

ORDINARY AGENDA

CORPORATE AND OPERATIONS COMMITTEE

DATE: Wednesday, 24 June 2009

TIME: 9.30 am

VENUE: Council Chambers
Matamata-Piako District Council
35 Kenrick Street
TE AROHA

MEMBERSHIP – Quorum (6)**Members:**

Mayor G W H Vercoe QSM, ED, JP
Cr J E Barnes
Cr S D Gillard JP
Cr C L Greenville JP
Cr M L Gribble
Cr J W Harris
Cr P M Jager
Cr T J M Johnston JP
Cr R J McGrail
Cr G R Stanley
Cr M P Steffert
Cr L M Tisch

Information and recommendations are included in the reports to assist Corporate and Operations Committee in the decision making process and may not constitute Corporate and Operations Committee's decision until considered by Corporate and Operations Committee.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	MEETING OPENING.....	1
2	PRESENT.....	1
3	APOLOGIES	1
4	NOTIFICATION OF URGENT BUSINESS.....	1
5	CONFIRMATION OF MINUTES.....	1
6	OFFICER REPORTS.....	2
6.1	CHIEF EXECUTIVE	2
6.1.1	CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009.....	2
6.1.2	ACTION SHEET REPORT	3
6.1.3	MORRINSVILLE ART GALLERY TRUST	4
6.2	ENVIRONMENTAL	5
6.2.1	SUMMARY OF CONSENTS RECEIVED.....	5
6.3	INFRASTRUCTURE	6
6.3.1	COUNCIL PARTNERSHIP WITH THE TE AROHA MOUNTAIN BIKE CLUB	6
7	URGENT ADDITIONAL BUSINESS	10
8	EXCLUSION FROM THE PUBLIC.....	10
9	CLOSURE	10

1 MEETING OPENING**2 PRESENT**

MEMBERS PRESENT

OFFICERS PRESENT

IN ATTENDANCE

3 APOLOGIES

MEMBERS APOLOGIES

4 NOTIFICATION OF URGENT BUSINESS

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 46A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

5 CONFIRMATION OF MINUTES

Minutes, as circulated, of the Ordinary Meeting of the Corporate and Operations Committee, held on 27 May 2009.

[Minutes May 27 2009 Corporate and Operations Committee.doc](#)

DRAFT RESOLUTION

That the Minutes of the Ordinary Meeting of the Corporate And Operations Committee held on 27 May 2009 be confirmed and signed as true and correct.

6 OFFICER REPORTS

6.1 CHIEF EXECUTIVE

6.1.1 CHIEF EXECUTIVE OFFICERS REPORT FOR MAY 2009

File No: SUP164201
Attachments: [CEO Report for May 2009.doc](#)
[Major Projects June 2009.Doc](#)
Responsible Officer: D McLeod
Chief Executive Officer
Author: D McLeod
Chief Executive Officer

EXECUTIVE SUMMARY

A copy of the Chief Executive Officer's report for the period May 2009 is attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the Chief Executive Officer's report for May 2009 be received.

6.1.2 ACTION SHEET REPORT

File No: DEM021601
Responsible Officer: D Bellamy
Environmental Services Manager
Author: J Payze
Committee Secretary

EXECUTIVE SUMMARY

The Action Sheet report for the period 1 March to 1 June 2009 is tabled for information.

POLICY AND BYLAW ISSUES

There are no policy or bylaw issues.

OFFICER RECOMMENDATION

That the Action Sheet Report for the period 1 March to 1 June 2009 be received.

6.1.3 MORRINSVILLE ART GALLERY TRUST

File No: 05301/301.00
Responsible Officer: D McLeod
Chief Executive Officer
Author: J Payze
Committee Secretary

EXECUTIVE SUMMARY

The Morrinsville Art Gallery Trust was discussed at the Council meeting held 10 June 2009 and Council resolved to refer the matter to the Corporate and Operations meeting to be held 24 June 2009.

POLICY AND BYLAW ISSUES

There are no issues.

OFFICER RECOMMENDATION

That the Morrinsville Art Gallery Trust funding request be given consideration.

6.2 ENVIRONMENTAL

6.2.1 SUMMARY OF CONSENTS RECEIVED

File No: DEM0208R01
Attachments: [Consents Received - May 2009](#)
[Notified consents - May 2009](#)
Responsible Officer: D Bellamy
Environmental Services Manager
Author: K Rogers
Planning Administration Assistant

EXECUTIVE SUMMARY

A summary of the resource consent applications received for the month of May 2009 is attached.

A summary of the applications that were notified during that month is also attached.

POLICY AND BYLAW ISSUES

There are no other Policy or Bylaw issues in relation to this matter.

OFFICER RECOMMENDATION

That the information on the Summary of Consents for May 2009 be received.

6.3 INFRASTRUCTURE

6.3.1 COUNCIL PARTNERSHIP WITH THE TE AROHA MOUNTAIN BIKE CLUB

File No:	05311/488.00
Attachments:	Concept for Track Expansion
Responsible Officer:	G Ridley Infrastructure Manager
Author:	R Marshall Community Facilities Planning Officer

EXECUTIVE SUMMARY

The Te Aroha Mountain Bike Club has a membership of 25 – 30 people. The Mountain Bike Club seeks Council approval to play a greater role in management of the Mountain Bike Track. Aspirations of the club include maintaining the mountain biking track in good condition, undertaking improvements to the track and planning and implementing staged track expansions. It is proposed that a formal relationship is established between the Mountain Bike Club and Council. This could be in the form of a ‘Memorandum of Understanding’.

Steve Fabish, Community Facilities Manager and Allan Turner, Te Aroha Mountain Bike Club Representative will be present at the Council meeting to discuss this proposal.

