

I hereby give notice of the following Ordinary meeting:

Meeting	Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date	Tuesday 04 June 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
Willie Wright
Councillor Victoria del la Varis-Wood
Councillor Karen Joyce-Paki

Jason Marris
General Manager Governance, Strategy and Democracy

Contents

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	Presentations and petitions	1
3	Minutes	1
3.1	Confirmation of combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee minutes 05 March 2019	3
4	Decision	9
4.1	Landscape Design Plan Proposal	11
5	Information	23
5.1	Pou Tu Te Rangi Harding Park Operations Update	25
	Closure	

Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee meeting

Tuesday 04 June 2019 in 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

Elected members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as Councillors 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 Presentations and Petitions

3 Minutes

3.1 Confirmation of combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee minutes 05 March 2019

General Manager Governance, Strategy and Democracy

1601.23

Recommended

That the unconfirmed minutes of the combined Pou Tu Te Rangi joint Management Committee and Harding Park Committee meeting held 05 March 2019 be confirmed as a true and correct record.

Meeting	Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date	Tuesday 05 March 2019
Time	Meeting commenced at 2.05pm Meeting concluded at 3.22pm
Venue	Lighthouse Function Centre – 32 Mount Wesley Coast Road, Dargaville
Status	Unconfirmed

Minutes

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

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	3
3	Confirmation of Minutes	4
3.1	Minutes of the committee meeting held 05 December 2018	4
4	Decision	4
4.1	Historic River Walk – inclusion of Pou Tu Te Rangi Harding Park into walk	4
4.2	Mountain Bike Trail – Pou Tu Te Rangi Harding Park.....	4
5	Information	5
5.1	Pou Tu Te Rangi Harding Park Operations Update - December 2018 to February 2019.....	5
	Closure	5

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

1 Opening**1.1 Karakia**

Rex Nathan opened the meeting with a karakia. The committee welcomed its newest member Robert Harding.

1.2 Present

Rex Nathan (Chair), Councillor Victoria del la Varis-Woodcock (4.2—close), Robert Harding, Councillor Karen Joyce-Paki and Willie Wright

Attendance

Name	Designation	Item(s)
Hamish Watson	Parks and Recreation Manager	All
Shelley Paniora	Infrastructure Officer	All
Francis Toko	Iwi Relations Manager	All
Tanya Wilson	Governance Advisor	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 committee meeting held 05 December 2018

General Manager Governance, Strategy and Democracy 1607.13

Moved Joyce-Paki/Nathan

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.

Carried

4 Decision

4.1 Historic River Walk – inclusion of Pou Tu Te Rangi Harding Park into walk

[Secretarial Note: A new sign design was tabled. The new design matches existing signs at the park in terms of sizing, frame and post. The committee requested the final draft be brought back to the committee for final approval before the signs are placed in the park.]

Parks and Recreation Manager 4702.06

Moved Wright/Joyce-Paki

That Combined Pou Tu Te Rangi 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 Rangi Harding Park.*

Carried

Councillor del la Varis-Woodcock joined the meeting at 2.24pm.

4.2 Mountain Bike Trail – Pou Tu Te Rangi Harding Park

Parks and Recreation Manager 4702.06

Moved Wright/del la Varis-Woodcock

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 the Kaipara District Council.*

Carried

5 Information

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

Parks and Recreation Manager **4702.06/OR**

[Secretarial Note: The Parks and Recreation Manager tabled a letter from Ministry of Business, Innovation and Employment dated 04 March 2019ⁱ.]

Moved **Joyce-Paki/Harding**

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'.*
- b) *directs the Chief Executive to review funding options for the Pou Tu Te Rangi Harding Park.*

Carried

Closure

Meeting closed at 3.22pm.

Confirmed.....

Chair.....

Kaipara District Council
Dargaville

ⁱ Ministry of Business, Innovation and Employment letter dated 04 March 2019

4 Decision

Landscape Design Plan Proposal

Meeting: Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date of meeting: 04 June 2019
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To review the Landscape Design Plan provided and confirm the preferred option.

Executive summary/Whakarāpopototanga

A proposed Landscape Design Plan has been received by Littoralis and the Combined Pou Tu Te Rangi Joint Committee and Harding Park Committee's (the Committee) approval to implement this plan is being sought.

