

Meeting	Mangawhai Community Park Governance Committee
Date	Monday 15 July 2019
Time	10.00am
Venue	Church Building, Mangawhai Community Park – Molesworth Drive Mangawhai

Open Agenda

Membership

Chair: Councillor Anna Curnow

Members: Messrs Maurice Langdon and Jim Wintle, Deputy Mayor Peter Wethey

Lisa Hong
Governance Advisor
lhong@kaipra.govt.nz

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Mangawhai Community Park Governance Committee

Monday 15 July 2019, Mangawhai

1 Opening

1.1 Present

1.2 Apologies

1.3 Confirmation of Agenda

The Committee to confirm the Agenda.

1.4 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.

1.5 Deputations and Presentations

2 Confirmation of Minutes

2.1 Mangawhai Community Park Governance Committee minutes 15 April 2019

General Manager Governance, Strategy and Democracy 1611.05

Recommended

That the minutes of the meeting of Mangawhai Community Park Governance Committee held 15 April 2019 be confirmed as a true and correct record.

Meeting	Mangawhai Community Park Governance Committee
Date	Monday 15 April 2019
Time	Meeting started 10.01am Meeting concluded 11.34am
Venue	Meeting Room, Kaipara District Council offices – 6 Molesworth Drive, Mangawhai
Status	Unconfirmed

Open Minutes

Membership

Chair: Councillor Anna Curnow

Members: Messrs Maurice Langdon and Jim Wintle, Deputy Mayor Peter Wethey

Staff and Associates:

Chief Operating Officer and General Manager Infrastructure, Governance Advisor

(Minute-taker)

Jason Marris
General Manager Governance, Strategy and Democracy

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**Minutes of the Mangawhai Community Park Governance Committee
Monday 15 April 2019, Mangawhai**

1 Opening

1.1 Present

Councillor Anna Curnow (Chair), Maurice Langdon, Mayor Jason Smith, Deputy Mayor Peter Wethey and Jim Wintle

In attendance

Name	Designation	Item(s)
Curt Martin	Chief Operating Officer and General Manager Infrastructure	All
Tanya Wilson	Governance Advisor	All
Lisa Hong	Governance Advisor	All (Minute-taker)

1.2 Apologies

Nil.

1.3 Confirmation of Agenda

Moved Curnow/Wintle

That the Mangawhai Community Park Governance Committee confirms the Agenda for Monday 15 April 2019.

Carried

1.4 Conflict of Interest Declaration

Name	Interest
Jim Wintle	Member of Mangawhai Pioneer Village Trust

1.5 Deputations and Presentations

Nil.

2 Confirmation of Minutes

2.1 Open Mangawhai Community Park Governance Committee minutes 21 January 2019

General Manager Governance, Strategy and Democracy 1611.05

Moved Wethey/Langdon

That the Open minutes of the meeting of Mangawhai Community Park Governance Committee held 21 January 2019 be confirmed as a true and correct record.

Carried

3 Decision

3.1 Mangawhai Community Park Works Programme

Parks and Recreation Manager 4702.13.06

Moved Wethey/Curnow

That the Mangawhai Community Park Governance Committee:

- a) *Approves the reprioritisation of projects to allow for a new toilet installation at Mangawhai Community Park.*
- b) *Requests staff to proceed with the design of a toilet project and investigate funding options to be reported back to the Committee.*

Carried

4 Information

4.1 Mangawhai Community Park Master Plan Operations Update-January 2019 to March 2019

Parks and Recreation Manager 4702.13.06

Moved Curnow/Wethey

That the Mangawhai Community Governance Committee:

- a) *Notes the Parks and Recreation Manager's operations update on the Mangawhai Community Park Master Plan from January 2019 to March 2019.*
- b) *Notes the Ecology Report: Summary, Conclusions and Recommendations from Ecology Solutions Limited.*
- c) *Notes that staff are awaiting a Hydrology Report from Stantec.*

