



Kaipara te Oranganui

**Kaipara
District**

Two Oceans Two Harbours

Mangawhai Community Park Governance Committee Extraordinary Meeting Agenda

Date: Friday 13 November 2020
Time: 1.00 pm
Location: On Line via Webex

Membership: Deputy Mayor Anna Curnow (Chair)
Councillor Victoria del la Varis-Woodcock
Councillor Jonathan Larsen
Councillor Eryn Wilson-Collins
Maurice Langdon
Jim Wintle
Georgina Connolly
Mayor Dr Jason Smith

*For any queries regarding this meeting please contact
the Kaipara District Council on (09) 439 7059*

1. Opening

1.1. Karakia

1.2. Apologies

1.3. Confirmation of agenda

1.4. Conflict of interest declaration

2. Decision

2.1. Mangawhai Activity Zone Project Brief – Junior Pump Track

2

3. Closure

Mangawhai Activity Zone Project Brief – Junior Pump Track

Meeting: Mangawhai Community Park Governance Committee
Date of meeting: 13 November 2020
Reporting officer: Jenny Rooney, Funding Advisor

Purpose/Ngā whāinga

To seek approval by the Mangawhai Community Park Governance Committee of the Junior Pump Track proposal within the Mangawhai Activity Zone leased area.

Executive summary/Whakarāpopototanga

Mangawhai Activity Zone made an application to the Reserve Contribution Contestable Fund for funding to build a Junior Pump Track on their leased area with the Mangawhai Community Park. The Awards and Grants Committee considered the application and approved the funding subject to project meeting the approval of the Mangawhai Community Park Friends Group and Mangawhai Community Park Governance Group.

Recommendation/Ngā tūtohunga

That the Mangawhai Community Park Governance Committee:

- a) Approves the Mangawhai Activity Zone Project Brief to install the Junior Pump Track

Context/Horopaki

Mangawhai Activity Zone (MAZ) made an application to the Reserve Contribution Contestable Fund 2020 round to build a Junior Pump Track on their leased area within the Mangawhai Community Park. The Awards & Grants Committee met on 24 September 2020 and considered the application and recommended the project be awarded funding subject to meeting the following Conditions:

- Mangawhai Activity Zone provide a project brief for consideration of the Junior Pump Track to the Mangawhai Community Park Friends Group and the Mangawhai Community Park Governance Committee, and
- Both groups provide written approval for the project to be installed within the Mangawhai Activity Zone leased area

The Mangawhai Community Park has a process in place to consider infrastructure projects proposed for the Park, the process is as follows:

- Should a tenant group in the park wish to build a significant new piece of infrastructure then it completes a project summary document.
- The project summary goes to the Friends group who discuss it and consider whether they wish to support it.
- If they do it goes to the Governance Group for consideration against the requirements of the Masterplan and any other documents or reports associated with the park.
- If it meets those criteria, then it can be considered as approved unless there is some requirement for a variation of a licence to occupy or lease which would require the approval of Council.

Colin Gallagher from Mangawhai Activity Zone sent the Project Brief for the Junior Pump Track to both groups, a copy is set out in **Attachment A**.

Jim Wintle confirmed with the chair of the Governance Committee that the Mangawhai Community Park Friends Group have no objections to progressing the junior pump track as proposed by MAZ in their project brief document.

Discussion/Ngā kōrerorero

Options

Option 1: Approves the Mangawhai Activity Zone installation of the Junior Pump Track

Option 2: Declines the Mangawhai Activity Zone Junior Pump Track project installation

The recommended option is **option 1**.

Policy and planning implications

Mangawhai Community Park has a Masterplan in place, the Mangawhai Community Park Governance Committee is delegated by Council to ensure a clear, cohesive outcomes meet the requirements of the Masterplan.

Risks and mitigations

The Mangawhai Community Park Governance Committee needs to have a clear oversight on what hard infrastructure is developed in the Park to ensure there are no adverse effects on the Park or the surrounding environment.

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

Mangawhai Activity Zone will provide the written confirmation of approval for the project, the Funding Agreement will be executed, and the funds released to them.

Attachments/Ngā tapiritanga

	Title
A	Mangawhai Activity Zone Junior Pump Track Project Brief

KAIPARA DISTRICT COUNCIL

MCP Project Briefing	
What is the project?	<p><i>(Brief description around what the proposal and it's proposed location in the park)</i></p> <p>Funding (already approved) will be used for the development and asphaltting of a junior Pump Track which has been formed but not modified to a useable condition.</p> <p>Date: Approved on the 24th September from The Reserve Contributions Contestable Fund by Mangawhai Activity Zone Charitable Trust. Key Contact - Colin Gallagher</p>
How does it fit with the MCP Plan?	<p><i>(e.g how will it enhance the current use, walking, biking, MAZ, Museum?)</i></p> <p>Being part of MAZ and catering for under 8 year olds and younger it fits in very well and will take pressure off the senior Pump Track which is proving extremely popular. <u>It is also very desirable from a Health and Safety aspect as accidents are occurring on the senior track mainly caused by the use of young riders not getting out of the way.</u></p>
Is the proposal covered by an existing Licence to Occupy?	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If No is it intended to apply for one?</p>
Are there any issues that need to be considered?	<p><i>(This needs to include factors such as; Location, Council Engineering Standards, Crime Prevention Through Environmental Design, will it comply with industry best practise, does it need any type of building or resource consents?)</i></p> <p>Health and Safety as mentioned above is an important strategy for the urgent construction of this project before the holiday season commences. We have Velo Solutions (The company that built the senior Pump Track) available to commence <u>work early November 2020</u>. It will comply with industry best as seen by the senior Pump Track and no building or resource consents are required.</p>
Where does ownership of the asset lie and how will future maintenance be handled?	<p><i>(What sort of maintenance requirements may there be, and how will this be managed?)</i></p> <p>It will be built maintained and owned by MAZ similar as in the way we maintain the existing park. As it will be asphalt maintenance will be low once ground cover planting takes hold.</p>
Are there planting requirements and how will this be handled?	<p>Yes planting of ground cover will be necessary but the balance of the rest of the planting has already been completed This includes two picnic tables (donated) and young Kowhai trees plus stepping stones made of wood from the surrounding area.</p> <p><u>Less than 50% of the total area will be in asphalt with the balance planted in ground cover similar to the senior pump track.</u></p>

How is the project to be funded?	\$31,161.15 has been granted from The RCCF but we need the written approval from The "Friends of MCP" and from The Mangawhai Community Park Governance Committee as they are approval conditions.
What is the estimated timeframe for the project?	(Estimate the time from practical works to full completion) 3 to 4 weeks depending on the weather.
Health, Safety and Liability	(Does the project need insurance over and above Council liability? How will Health and Safety considerations be addressed?) MAZ will provide insurance for the Junior Pump Track, Our Public Liability Cover and ACC will cover any accidents.
	Your quick approvals would be greatly appreciated or phone Colin Gallagher with any queries on 021 955850.