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 'Landscape Design Plan Proposal'.
- b) Approves the implementation of the following actions as identified in the Landscape Design Plan appended to this report as Attachment A:
 - i. Amenity and screen planting.
 - ii. Emphasis on Pa access in consultation with Iwi.
 - iii. Interpretation signage.
 - iv. General signage.
 - v. Improvements to walking tracks.
 - vi. Car parking and drainage.

Context/Horopaki

Pou Tu Te Rangi Harding Park (PTTRHP) has an approved Reserve Management Plan (RMP) which was approved in July 2012. Part of this RMP outlines the need to look at landscape design options for PTTRHP.

Discussion/Ngā kōrerorero

Littoralis Landscape Architecture was engaged in March 2019 to look at PTTRHP and provide detailed landscape plans as options, specifically the area from the entrance to The Kaipara Vintage Machinery Club through to the Pa site. The intent is to soften the effect when driving up the hill and provide a more welcoming experience, while providing a more user friendly area for visitors.

The improvements are shown on **Attachment A** and generally include:

- i. Amenity and screen planting. \$10,000
- ii. Emphasis on Pa access in consultation with Iwi. Costs TBC
- iii. Interpretation signage. \$5,000
- iv. General signage. \$10,000
- v. Improvements to walking tracks ie. Better wayfinding posts \$5,000
- vi. Car parking and drainage. Costs TBC

Options

- A. Approve the implementation of the actions identified in the Landscape Design Plan.
- B. Do not accept the Landscape Design Plan.

Financial implications

Budget has been allocated in the Capital Works 2018/2019 work plan to complete some of the Landscape Design Plan projects. The balance of the works would be undertaken as and when budgets are provided in the Long Term Plan/Annual Plans.

Significance and engagement/Hirahira me ngā whakapāpā

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.'

Next steps/E whaiake nei

Staff to implement agreed actions from the report.

Attachments/Ngā tapiritanga

	Title
A	Littoralis Landscape Design Plans

Hamish Watson, 17 May 2019

DRAFT

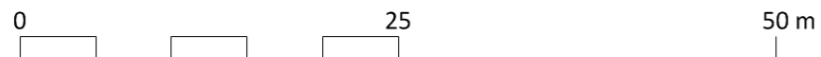
KAIPARA VINTAGE
MACHINERY
CLUB

KEY

- 1 Barrier composed of simple machinery elements arranged in sculptural way.
- 2 Gatehouse / ticket booth.
- 3 Planting frames and defines entry.
- 4 Entry pulled north and acting as simple two way access. Tracking curves to cater for large vehicles.
- 5 Simple sign advertising Club and advising hours etc. Graphics to fit with family of signs for wider park.
- 6 Tree (evergreen) avenue reinforced with low planting.
- 7 Building either finished in darker colour or a well-executed mural.
- 8 Outdoor display area rationalised and fencing revisited in partnership with Club.

Scattered specimen planting adds informal diversity. Possible dog exercise area? More picnic tables.

Existing vegetation patterns extended to define open space.



scale 1 : 500 @A3
Ref: 1240_DC1_20190423





- KEY**
- 9 Interpretation for old water treatment structure.
 - 10 Walking routes defined with more subtle waymarkers and refined (but informal) path formation where appropriate.
 - 11 Toilet access improved and building presentation improved.
 - 12 Parking better resolved to optimise capacity and ease of use.
 - 13 Maritime themed display subtly updated and maintenance eased.
 - 14 Picnic area emphasised and parking bays allocated.
 - 15 Paths feed to carpark and picnic area. Crossing doubles as speed control device.
 - 16 Steps down to gum-digger village.