- d) *Delegates the Chief Executive to investigate the new ecology and hydrology reports and any previously commissioned ecology reports, and report back to the next Committee meeting with recommendations and response.*
- e) *Notes that the gum trees near the playground area are scheduled for removal in the 2018/2019 financial year.*
- f) *Instructs the Chief Executive to arrange appropriate safety signage as soon as practicable to access points to cycling and walking tracks in the Mangawhai Community Park.*
- g) *Requests the Chief Executive to prepare a report to review the capital works programme format, including priority, timing and cashflow of projects, to facilitate improved capital works planning for the Mangawhai Community Park.*
- h) *Requests the Chief Executive to arrange a workshop of the Committee members and appropriate staff to review the status of the current Mangawhai Community Park Master Plan.*

Carried

Unconfirmed

5 Public Excluded minutes item 15 April 2019

The meeting went into Public Excluded session at 11.25am.

Moved Curnow/Smith

That the public be excluded from the following part of the proceedings of this meeting namely:

- *Confirmation of Public Excluded Mangawhai Community Park Governance Committee minutes 21 January 2019*

The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered:	Reason for passing this Resolution	Ground(s) under Section 48(1) for the passing this resolution:
Confirmation of Public Excluded Mangawhai Community Park Governance Committee minutes 21 January 2019	S7(2)(i) enable any local authority holding the information to carry on without prejudice or disadvantage negotiations (Including commercial and industrial negotiations)	S48(1) (a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

Carried

6 Open Mangawhai Community Park Governance Committee minutes
15 April 2019

Meeting returned to Open session at 11.26am

Closure

The meeting closed at 11.34am

Confirmed

Chair

Kaipara District Council

Dargaville

Unconfirmed

3 Decision

Mangawhai Museum Surrender of Lease

Meeting: Mangawhai Community Park Governance Committee
Date of meeting: 15 July 2019
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To agree the preferred option with regards the Mangawhai Museum's requirements to surrender their leased area.

Executive summary/Whakarāpopototanga

Staff have been working with the Museum Committee for some time to agree the terms of the partial surrender of lease so that land will be freed up to accommodate the new Arts building. The Museum Committee has now accepted this decision subject to certain conditions which are acceptable to Council. A positive decision will enable staff to progress the next steps related to this matter.

Recommendation/Ngā tūtohunga

That the Mangawhai Community Park Governance Committee:

- a) Approves Option 1 - Agrees to the Mangawhai Museum's requirements for the surrender of lease land. To tarseal carpark area, Council to maintain gardens and confirm that the Museum will not be in breach of any District Plan rules, specifically parking and traffic requirements.
- b) Requests Staff to proceed with implementing these requirements.

Context/Horopaki

A recommendation was approved by Council in December 2017 for the partial surrender of lease, **Attachment A**. A new lease agreement was written up by Brookfields, **Attachment B**, and since then staff have continued to work with the museum to finalise this agreement. The museum has now responded to the new lease agreement.

Council is also looking to move all Leases to Licence to Occupy.

Discussion/Ngā kōrerorero

The letter from the Mangawhai Museum stating their position on the surrender of lease, **Attachment C**, includes specific requests:

- Council agrees to tarseal the carpark area to the east and south of the Museum building within three (3) to five (5) years of surrender;
- Council agrees to take control of and maintain all gardens no longer in the Museum's lease;
- Council to confirm that Mangawhai Museum will not be in breach of any District Plan regulations, specifically parking requirements and traffic management and control.

These terms are acceptable to Council on the basis that:

- Council has already committed to sealing the carpark. The letter previously sent to the Museum Committee agreeing to tarseal the carpark area is attached, **Attachment D**.

- Council is able to control and maintain all gardens within current resource budget.
- The proposed Urban Landscape Design Plan for the park will address parking and traffic movements at a more appropriate level. Noted that there is currently a resource consent for traffic movements around the Museum.

Options have been developed however it is noted that Option 1 is conditional on the agreement to proceed with the Urban Landscape Design Plan.

Options

- 1 Agree to the Museum requirements and progress with alteration to the lease.
- 2 Do not approve the conditions set out by the Mangawhai Museum Committee – no alteration to the lease and further negotiation required.
- 3 Put the partial surrender of leased land on hold until an urban landscape design report is completed (refer separate report Urban Landscape Design Report on the Mangawhai Community Park Governance Committees 15 July 2019 agenda) and work through the conditions with the Museum as part of this process.

