikingⁱ.

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

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

Sue Curtis and Raewyn Sills spoke in the public forum and tabled a written version of their presentation and signage mockupsⁱⁱ.

3 Confirmation of Minutes

3.1 Minutes of the Extraordinary meeting held 23 October 2018

General Manager Governance, Strategy and Democracy **1607.13**

Moved **Joyce-Paki/del la Varis-Woodcock**

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

Carried

4 Decision

4.1 Provincial Growth Funding Application for Pou Tu Te Rangi Harding Park

Community Relationships Manager **4702.06**

[Secretarial Note: Community Relationships Manager tabled the draft Provincial Growth Fund application for Pou Tu Te Rangi Harding Park Re-Developmentⁱⁱⁱ.]

Moved **del la Varis-Woodcock/Joyce-Paki**

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).*

Carried

5 Information

5.1 Operations Update: September 2018 – November 2018

Parks and Recreation Manager 4702.06

[Secretarial Note: The Committee requested that a new report on Historic River Walk signage to be brought to the Committee's meeting in March 2019, incorporating new information received from the Dargaville Promotional Society. The Committee also requested staff to investigate a possible mountain bike track, incorporating information received from Sadie Parker.]

Moved Nathan/Joyce-Paki

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.

Carried

Closure

Meeting closed at 3.17pm.

Confirmed.....

Chair.....

Kaipara District Council

Dargaville

ⁱ Photographs of mountain biking (tabled by Sadie Parker)

ⁱⁱ Written version of Dargaville Promotional Society presentation and signage mockups (tabled by Sue Curtis)

ⁱⁱⁱ Draft Provincial Growth Fund application for Pou Tu Te Rangi Harding Park Re-Development (tabled by Community Relationships Manager)

4 Decision

Historic River Walk – inclusion of Pou Tu Te Rangī

Harding Park into walk

Meeting: Combined Pou Tu Te Rangī Joint Management Committee
and Harding Park Committee

Date of meeting: 05 March 2019

Reporting officer: Hamish Watson, Parks and Recreation Manager

1 Purpose/Ngā whāinga

At the December 2018 committee meeting, a presentation from Sue Curtis and Raewyn Sills, on behalf of the Amber Threads Tales and Trails, was made on the inclusion of Pou Tu Te Rangī Harding Park into the above walk. Ms Curtis, on behalf of the group, sought the possible installation of three signs within the Park as part of the wider historical walkway project.

2 Recommendation/Ngā tūhunga

That Combined Pou Tu Te Rangī Joint Management Committee and Harding Park Committee:

- a) directs the Chief Executive to develop an agreement with Amber Threads Tales and Trails regarding their Historic River Walk project for the installation of three signs within Pou Tu Te Rangī Harding Park.

3 Executive summary/Whakarāpopotanga

The committee received a presentation from the Amber Threads Tales and Trails seeking the installation of three signs. The committee expressed concerns with different aspects of the signage and asked that a further report to be brought back for consideration.

4 Context/Horopaki

The three locations for inclusion as part of the walk are: the Aratapu Library, the Rainbow Warrior mast and the Wesleyan Mission site. If approved, these sites will host three of 25 identified for signage in the walk.

5 Discussion/Ngā kōrerorero

5.1 Options/Ngā kōwhiringa

There are two options proposed:

Option A - Allow the installation of signs – The committee expressed concern at the last meeting regarding the longevity and construction of the proposed signage within the Park. The committee can instruct staff to work with the walkway project and develop an agreement with the project managers. This agreement can include: the positioning of signage, height of signs, responsibility for maintenance and any other areas of concern for the committee. An agreement also provides assurance for the walkway project. The inclusion of signage could identify areas of interest to both visitors and locals who are unaware of the park's many attractions.

Option B - Decline the installation of signs – The committee may decline the application for the installation of signage. The implication of this would be the exclusion of potential visitors to the park.

5.2 Policy and planning implications/Kaupapa here me hoahoa hīraunga

The Pou Tu Te Rangi and Harding Park Reserve Management Plan (RMP) talks about the lack of cohesion between existing elements of signage, interpretation and banding of the site. This has largely been addressed with the standardisation of signage currently in the park.

There is nothing in the current RMP that would have any policy or planning implications for this decision.

5.3 Financial implications/Ngā ahumoni hīraunga

There are no financial implications for the committee with this decision. Costs for the project are being borne by the project and an agreement for the project will ensure that there are no long term costs needing to be carried by the park.

5.4 Risks and mitigations/Ngā tūraru me ngā whakatika

There are no known risks associated with this decision.

6 Significance and engagement/Hirahira me ngā whakapāpā

The recommendation does not trigger Council's Significance and Engagement Policy.

7 Next steps/E whaiake nei

Staff develop an agreement for the project prior to the installation of three signs.

Hamish Watson

11 February 2019

Mountain Bike Trail – Pou Tu Te Rangi Harding Park

Meeting: Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee

Date of meeting: 05 March 2019

Reporting officer: Hamish Watson, Parks and Recreation Manager

1 Purpose/Ngā whāinga

At the December 2018 committee meeting, a presentation from Sadie Parker was made on establishing a mountain bike trail within the park. The committee requested staff to investigate a possible mountain bike trail incorporating information received from Sadie Parker.