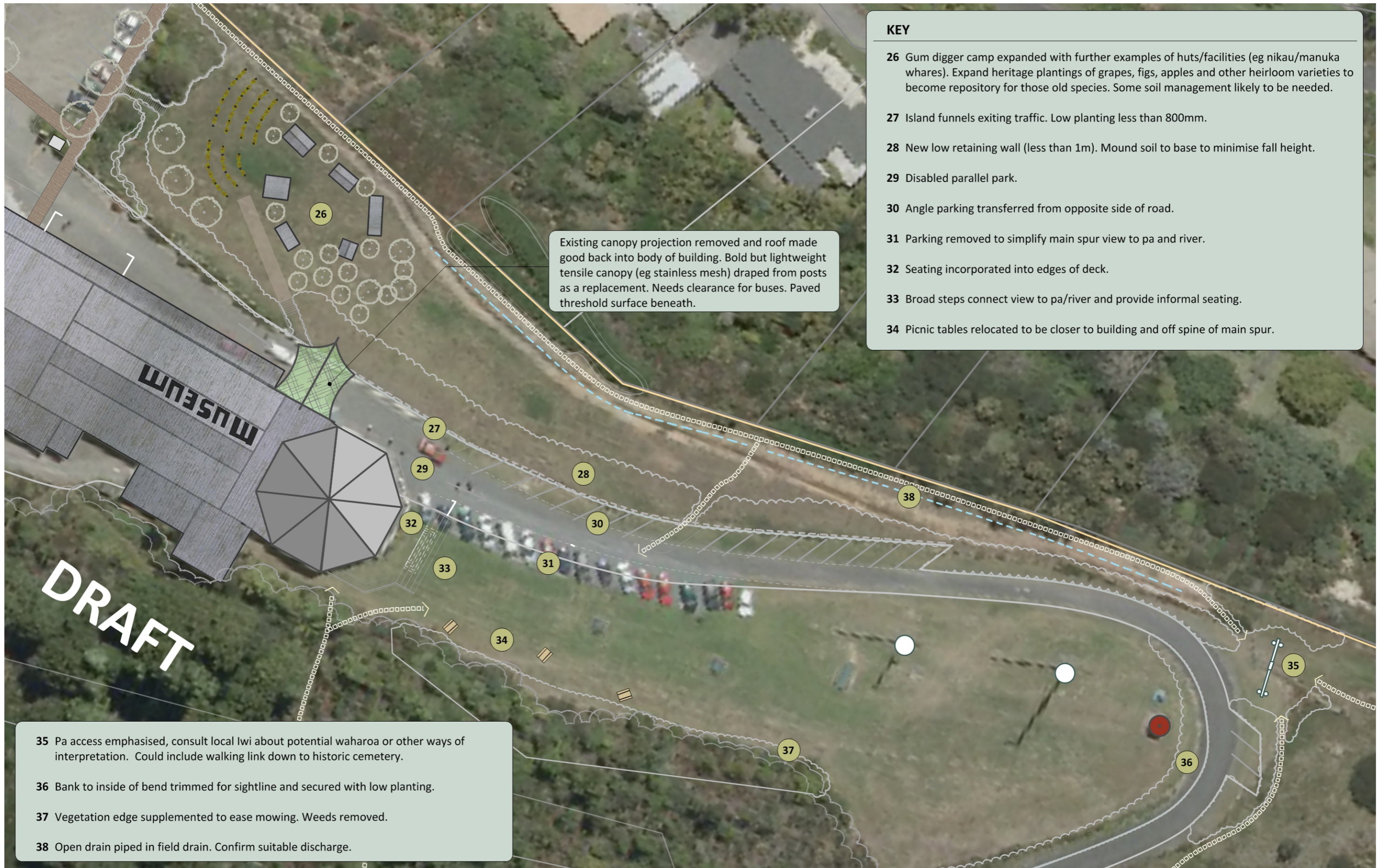
Bland space enhanced with groves of specimen trees. Grass surface improved topsoil and drainage.

- 17 Steep bank vegetated with robust, low maintenance planting.
- 18 Old bridge pillar emphasised as entry feature.
- 19 Existing records lean-to removed to simplify building elevation.
- 20 Covered walkway and new path to entry. Surface drainage resolved.
- 21 Old library frontage emphasised with formal planting etc. Used to close road width somewhat.
- 22 Overnight campervan facilities further clarified (eg signage, facility provision).

- 23 Possible supplementary storage building. Balance against demand for campervan facilities.
- 24 Planting extended to buffer presence of transmission tower.
- 25 Potential extensions to existing building as first response to future storage requirements.