Policy and planning implications

The current resource consent for traffic movements will need to be reviewed. This could be undertaken as part of the Urban Design Landscape Plan or as a standalone activity.

Financial implications

If the MCPGC agrees to the Museum's conditions, staff may need to prioritise budgets to cover the surfacing of the carpark over other projects.

Garden maintenance will need to be recognised within the Council budget.

Risks and mitigations

If the surrender of lease cannot be agreed land will not be available for the new Arts building and staff will have to investigate if there is land elsewhere within the Mangawhai Community Park that can be utilised for the new Arts building.

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

Inform Mangawhai Museum and Mangawhai Artists of this decision.

Attachments/Ngā tapiritanga

	Title
A	Council Report
B	Lease agreement
C	Mangawhai Museum letter
D	Parks and Community Manager Letter

Hamish Watson, 27 June 2019

File number: 5105.09

Approved for agenda ☒
Report to: Council

Meeting date: 11 December 2017

Subject: Mangawhai Museum Partial Surrender of Lease

Date of report: 11 October 2017

From: John Burt, Property and Commercial Advisor

Report purpose ☒ **Decision** ☐ **Information**
Assessment of significance ☐ **Significant** ☒ **Non-significant**

Summary

This report is to obtain Council's approval for the partial surrender of its lease on land at the Mangawhai Community Park by the Mangawhai Museum.

Council has adopted the Mangawhai Community Park Master Plan (Master Plan). One of the principles or objectives in the Master Plan is that, where possible, entrances and vehicle parking in the park become shared facilities maintained by Council. Currently there is an historical village (the Pioneer Village) under development on an area of the Mangawhai Community Park adjacent to the Museum. In accordance with the Master Plan, Council has already developed a shared parking facility on a portion of the land previously leased to the Mangawhai Historical Society Inc. where it has built the Museum (known as Mangawhai Museum).

Mangawhai Museum wishes to surrender all of its leased area except for the footprint of its building and its curtilages. Once the surrender is approved Council will be responsible for the maintenance and potentially the upgrade of the existing carparks and other infrastructure on the land. This would include gardens and the campervan dump station.

It now requires a resolution of Council to approve the partial surrender of the lease so that deed can be executed on behalf of Council.

Recommendation

That Kaipara District Council:

- 1 *Receives the Property and Commercial Advisor's report 'Mangawhai Museum Partial Surrender of Lease' dated 11 October 2017; 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 Partial Surrender of the Lease by the Mangawhai Museum; and*
- 4 *Approves the grant to the Mangawhai Museum of a non-exclusive licence to use the surrendered area for the use permitted in its lease; and*
- 5 *Delegates to the Acting Chief Executive responsibility for the finalisation of the Deed of Partial Surrender of Lease.*

Reason for the recommendation

The Mangawhai Community Park Master Plan includes as one of its principles or objectives that where possible entrances and vehicle parking in the park become shared facilities maintained by Council.

Reason for the report

This report is to obtain Council's approval for the partial surrender of its lease on land at Mangawhai Community Park by the Mangawhai Museum.

Background

Mangawhai Museum leases less than one hectare of Mangawhai Community Park and has developed and constructed a modern museum facility on a part of this leased area. The lease was granted by Council in 2009 to allow for the development to commence and runs for a period of 10 years from practical completion of the Museum in 2014.

At its meeting on 26 September 2016 Council approved an initial partial surrender of a small portion of the lease as a way of facilitating the desired outcome of a shared entrance and parking for both the Museum and the Pioneer Village.

Issues

Council has adopted the Mangawhai Community Park Master Plan (Master Plan). One of the principles or objectives in the Master Plan is that where possible that entrances and vehicle parking in the park become shared facilities maintained by Council.

Mangawhai Museum has requested a partial surrender of its lease area and a Deed of Partial Surrender of Lease has been prepared. The Museum wishes to surrender all of its leased area except for the footprint of its building and its curtilages.

