



Kaipara te Oranganui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

Combined Pou Tu O Te Rangi Joint Management Committee and Harding Park Committee Agenda

Date: Monday 30 November 2020

Time: 2:00 p.m.

Location: Lighthouse Function Centre
32 Mount Wesley Coast Road
Dargaville

Committee Members: Rex Nathan (Chair)
Georgina Connelly
Rob Harding
Councillor Karen Joyce-Paki
Councillor Peter Wethey
Willie Wright

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

Monday, 30 November, 2020

2:00 pm

Lighthouse Function Centre / Te Whare Taonga o Tunatahi

32 Mount Wesley Coast Road

Dargaville

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Minutes of the Ordinary meeting of
Pou Tu o Te Rangi Harding Park Committee

Date: 18 August 2020
Time: 2:02 p.m. - 3:12 p.m.
Location: Lighthouse Function Centre / Te Whare Taonga o Tunatahi
32 Mount Wesley Coast Road
Dargaville

Members present: Rex Nathan (Chair)
Georgina Connelly
Rob Harding
Councillor Karen Joyce-Paki
Councillor Peter Wethey
Apology: Willie Wright

1. Opening

1.1 Karakia

Rex Nathan opened the meeting with a karakia.

1.2 Apology

Moved: Connelly

Seconded: Harding

That the apology of Willie Wright be received.

Carried

1.3 Confirmation of agenda

The agenda for the 18 August 2020 meeting was confirmed with no changes.

1.4 Conflict of interest declaration

Nil.

2. Presentations and petitions

2.1 Sadie Parker, Kaipara Cycling

Sadie Parker spoke to the Committee about naming of the new mountain bike tracks in the Pou Tu o Te Rangi Harding Park.

[Secretarial note: The Committee requested staff to report back to the Committee at its next meeting.]

3. Confirmation of minutes

3.1 Committee meeting 19 May 2020

Moved: Cr Joyce-Paki

Seconded: Cr Wethey

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

- a) Confirms that the minutes of the Committee meeting held on 19 May 2020 are a true and correct record.

Carried

4. Items

4.1 Pou Tu o Te Rangi Harding Park Operations Update

Moved: Cr Wethey

Seconded: Connelly

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

- a) Notes the Parks and Recreation Manager's report 'Pou Tu o Te Rangi Harding Park Operations Update'.

Carried

4.2 Pou Tu o Te Rangi Harding Park Amended Work Plan 2020/2021

Moved: Cr Joyce-Paki

Seconded: Connelly

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

- a) Approves the indicative amended 2020/2021 work plan as below:

Project	Budget
Mountain Bike Track carpark (Stage 1)	\$30,000
Paths/Tracks as per previous landscape plan (Stage 1)	\$50,000
Firefighting water tanks	\$15,000
Contingency	\$5,000
Total	\$100,000

- b) Requests the Chief Executive to implement the works as above.

Carried

4.3 Reserve Management Plan review update

Moved: Cr Wethey

Seconded: Harding

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

- a) Notes the 'Reserve Management Plan review update'.

Carried

5. Closure

5.1 Karakia

Rex Nathan closed the meeting with a karakia.

Meeting closed at 3:12 p.m.

Pou Tu o Te Rangi Harding Park Operations Update

Meeting: Pou Tu o Te Rangi Harding Park Committee
Date of meeting: 30 November 2020
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To report to the Combined Pou Tu o Te Rangi Joint Management Committee and Harding Park Committee on the operations by providing an update for the August 2020 - October 2020 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 August 2020 to October 2020.

Recommendation/Ngā tūtohunga

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

- a) Notes the Parks and Recreation Manager's report 'Pou Tu o Te Rangi Harding Park Operations Update'.

Context/Horopaki

The Committee is charged with implementing the July 2012 Pou Tu o Te Rangi and Harding Park Reserve Management Plan (RMP). Activities undertaken by Council include operations and maintenance work carried out over the months of August 2020 to October 2020.

Discussion/Ngā kōrerorero

Health and Safety:

- Signage has been installed warning Mountain Bike Track users of risks; these are temporary until we can get the main signage sorted.

General:

- Kaipara District Council and Kaipara Cycling have agreed a Memorandum of Understanding for the maintenance of the Mountain Bike Tracks. (Attachment A)
- Staff have been approached by a member of the public to look at creating a 'Friends of Old Mt Wesley Cemetery Group' Staff are supporting this person to hopefully get a group started that will look after the graves and headstones.
- Unfortunately, we were not successful with securing plants through the Integrated Kaipara Harbour management group program.
- Staff have been in discussion with Department of Conservation (DoC), they have indicated they are keen to help where needed with any plant revegetation programmes, this is labour only. Staff will continue to work with DoC on this.
- Squeeze gates have been installed to the Mountain Bike track to ensure vehicles aren't able to access the tracks.
- Staff have been focusing on the Te Tai Redeployment Package works, now this is ending we will focus on the agreed Capital Works projects with Council's project delivery team.