0 25 50 m

scale 1 : 500 @A3
Ref: 1240_DC1_20190423



- KEY**
- 26 Gum digger camp expanded with further examples of huts/facilities (eg nikau/manuka whares). Expand heritage plantings of grapes, figs, apples and other heirloom varieties to become repository for those old species. Some soil management likely to be needed.
 - 27 Island funnels exiting traffic. Low planting less than 800mm.
 - 28 New low retaining wall (less than 1m). Mound soil to base to minimise fall height.
 - 29 Disabled parallel park.
 - 30 Angle parking transferred from opposite side of road.
 - 31 Parking removed to simplify main spur view to pa and river.
 - 32 Seating incorporated into edges of deck.
 - 33 Broad steps connect view to pa/river and provide informal seating.
 - 34 Picnic tables relocated to be closer to building and off spine of main spur.

Existing canopy projection removed and roof made good back into body of building. Bold but lightweight tensile canopy (eg stainless mesh) draped from posts as a replacement. Needs clearance for buses. Paved threshold surface beneath.

- 35 Pa access emphasised, consult local Iwi about potential waharoa or other ways of interpretation. Could include walking link down to historic cemetery.
- 36 Bank to inside of bend trimmed for sightline and secured with low planting.
- 37 Vegetation edge supplemented to ease mowing. Weeds removed.
- 38 Open drain piped in field drain. Confirm suitable discharge.



DRAFT

KAIPARA VINTAGE
MACHINERY
CLUB

KEY

- 1 Barrier composed of simple machinery elements arranged in sculptural way.
- 2 Gatehouse / ticket booth.
- 3 Planting frames and defines entry.
- 4 Entry pulled north and acting as simple two way access. Tracking curves to cater for large vehicles.
- 5 Simple sign advertising Club and advising hours etc. Graphics to fit with family of signs for wider park.
- 6 Tree (evergreen) avenue reinforced with low planting.
- 7 Building either finished in darker colour or a well-executed mural.
- 8 Outdoor display area rationalised and fencing revisited in partnership with Club.

Scattered specimen planting adds informal diversity. Possible dog exercise area? More picnic tables.

Existing vegetation patterns extended to define open space.

0 25 50 m

scale 1 : 500 @A3
Ref: 1240_DC1_20190423



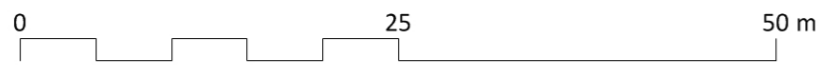


- KEY**
- 9 Interpretation for old water treatment structure.
 - 10 Walking routes defined with more subtle waymarkers and refined (but informal) path formation where appropriate.
 - 11 Toilet access improved and building presentation improved.
 - 12 Parking better resolved to optimise capacity and ease of use.
 - 13 Maritime themed display subtly updated and maintenance eased.
 - 14 Picnic area emphasised and parking bays allocated.
 - 15 Paths feed to carpark and picnic area. Crossing doubles as speed control device.
 - 16 Steps down to gum-digger village.

Bland space enhanced with groves of specimen trees. Grass surface improved topsoil and drainage.