Once the partial surrender is approved Council will be responsible for the maintenance and potentially the upgrade of the existing carparks and other infrastructure on the land. This would include gardens and the campervan dump station. Options for these are being considered and extra costs may be included in the parks contract or funded by the Mangawhai Park improvements budget.

It now requires a resolution of Council to approve the partial surrender so that Council can also sign the Deed. A copy of the Deed of Partial Surrender of Lease is attached to this report (**Attachment 1**).

Factors to consider

Community views

Many in the community would be unlikely to have a strong view on this matter. Others will hold the view that Council should manage parks and reserves and not leave it to community organisations.

Policy implications

There are no policy implications in respect of this report. Council's Community Assistance Policy now requires that occupation of Council land by community groups be approved by way of a Licence to Occupy.

Financial implications

There will be additional costs incurred by Council as a result of this decision. Some of which could be funded from the Mangawhai Park improvements budget. Options for these are being considered and extra costs may be included in the parks contract or funded by the Mangawhai Park improvements budget.

Legal/delegation implications

Council would need to approve the partial surrender of the original lease as this responsibility has not been delegated to staff.

Options

There are two options available to Council.

Option A: Approve the partial surrender of lease held by the Mangawhai Museum; or

Option B: Decline to accept the partial surrender of the lease held by the Mangawhai Museum.

Assessment of options

If Council approves the partial surrender it will formally clarify responsibility for the development and maintenance of the shared carpark in the area around the Museum.

Assessment of significance

Staff are of the opinion that the content and recommendations in this report are consistent with the requirements of the Local Government Act 2002 and that the decision-making requirements have been met. In terms of Council's Significance and Engagement Policy (dated October 2014) the partial surrender of the lease is not significant.

Recommended option

The recommended option is **Option A**, approve the partial surrender of the lease held by the Mangawhai Museum.

Next step

Acting Chief Executive to execute the Deed of Partial Surrender of Lease.

Attachments

- Attachment 1 - Deed of Partial Surrender of Lease

KAIPARA DISTRICT COUNCIL
(Lessor)

MANGAWHAI MUSEUM AND HISTORICAL SOCIETY INCORPORATED
(Lessee)

DRAFT

DEED OF PARTIAL SURRENDER OF LEASE

BROOKFIELDS
LAWYERS

DEED OF PARTIAL SURRENDER OF LEASE

DEED dated the day of 2017

PARTIES

1. **KAIPARA DISTRICT COUNCIL ("Lessor")**
2. **MANGAWHAI MUSEUM AND HISTORICAL SOCIETY INCORPORATED ("Lessee")**

INTRODUCTION

- A. The Lessor and the Lessee are the present parties to the Lease.
- B. The parties have agreed to the Lessee's surrender of the Surrendered Area to the Lessor for the unexpired residue of the term created by the Lease on the basis that the Lessor agrees to grant the Lessee a non-exclusive licence to use the Surrendered Area for the Permitted Use from the Licence Commencement Date.
- C. The parties now wish to record the terms and conditions of the Lessee's surrender of the Surrendered Area and the Lessor's agreement to grant the Lessee a non-exclusive licence over the Surrendered Area from the Licence Commencement Date.

THIS DEED RECORDS that:

1. **INTERPRETATION**

Definitions

- 1.1 In this deed, unless the context otherwise requires:

"Lease" means the Deed of Lease dated 8 October 2009 in respect of the Leased Area between the Lessor and the Lessee together with the Deed of Partial Surrender of Lease dated October 2016.

"Leased Area" means the land leased under the Lease less the part surrendered pursuant to the Deed of Partial Surrender of Lease dated October 2016.

"Lessee" includes the Lessee and its successors and permitted assigns.

"Lessor" includes the Lessor and its successors and assigns.

"Licence Commencement Date" means the date on which this deed is signed by all parties.

"Mangawhai Park" means Mangawhai Park, situated at Molesworth Drive, Mangawhai part of which comprises the Leased Area.

"Permitted Use" means the permitted use of the Surrendered Area containing gardens, campervan dump station, shared access and parking facilities in common with other users of Mangawhai Park and the public and any additional use approved by the Lessor acting reasonably.