Te Tai Tokerau Redeployment Package:

- Work has continued throughout the Park with the eradication of pest plants in and around the Pa Site, the area under the Museum and around the pond. Some of the species that have been removed include; Cotoneaster, Wild Ginger, Privet and Asparagus Fern along with some other pest plants. This will leave us in a much better position to implement the pest plant plan.
- Plants have been secured under this funding from Nga Uri O Hau Nursery and they will hold them for us until next planting season (March 2021-August 2021)

Te Tai Tokerau Redeployment Package	Budget	Spend to date
Turf Tamer	\$17,000	\$16,700
Downer	\$52,000	\$51,318
Nga Uri o Hau Nursery	\$31,500	\$31,457
Andrew Younger Contracting	\$44,000	\$44,109
Total	\$144,500	\$143,584

Capital Works Programme for 2019/2020

Council approved \$100,000 per annum for capital works, and the Committee adopted the 2020/2021 Works Programme.

Project 11023 Budget \$100,000	Budget	Spend to date	Comments
Mountain Bike Track Carpark	\$30,000	\$0	
Paths tracks as per previous landscape plan (Stage 1)	\$50,000	\$0	
Firefighting water tanks	\$15,000	\$0	
Contingency	\$5,000	\$0	
Total			

Next Quarter

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

Council staff will continue to implement the RMP.

Attachments/Ngā tapiritanga

	Title
A	Mountain Bike Track MoU

Memorandum of Agreement

between

Kaipara Cycling

and

Kaipara District Council (KDC)

Aim: To maintain and upgrade the newly formed Mountain Bike Park at Pou tu o Te Rangi Harding Park

This Memorandum of Agreement allows all involved to confirm our commitments to the Park and outline expectations, roles and responsibilities.

Kaipara Cycling agrees to the following responsibilities:

- To maintain the tracks to a rideable surface. The club will ensure that any damage is mitigated quickly by checking the tracks weekly. The work would include working bees and obtaining funding to hire equipment and purchase material such as metal or other products as required
- Provide and install new squeeze gates at the bottom and top of park to allow access for bikes and restrain the existing fence once the squeeze gates are in position. Install top gates in position at the current Stile at the top of the park.
- Discuss any improvements with the Council Staff as they come to light.
- Actively seek external funding opportunities, in conjunction with KDC staff
- Provide signage for grading of tracks and safety signage
- Work with KDC staff and Governance to name tracks

Kaipara District Council agrees to the following responsibilities:

- To Spray Tracks as required
- To provide seating on the park – especially at the base of the park
- Remove any fallen trees over the tracks
- Provide a parking area. (At a later date when funding is available)
- Connect pathways and or directional signs to the park from the connected pathway from Dargaville as and when these opportunities arise.
- KDC to install supplied signage and a Kaipara Cycling member to be present to ensure they are positioned in the right place

Communication Details

All email communication from KDC to be sent through the Kaipara Cycling email address.
Kaiparacycling@gmail.com

All email communication from Kaipara Cycling to be sent through the KDC email address.
parks@kaipara.govt.nz

Signatures

Signed on behalf of Kaipara Cycling:
Chairperson

.....
Date

Signed on behalf of KDC:
Manager of Parks and Reserves

.....
Date

Reserve Management Plan Update November 2020

Meeting: Pou Tu o Te Rangi Harding Park Committee
 Date of meeting: 30 November 2020
 Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To update the Committee on the progress of the Reserve Management Plan (RMP) review

Executive summary/Whakarāpopototanga

Council have approved the review of the RMP and staff are working with Stellar Projects to develop a Project Execution Plan which will provide objectives/tasks, timeframes and responsibilities for delivery of the new RMP.

Recommendation/Ngā tūtohunga

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

- a) Notes the 'Reserve Management Plan update November 2020'.

Context/Horopaki

At the Council meeting held on 7th October the Council agreed to review the Reserve Management Plan for Pou Tu o Te Rangi Harding Park and directed staff to start the process.

Discussion/Ngā kōrerorero

Staff are working with Stellar to develop a project execution plan which will outline objectives and tasks, timeframes and person responsible for delivering. This is expected to be completed February 2021.

Below is a summary of the Statutory Planning Process for a comprehensive review of a reserve management plan as required by the Reserve Act

Step 1	Council publicly notifies its intention to review the RMP and invite interested parties/persons to send in written suggestions within a set time period, (usually one month)
Step 2	A draft management plan is prepared giving considerations to comments received
Step 3	Council publicly releases its draft management plan and invites interested parties and the local community to provide feedback through the submission process (over a 2-month period from the date of notification)
Step 4	Consideration is given to submissions and objections and a hearing can be held
Step 5	Appropriate changes are made to the management plan
Step 6	The final management plan is adopted by Council and signed and sealed. (Ministerial approval is not required for Recreation Reserves)

Step 7	The final management plan is produced and implemented, and all those who made submissions are notified that the plan has been prepared and is available if they require a copy
Step 8	The Management plan is kept under continuous review.

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

Finalise the Project Execution Plan and report back to the committee at the next meeting.