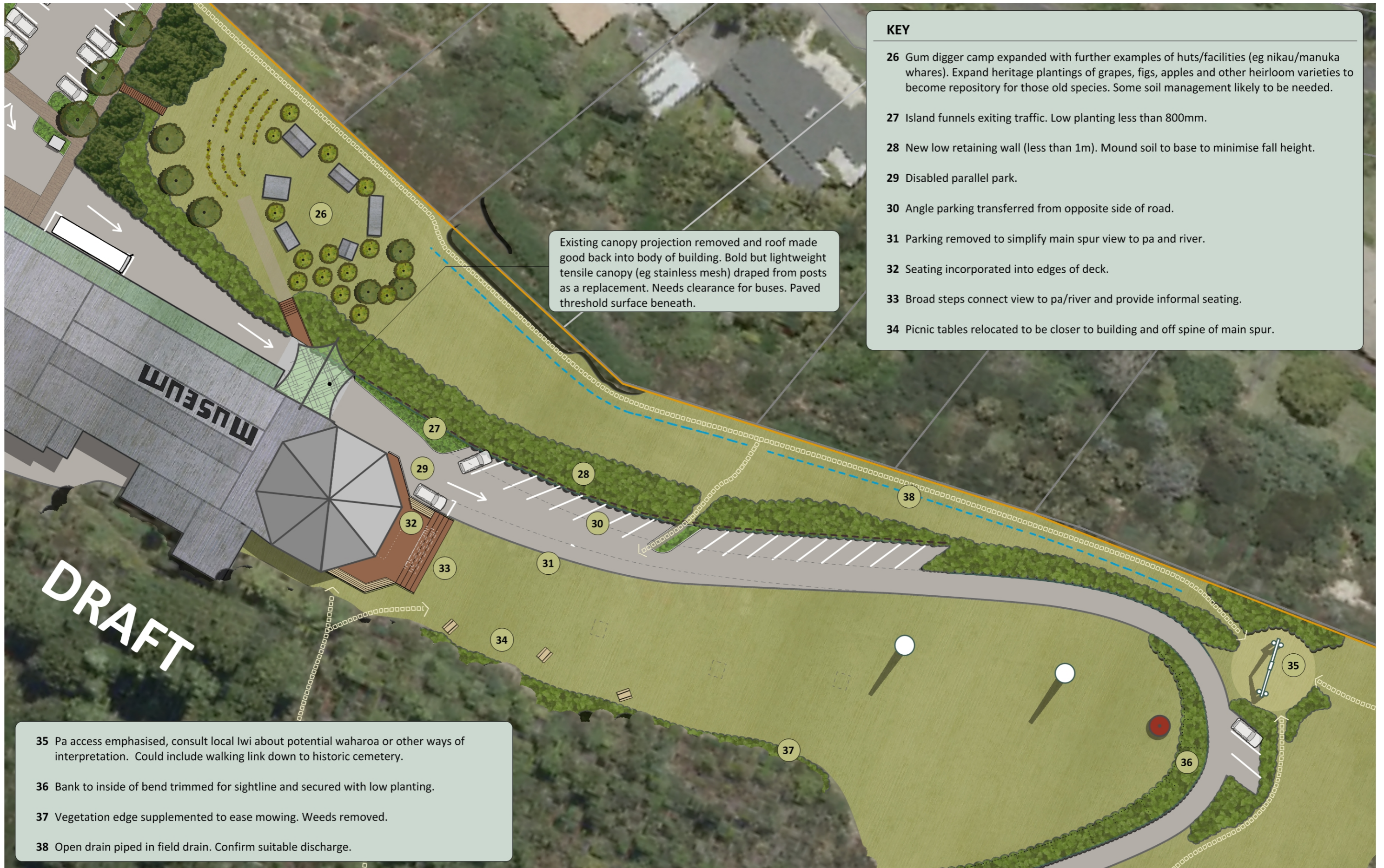
- 17 Steep bank vegetated with robust, low maintenance planting.
- 18 Old bridge pillar emphasised as entry feature.
- 19 Existing records lean-to removed to simplify building elevation.
- 20 Covered walkway and new path to entry. Surface drainage resolved.
- 21 Old library frontage emphasised with formal planting etc. Used to close road width somewhat.
- 22 Overnight campervan facilities further clarified (eg signage, facility provision).

- 23 Possible supplementary storage building. Balance against demand for campervan facilities.
- 24 Planting extended to buffer presence of transmission tower.
- 25 Potential extensions to existing building as first response to future storage requirements.



scale 1 : 500 @A3
 Ref: 1240_DC1_20190423



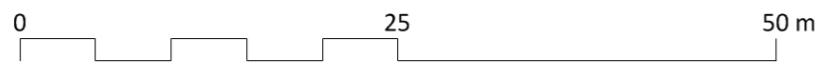


KEY

- 26 Gum digger camp expanded with further examples of huts/facilities (eg nikau/manuka whares). Expand heritage plantings of grapes, figs, apples and other heirloom varieties to become repository for those old species. Some soil management likely to be needed.
- 27 Island funnels exiting traffic. Low planting less than 800mm.
- 28 New low retaining wall (less than 1m). Mound soil to base to minimise fall height.
- 29 Disabled parallel park.
- 30 Angle parking transferred from opposite side of road.
- 31 Parking removed to simplify main spur view to pa and river.
- 32 Seating incorporated into edges of deck.
- 33 Broad steps connect view to pa/river and provide informal seating.
- 34 Picnic tables relocated to be closer to building and off spine of main spur.