"Surrendered Area" means all that part of Leased Area except for the footprint of the museum building and its curtilages as shown hatched on the plan attached to this deed as the First Schedule.

"Surrender Date" means the date on which this deed is signed by all parties.

- 1.2 Headings are for ease of reference only and do not affect the interpretation of this deed.

2. PARTIAL SURRENDER

- 2.1 The Lessee surrenders to the Lessor the Surrendered Area as from the Surrender Date to the intent that the unexpired residue of the term of years in respect of the Surrendered Area will merge and be extinguished in the Lessor's interest in the land.
- 2.2 In consideration of the fulfilment of the following covenants by the Lessee, the Lessor accepts the Lessee's surrender of the Surrendered Area from the Surrender Date.
- 2.3 The Lessee's surrender of the Surrendered Area pursuant to clause 2.1 does not prejudice or affect the rights of either the Lessor or the Lessee against the other in relation to any breaches of the Lease occurring prior to the Surrender Date.

3. LESSEE'S OBLIGATIONS

- 3.1 The Lessee remains liable for the rental and all outgoings in respect of the Leased Area and the due performance of all the covenants and conditions of the Lease up to the Surrender Date.

4. AGREEMENT TO GRANT LICENCE

- 4.1 Subject to clause 4.2, in consideration of the Lessee's surrender of the Surrendered Area as set out in clause 2, the Lessor agrees to grant the Lessee a non-exclusive licence to use the Surrendered Area for the Permitted Use from the Licence Commencement Date.
- 4.2 In respect of the licence referred to in clause 4.1, the Lessee acknowledges and agrees:
- (a) That it shall be in a form, and subject to terms and conditions, as the Lessor sees fit (acting reasonably) having regard to the non-exclusive nature of the licence, which shall include, but not be limited to, the following provisions:
 - (i) A licence fee of \$1 per annum (non reviewable) and a term which runs with and is co-terminous with the Lease and any renewal or extension of the Lease.
 - (ii) That it shall be lawful for any person to enter and for any reasonable period of time to remain as a spectator upon the Surrendered Area at all times and any person so entering or remaining on the Surrendered Area shall not so long as he or she conducts and behaves himself or herself in an orderly and seemly manner and refrains from hindering and obstructing the activities of the Lessee be deemed a trespasser;
 - (iii) That the Lessor shall at any time be entitled to permit other organisations and the public to use the Surrendered Area for the Permitted Use, and the Lessee consents to such use provided that the Lessor will use reasonable

endeavours to ensure that as little interruption as possible is caused to the Lessee in its use of the Surrendered Area for the Permitted Use.

- (b) To deliver a duly executed copy of such licence to the Lessor within 14 days of being presented with the execution copy of the same.

5. LESSOR APPROVAL

- 5.1 The Lessee acknowledges and agrees that the Lessor will need to pass all necessary resolutions and have complied with all necessary statutory and regulatory procedures to its satisfaction in all respects prior to executing this deed.

6. COSTS

- 6.1 Each party will pay its own costs of the preparation and execution of this deed.

7. CONTINUANCE

- 7.1 The covenants in the Lease remain in full force and effect except to the extent expressly modified or varied by this deed.

EXECUTION

SIGNED by
KAIPARA DISTRICT COUNCIL
as Lessee by its duly authorised
signatory acting under delegated
authority in the presence of:

)
)
)
)
)

(Signature of Witness)

(Name of Witness)

(Occupation of Witness)

(Address of Witness)

THE COMMON SEAL of)
MANGAWHAI MUSEUM AND)
HISTORICAL SOCIETY)
INCORPORATED was affixed)
in the presence of:)

(Signature of Trustee)

(Name of Trustee)

(Signature of Trustee)

(Name of Trustee)

DRAFT

FIRST SCHEDULE
Plan of Surrendered Area

DRAFT

Kaipara District Council

Attention: John Burt

15.03.2019

Dear John,

The Board of Mangawhai Museum and Historical Society Incorporated have agreed to remain on our current lease agreement rather than sign a new License to Occupy agreement.