2 Recommendation/Ngā tūtohunga

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

- a) approves the establishment of a mountain bike trail in Pou Tu Te Rangi Harding Park, in principle.
- b) directs the Chief Executive to provide a scoping and feasibility report for a mountain bike trail in Pou Tu Te Rangi Harding Park which, when completed, is to be brought back to the committee to make a recommendation to Kaipara District Council.

3 Executive summary/Whakarāpopototanga

The committee expressed interest in the concept of a mountain bike track within Pou Tu Te Rangi Harding Park. This report seeks committee approval for the establishment in principle of the mountain bike trail and for staff to scope further what is involved and the cost associated with establishing such a facility. Once this work has been completed, the further report will be brought back to the committee to consider and make a recommendation to council.

4 Context/Horopaki

Sadie Parker, along with her partner Des Cogan, owns a cycle business in Dargaville Township. Through this, Sadie has identified a gap for a bike track facility in Dargaville. Currently when approached, Sadie has to refer cyclists to Taharoa Domain at Omamari or Mount Parahaki in Whangarei as the closest facilities of this kind.

5 Discussion/Ngā kōrerorero

5.1 Options/Ngā kōwhiringa

Some of the area proposed for the mountain bike trail is part of a sublease with the Kaipara Vintage Machinery Club and is grazed by cattle. If the committee agrees in principle and requests staff to undertake a scoping and feasibility report, it would be recommended that discussion be had at the onset with the Dargaville Museum and the Kaipara Vintage Machinery Club as occupiers of the park.

Attachment A shows the area identified as the potential site of the mountain bike trail. The land area in question is approximately three hectares.

5.2 Policy and planning implications/Kaupapa here me hoahoa hīraunga

There are no known policy and planning implications as a result of this recommendation. The activity of a mountain bike track would complement current activities onsite and would make the park appeal to a different demographic of the population.

5.3 Financial implications/Ngā ahumoni hīraunga

The physical works are proposed to be funded externally by the proponents led by Sadie Parker and Des Cogan. There will be some cost for the council associated in producing a scoping and feasibility report which can be accommodated within current professional services budgets. The report to follow will be able to provide a greater understanding of all the financial costs and implications for the proposed trail.

5.4 Risks and mitigations/Ngā tūraru me ngā whakatika

There are no known risks associated with this decision.

6 Significance and engagement/Hirahira me ngā whakapāpā

The recommendation made is to agree in principle for the establishment of a mountain bike trail.

The decisions or matters of this report do not trigger the significance criteria outlined in council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

7 Next steps/E whaiake nei

Undertake a scoping and feasibility report to be presented to the committee upon completion.


8 Attachments/Ngā tapiritanga

Number	Title
A	Map of the area proposed for mountain bike trail.


Hamish Watson

11 February 2019

PTTRHP Mountain Bike Trail

 Area of Interest



 Scale: 1:2187
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000
Bounds: 1677634.75989699,6019926.80177626
1678039.22985341,6020429.64067774

The information provided is an indication only and needs to be validated in the field.
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5 Information

Pou Tu Te Rangi Harding Park Operations Update - December 2018 to February 2019

Meeting: Combined Pou Tu Te Rangi Joint Management Committee and
Harding Park Committee

Date of meeting: 05 March 2019

Reporting officer: Hamish Watson, Parks and Recreation Manager

1 Purpose/Ngā hāinga

To report on the operations by providing an update for the December 2018 - February 2019 period and the Capital Works Programme.

2 Recommendation/Ngā tūtohunga

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

- a) notes the Parks and Recreation Manager's report 'Pou Tu Te Rangi Harding Park Operations Update - December 2018 to February 2019'.

3 Executive summary/Whakarāpopototanga

A summary of activities, operations and maintenance work carried out over the months of December 2018 to February 2019 is reported below.

4 Context/Horopaki

- The draft Dog Bylaw Policy with the committees' recommendations will be going to the Council meeting on 28 February 2018 for approval to go out for public consultation, if approved this process will run from 5 March 2019 to 10 April 2019.
- The Harding Park Advisory Committee is meeting again.
- Staff have not received any updates on the PGF application.
- 5 x picnic tables have been installed around the Museum area and Tank Hill.
- Vegetation clearance around the pond has started.
- Removable bollards to help with traffic management during larger events have been made, the fixing points for these are still to be installed.

Capital Works Programme for 2018/2019

Council has approved \$100,000 per annum for 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 held Thursday 21 March.
Bollards – Traffic control outside Museum and others around the Park	10,000	2,000	
Furniture	15,000	18,204	
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	3,000	This will include creation of new track around Pā site, due to begin late March.
Implementation of landscape design	15,500		Waiting on design and approval
Total	\$100,000	\$23,204	

4.1 Financial implications/Ngā ahumoni hīraunga

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

4.2 Policy and planning implications/Kaupapa here me hoahoa hīraunga

There are no policy implications.

4.3 Risk/Ngā tūraru

There are no known risks.

5 Significance and engagement/Hirahira me ngā whakapāpā

This matter does not trigger Council's Significance and Engagement Policy.

Hamish Watson

21 February 2019

Closure

**Kaipara District Council
Dargaville**