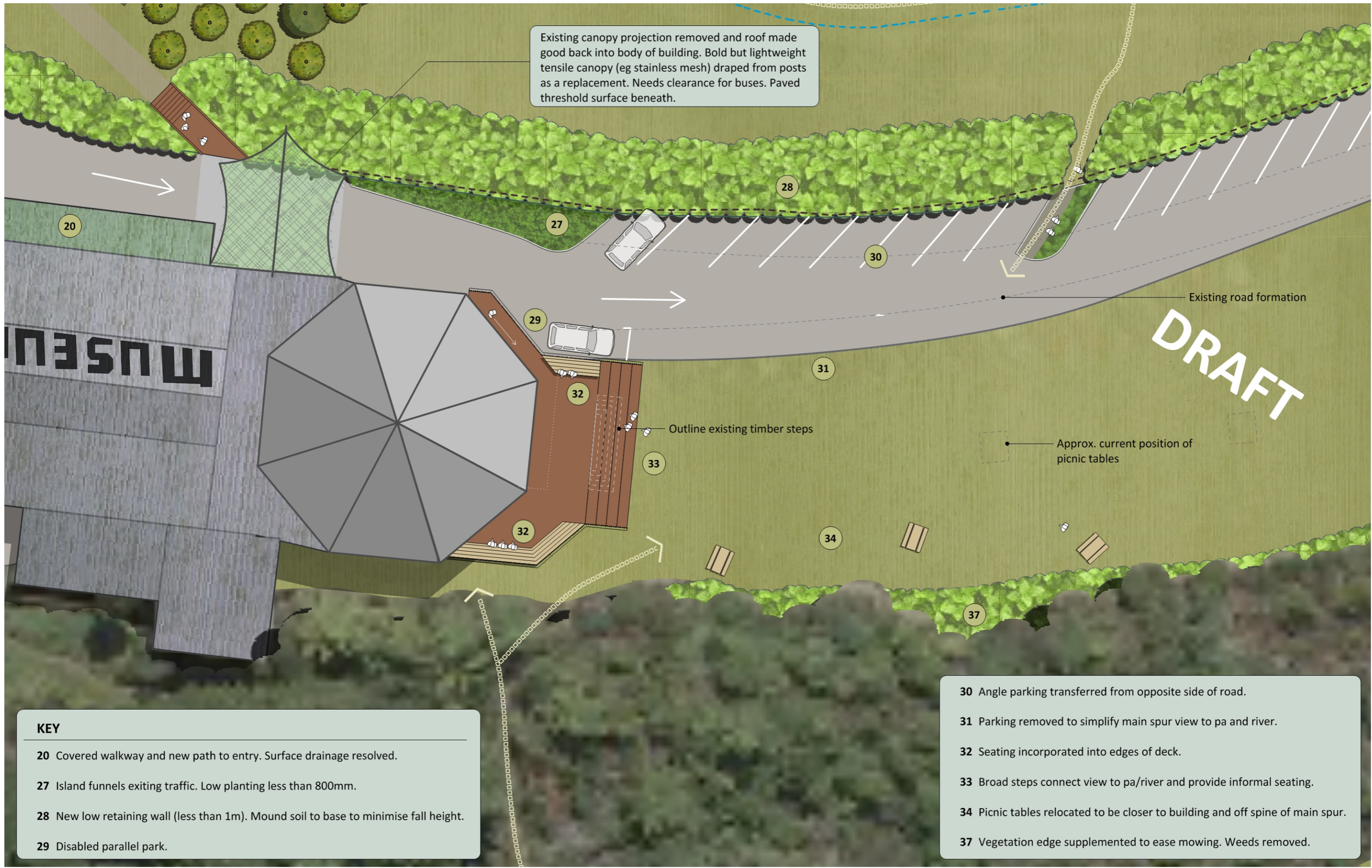
Existing canopy projection removed and roof made good back into body of building. Bold but lightweight tensile canopy (eg stainless mesh) draped from posts as a replacement. Needs clearance for buses. Paved threshold surface beneath.

- 35 Pa access emphasised, consult local lwi about potential waharoa or other ways of interpretation. Could include walking link down to historic cemetery.
- 36 Bank to inside of bend trimmed for sightline and secured with low planting.
- 37 Vegetation edge supplemented to ease mowing. Weeds removed.
- 38 Open drain piped in field drain. Confirm suitable discharge.



scale 1 : 500 @A3
Ref: 1240_DC1_20190423

Existing canopy projection removed and roof made good back into body of building. Bold but lightweight tensile canopy (eg stainless mesh) draped from posts as a replacement. Needs clearance for buses. Paved threshold surface beneath.