Members agree to proceed with an amendment to the existing lease to surrender part of the museums' current leased area on the proviso that:

- Council agree to tar seal the carpark area to the east and south of the museum building within three to five years of surrender;
- Council agree to take control of and maintain all gardens no longer in the museums' lease;
- Council can confirm that Mangawhai Museum will not be in breach of any District Plan regulations, specifically parking requirements and traffic management and control.

These conditions were confirmed by Sue Hodge in 2016 but will now be outdated and require reconfirmation from Kaipara District Council.

As discussed when we met with you in January, there will need to be revised site plans removing the proposed bus lane between the museum and the area to be leased to the Mangawhai Artists. This revised plan will need to be reapproved at Board level.

Once reapproval is confirmed, we can proceed with amending our current lease agreement.

Kind regards,

Emma Gray

Manager

Mangawhai Museum and Historical Society Incorporated



Kaipara te Orangahui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

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22 August 2016

The Manager

Mangawhai MuseumEmail: manager@mangawhai-museum.org.nz

Dear Emma

Surrender of Lease – future use and construction costs

Further to my email dated 16 August 2016 this letter is to confirm that:

The partial surrender of the identified area (plan/diagram to be attached to the surrender document) is to enable car parking to be developed for users of Mangawhai Park and on the basis that the Museum and its users will continue to have rights of use of the surrendered area together with other users of the Park.

That the carpark construction will proceed, at the cost of the Council, substantially in accordance with the email from the Council dated 16 August 2016 (attachedⁱ) and that best endeavours will be made to have the construction completed by Labour Weekend 2016.

Yours faithfully

Sue Hodge

Parks and Community Manager

ⁱ Council email dated 16 August 2016

Mangawhai Community Park Urban Landscape Design Plan

Meeting: Mangawhai Community Park Governance Committee
Date of meeting: 15 July 2019
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To seek approval from the Mangawhai Community Park Governance Committee (the Committee) for an urban landscape design for the Mangawhai Community Park (MCP).

Executive summary/Whakarāpopototanga

Due to the rapid growth within Mangawhai and the MCP there is a risk that the area of the MCP becomes ineffective in connectivity and the look and feel of MCP will be lost. It is proposed that an Urban Landscape Design Plan (ULDP) be developed to mitigate this risk.

Recommendation/Ngā tūtohunga

That the Mangawhai Community Park Governance Committee:

- a) Approves. Option 1. Staff to write a scope of works to create a urban landscape design for the Mangawhai Community Park Lot 3 DP 108638 Mangawhai in conjunction with agreed parties to form the basis for an agreement and engage a suitably qualified architect.
- b) Requests Staff to write a scope of works and engage a suitably qualified architect and seek costings to come back to the Mangawhai Community Park Governance Committee.

Context/Horopaki

A Master Plan for MCP was developed and approved by Council in 2014, since then both Mangawhai and MCP have experienced rapid growth, this is having an impact on the appearance and Infrastructure within MCP and needs to be addressed.

Discussion/Ngā kōrerorero

The Master Plan was intended to maintain a common look and feel to the MCP whilst recognising that there would be different groups developing and using the park.

Use of the MCP has increased significantly since the Master Plan was developed and there is a risk of it becoming disjointed and not having a feeling of being one combined park. There are also concerns around parking availability and safe access throughout the Park.

An update of the ULDP would allow the risks to be considered and potential solutions identified. These solutions would come back to the Committee prior to being confirmed and funded.

The feeling is the ULDP will be an addendum to the current Master Plan and will be the basis for any future developments and give guidelines to any groups wanting to develop within MCP.

Staff believe this will cost approximately \$20,000 but a scope of works will need to be developed to confirm costs. This will need to come back to the Committee for approval.

Options

- 1 Approves staff to write a scope of works in conjunction with agreed parties and engage a suitably qualified Architect to provide an urban landscape design plan for the frontage of MCP.
- 2 Does not approve recommendations.

Policy and planning implications

This is in alignment with the Master Plan.

Financial implications

All costs associated will need to be funded from the allocated budget.

Risks and mitigations

That the urban landscape design plan highlights a lot of work is required to make MCP a more usable space, staff will need to budget accordingly and look at other funding options to accommodate this if required.

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 changes as agreed.