BACKGROUND

Council’s Community Facilities Department currently undertakes maintenance of the site. This role includes vegetation clearance, minor track works, track edge weed control, etc.

The Mountain Bike Club has identified existing maintenance issues which they would like to improve prior to undertaking future expansions. There are ongoing general maintenance issues such as clearing growing bush and addressing ongoing water damage. They also would like to undertake work to make the track safer, including fixing dangerous root crossings, cambering fast corners, etc.

The Te Aroha Mountain Biking Track is known for its rocky terrain and the club do not want to make significant changes. Maintenance work would be to make the track safer, improve the ride-ability and increase the technical challenge in some sections.

A goal of the Mountain Bike Club is to make the mountain bike track a greater attraction, increase its usage and establish more organised mountain biking events. In the future they would also like to develop a downhill track. They envisage that undertaking these activities will result in flow on economic benefits for the local community.

ISSUES

If the Mountain Biking Club is to play a greater role in site management, a ‘Memorandum of Understanding’ is proposed to formalise the relationship between

Council and the Mountain Bike Club. The following issues would need to be considered:

Health and Safety / Volunteer Rules

There are risks involved when volunteers undertake work on Council property. Negligence, lack of skills or lack of safety knowledge may lead to health and safety issues. There could also be consequences if volunteers incur accidents or undertake actions which lead to accidents (to either themselves or other users). Council currently has policies and procedures relating to Health and Safety, Use of Volunteers, Use of Non-Approved Specialised Contractors and Worksite Hazard forms.

Te Aroha Mountain Bike Club members have also noted they are aware of health and safety protocol (safety briefings, members in attendance lists, etc) as detailed by the International Mountain Bicycling Association.

A "Memorandum of Understanding" would require volunteers to sign relevant paper work prior to undertaking work on the site.

Structures/Bridges

Structures are located where required on the mountain biking track. It is not the intention of the Mountain Biking Club to add a large number of additional structures. However during maintenance and future track expansions, upgrades and additional structures may be required. Council would retain responsibility for undertaking this work, in accordance with resource consent requirements.

Working Party and Work Programmes

The proposed relationship would require closer interaction between Council and the Mountain Bike Club. A working party would be formed with representatives from both organisations, and other parties if appropriate (e.g. service clubs, Department of Conservation). Six monthly work programmes would be established and implemented to ensure all parties are aware of work being undertaken. Standards and timeframes would be agreed upon.

Future Expansions / Track Upgrades

The Club would like to expand the current track in the near future and have already considered expansion designs (See Appendix). In the future they would also like to develop a downhill track. However they have acknowledged that maintenance of the existing network is the initial priority. No expansion would occur without Council approval.

Financial Commitments / Provision of tools and materials

Members of the Mountain Bike Club are willing to undertake volunteer work on the track. However materials and tools will be required for maintenance and upgrade works. This includes timber for ramps and cambered corners, posts, materials for maps and signage, slashers, tree saws, chain saws, weed eaters, weed sprays and shovels. Some financial income may be generated from public events, which would be used for track improvements or promotions.

Council currently spends approximately \$4,000 per annum on the track. This money could be redirected to establish an equipment base and materials.

Track and Club Promotions / Signage

The Club would like a greater emphasis to be placed on promoting the track. The Club has its own website, <http://www.sportsground.co.nz/tamtbc>. It is also investigating producing track maps which users could obtain to use for guidance. Signage is required at various locations around the track.

The Club would also like to increase public events at the site. This could generate income and have spin-off benefits for local businesses.

STATUTORY ISSUES

There are no statutory issues.

POLICY AND BYLAW ISSUES

The Mountain Bike Track is located in the kaitiaki zone. Council's Infrastructure Department is currently in the process of applying for three year resource consent to undertake maintenance work in kaitiaki zones throughout the district.

LONG TERM COUNCIL COMMUNITY PLAN

COUNCIL ACTIVITIES

Community Facilities

Community Facilities are Council activities focused on recreational and cultural opportunities in the district. Previously, much of the work we have done in this area has been around the provision of services and assets, such as the libraries, swimming pools, parks and reserves and other public amenities. In the future, Council will be looking to see how it can enhance the provision of these services to the community through the forming of partnerships with other regional and national organisations focused on social and cultural wellbeing.

- *Parks and Reserves*
 - *Provide the linkage between Council's strategic goals for parks and reserves and the current levels of service of service*
 - *Identify opportunities for improvement and implications of those improvements*

FOUR WELL-BEINGS

The Te Aroha Mountain Biking Track is a major feature in our district, and by ensuring it is available to the public we are contributing to community well-beings. Positive effects on well-beings include:

- Allows for physical activity and development
- Assists with improving health
- Increased visitors due to district attractions
- Provides areas for community events

COMMUNITY OUTCOMES

- Belonging to our Community

- Economic Development: Prosperity
- Healthy Air, Water, Land: Healthy People
- Heritage: Our past
- Planning and Development

SIGNIFICANCE POLICY

This issue is not considered significant in terms of Council's Significance Policy.

FINANCIAL IMPLICATIONS

Council currently spends approximately \$4,000 per annum on the track. This money could be redirected to establish an equipment base and materials for volunteers. This would be finalised in the "Memorandum of Understanding"

OFFICER RECOMMENDATION

That:

1. a "Memorandum of Understanding" is established between the Te Aroha Mountain Bike Club and Council, to guide future management of the Te Aroha Mountain Biking Track.
2. the Te Aroha Mountain Bike Club is given increased responsibility (under the memorandum of understanding) in managing the mountain biking track.
3. Council approval will be sought prior to any track network expansions.

7 URGENT ADDITIONAL BUSINESS

8 EXCLUSION FROM THE PUBLIC

9 CLOSURE