- KEY**
- 20 Covered walkway and new path to entry. Surface drainage resolved.
 - 27 Island funnels exiting traffic. Low planting less than 800mm.
 - 28 New low retaining wall (less than 1m). Mound soil to base to minimise fall height.
 - 29 Disabled parallel park.

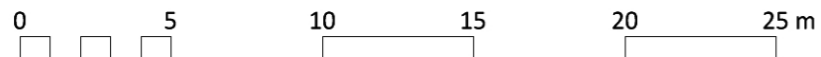
- 30 Angle parking transferred from opposite side of road.
- 31 Parking removed to simplify main spur view to pa and river.
- 32 Seating incorporated into edges of deck.
- 33 Broad steps connect view to pa/river and provide informal seating.
- 34 Picnic tables relocated to be closer to building and off spine of main spur.
- 37 Vegetation edge supplemented to ease mowing. Weeds removed.



scale 1 : 250 @A3
 Ref: 1240_DC1_20190423

Please refer to overall concept plans for key.

DRAFT



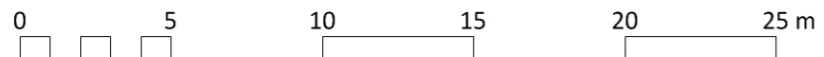
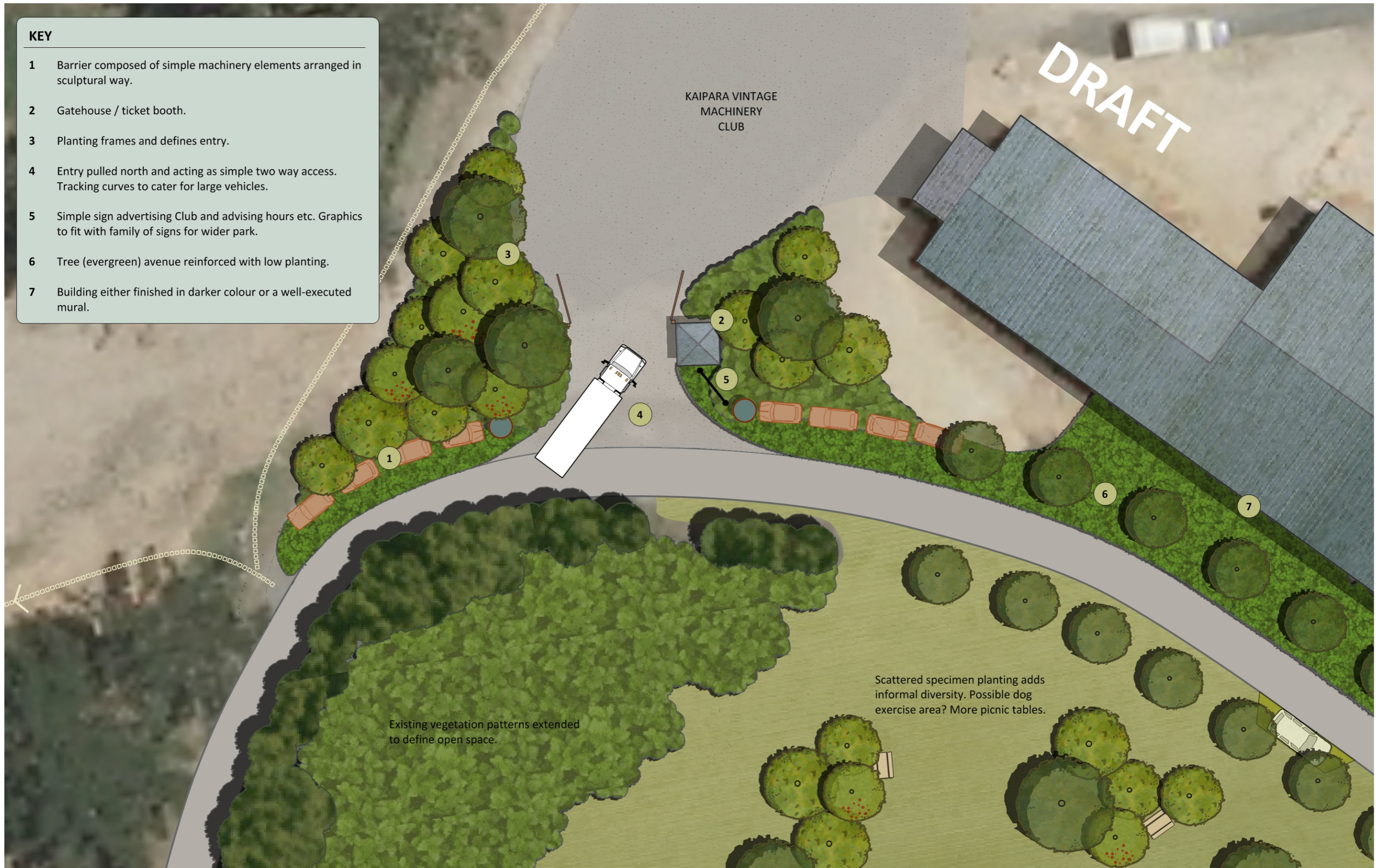
scale 1 : 250 @A3
 Ref: 1240_DC1_20190423