Hamish Watson 27 June 2019

4 Information

Mangawhai Community Park Master Plan Operations Update - April 2019 to June 2019

Meeting: Mangawhai Community Park Governance Committee
Date of meeting: 15 July 2019
Reporting officer: Hamish Watson, Parks and Recreation Manager

Purpose/Ngā whāinga

To report to the Mangawhai Community Park Governance Committee (MCPGC) on the Master Plan Operations and Capital Works programmes to keep the Committee well-informed.

Executive summary/Whakarāpopototanga

Below is a summary of activities, operations and maintenance work carried out over the months of April 2019 to June 2019.

Recommendation/Ngā tūtohunga

That the Mangawhai Community Governance Committee:

- a) Notes the Parks and Recreation Manager's operations report update on the Mangawhai Community Park Master Plan from April 2019 to June 2019.

Context/Horopaki

The MCPGC is the body which oversees the implementation of the Mangawhai Community Park Master Plan (the Master Plan) for the Mangawhai Community Park (MCP). The revised MCP 2015/2025 Work Programme was adopted in June 2016 and amended in May 2017.

The Master Plan was developed after public consultation and feedback and adopted by Council on 25 November 2014. The Vision for the Park is:

Mangawhai Community Park will be a visible, predominantly natural, public space at the entrance to Mangawhai Heads, used (freely) by the community for recreation and enjoyment of the outdoor environment.

Discussion/Ngā kōrerorero

- To allow for the installation of a public toilet beside the Historic Village site, the necessary wastewater development contribution fees, connection fees have been paid and staff have approved the installation of the necessary infrastructure to allow for the installation of a public toilet at a later date.
- Stantec is continuing with the Hydrology report for the Park. This is due within the first two weeks of July 2019.
- Work is continuing on the Ulrich Cottage that has been relocated to the Pioneer Village site with the building now on piles, rotten weatherboards replaced and decks being added. This work will be ongoing with completion due late this calendar year.

- The exotic gum trees in behind St John's and Fire Station sites have been removed, there are approximately 20 trees left to be removed once the work has finished on the Fire Station site for Health and Safety reasons regarding proximity of workers.
- The variation to the Licence to Occupy for Mangawhai Activity Zone (MAZ) to allow the installation of a pump track outside their current area and to allow a Café to operate has been sent to the MAZ Committee and has been signed.
- Museum surrender of lease is still being negotiated (refer separate report 'Mangawhai Museum surrender of lease' on Committee's 15 July 2019 agenda).
- Tidy up of the planting around the wastewater treatment plant has been done by a contractor engaged by 'Friends of Mangawhai Community Park' along with other spraying within the wider park.
- Staff are preparing an application to the Tourism Infrastructure Fund (TIF) for the public toilets located by the Pioneer Village area.

Below is a table of projects for 2018/2019:

Description	Budget	Spend to date	Forecast	Comments
Service lanes/tracks throughout Park	\$9,000	\$2,237	\$2,237	No more budget to be spent at this stage until further work is completed on resource consents.
New buildings (Pioneer Village)	\$45,000	\$30,949	\$35,000	This work is ongoing but will be under budget this financial year.
Parking Pioneer Village	\$7,000	\$7,191	\$7,191	Complete.
Landscape planting				Project postponed until agreement about what will be planted is sorted.
Exotic tree removal	\$30,000	\$37,665	\$37,665	Still some trees to be removed
Stormwater controls				Project removed until required.
Arts development	\$2,000	\$1,800	\$1,800	Waiting on the agreement from the Museum to surrender their land.
Public toilet Infrastructure	\$25,000	\$20,460	\$20,460	Complete.
Public toilet wastewater connection costs (development contributions)	\$22,000	\$22,113	\$22,113	Complete.
Park Survey	\$10,000	\$10,164	\$10,164	Complete to this stage.
Total spend	\$150,000	\$132,579	\$136,630	

Staff and "Friends" Chair will develop new work plan in line with the current Infrastructure Work Plan.

Policy and planning implications

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

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

Continue to implement the Works Programme.

Hamish Watson 04 July 2019

5 Closure

Kaipara District Council
Dargaville