CONCEPT DETAIL 2
PO TU O TE RANGI / HARDING PARK
 Prepared for Kaipara District Council

KEY

- 1 Barrier composed of simple machinery elements arranged in sculptural way.
- 2 Gatehouse / ticket booth.
- 3 Planting frames and defines entry.
- 4 Entry pulled north and acting as simple two way access. Tracking curves to cater for large vehicles.
- 5 Simple sign advertising Club and advising hours etc. Graphics to fit with family of signs for wider park.
- 6 Tree (evergreen) avenue reinforced with low planting.
- 7 Building either finished in darker colour or a well-executed mural.



scale 1 : 250 @A3
Ref: 1240_DC1_20190423

5 Information

Pou Tu Te Rangi Harding Park Operations Update

Meeting: Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee
Date of meeting: 04 June 2019
Reporting officer: Hamish Watson, Parks and Recreation Manager.

Purpose/Ngā whāinga

To report to the Combined Pou Tu Te Rangi Joint Management Committee and Harding Park Committee (the Committee) on the operations by providing an update for the March 2019 - May 2019 period and the Capital Works Programme.

Executive summary/Whakarāpopototanga

Below is a summary of activities, operations and maintenance work carried out over the months of March 2019 – May 2019 to keep the Committee informed.

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.

Context/Horopaki

The 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).

Discussion/Ngā kōrerorero

- Dog Bylaw review is still underway with deliberations to be held 04 June 2019 and then final approval at the June 2019 Council meeting. Council received several submissions pertaining to PTTRHP, and there was general support for the Committee's recommendations.
- Rotary and St Joseph's School attended a planting day on 03 April 2019 and planted 500 trees. Council staff assisted and provided a barbecue lunch.
- Staff have received the concept landscape plans from Littoralis (refer separate report 'Landscape Design Plan Proposal' on Committee's 04 June 2019 agenda).
- The signage Hui was held 09 April 2019 with a decision agreeing to take the discussion back to the Taumata Council. Staff are now waiting on the outcome from this Hui before any action can be taken.
- Vegetation behind the Museum building has been cleared back from the building line.
- The first stage of vegetation clearance around the pond was completed. Staff are now looking at the next steps to complete this.

- An action from the last meeting was to investigate the possibility of some lookout signage on River Road. Staff are still looking at this and what is required to achieve this.

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	168	Waiting on decision from Taumata Council.
Bollards – Traffic control outside Museum and others around the Park	10,000	2,400	More traffic slowing devices to be installed.
Furniture	15,000	18,204	Complete
Landscape design/architect	14,000	4,500	Concept plans received.
Plants	10,000	1,500	
Vegetation removal	10,000	3,000	Ongoing track creation.
Implementation of landscape design	15,500		Report to Committee to be discussed and approved.
Total	\$100,000	\$29,604	

Financial implications

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

Significance and engagement/Hirahira me ngā whakapāpā

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.

Next steps/E whaiake nei

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

Hamish Watson, 21 May 2019

Closure

Kaipara District Council
Dargaville