



CYCLING & WALKING SUBCOMMITTEE MINUTES

MINUTES OF THE CYCLING AND WALKING SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 18 MAY 2023 COMMENCING AT 3:00 PM

The Subcommittee Meeting was live streamed to the Westland District Council YouTube Channel and presentations are made available on the council website.

1. MEMBERS PRESENT AND APOLOGIES

Chairperson	Cr Davidson	
Members	Her Worship the Mayor	
Other Members:	Cr Baird	Cr Burden
	Cr Gillett	Cr Neale
	T. Brownlee, Manawa Energy	Kw Tumahai
	I. Perkins, Herenga ā Nuku Aotearoa; The Outdoor Access Commission	O. Kilgour, Department of Conservation
	John Strange – On behalf of the Westland Mountain Bike Club	¹ M. Anderson, West Coast Wilderness Trail . CEO, Destination Westland (for part of the meeting)

NGĀ WHAKAPAAHA APOLOGIES

Jackie Gurden – West Coast Wilderness Trail Manager

John Wood – West Coast Wilderness Trail

Liam Anderson – Westland Mountain Bike Club

Paul Madgwick – Iwi Representative

Apologies for lateness – Owen Kilgour

ABSENT

Kw Tumahai

Moved Inger Perkins, seconded Cr Baird and **Resolved** that the apologies from Jackie Gurden, John Wood, Liam Anderson, and Kw Madgwick be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; S. Baxendale, Group Manager District Assets; L. Crichton, Group Manager, Corporate Services, and Risk Assurance; D. Maitland; Executive Assistant; S. Johnston; Governance Administrator (via zoom).

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

¹ Amended at the Cycling & Walking Sub-Committee Meeting 17 August 2023.

The Interest Register had been circulated via Microsoft Teams and available on the Council Chambers table.

3. **NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA**

There were no urgent items of business not on the Agenda.

4. **NGĀ MENETI O TE HUI KAUNIHĒRA MINUTES OF MEETINGS**

The Minutes of the previous Meeting were circulated separately via Microsoft Teams.

- **Inaugural Cycling and Walking Subcommittee Meeting Minutes – 7 March 2023**

Moved Cr O'Connor, seconded Tim Brownlee and **Resolved** that the inaugural Minutes of the Cycling and Walking Subcommittee Meeting held on the 7 March 2023 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Inaugural Cycling and Walking Subcommittee Meeting Minutes of 7 March 2023.

Owen Kilgour, Department of Conservation arrived at the meeting at 3:03pm

5. **ACTION LIST**

The Group Manager, District Assets spoke to the Action List and provided the following updates:

- **Milltown Weir Crossing**
 - Conversations still happening on how to keep that proposal moving forward
- **Mahinapua Historic Bridge – Highway Crossing & West Coast Wilderness Trail Exiting onto SH6**
 - Discussions are continuing with NZTA. Was raised at the last liaison meeting – will need to be taken up with someone senior if no response.
 - Health & Safety Hazard review – this is now being picked up with Westland District Council Health & Safety Committee with a hazard register being put into place to pick up and identify all issues on the Trail.
- **Pine Tree Road Connection**
 - A report is to come to the Sub-Committee at a later date from Council. Replace Inger Perkins name with Scott Baxendale's on the Action list.
- **Track Realignment Behind Racecourse**
 - Council had an action to investigate the proposed realignment at the Racecourse near Brickfield Road. There are investigations currently underway regarding this item.

Cr Gillett queried the Milltown Weir Crossing regarding a permanent easement.

The Chief Executive advised that there is a permanent easement through that area already. One option is to divert a highwater route via Tim Brownlee and his team allowing Council to go across the bridge and down the weir which is primarily the alternative route. The challenge managing the weirs is to get to the weirs if there has been an event, to ensure it's closed in time.

Cr Gillett's understanding was that the easement through a neighbouring property was a 12-month lease.

The Chief Executive advised that this would need to be investigated.

The Chief Executive provided further comment regarding the Health & Safety Hazard review and advised that a number of safety reports have been done in the past however, they were never converted into a hazard register. All known hazards from previous reports are being compiled into a hazard register and from there a critical assessment will be done which will prioritise future capital works on what needs to be done to mitigate or address those hazards on the Trail. It will come back to Council, affordability, and rate payers to resolve those issues.

Moved Owen Kilgour, seconded Inger Perkins and **Resolved** that the updated Action List be received.

The following items were taken out of order to the Agenda:

7. PŪRONGO KAIMAHI REPORTS

- **West Coast Wilderness Trail**

Jackie Gurden, Trail Manager; West Coast Wilderness Trail provided a written update for the sub-committee, and was spoken to by Chief Executive Simon Bastion in Jackie's absence and provided an update on activity since the last sub-committee meeting:

- The Trail was visited by Mr Ross Ormsby who is a paraplegic and has historically done a number of evaluations on Major Great Rides. Mr Ormsby advised that he was able to ride the whole trail as a disabled athlete, and highlighted a couple of tight points that he was just able to navigate within his experience. Mr Ormsby will write a report to Council regarding wheelchair users. Council would like to see the Wilderness Trail be promoted as a safe access trail for future wheelchair users.
- Emergency Response Plan - there are a number parties who are keen to gather (including emergency services) to develop an overarching plan in terms of both Evacuation and Emergency response plans to go with it. Jackie Gurden is taking a lead on this along with Council staff.
- The Chief Executive acknowledged the work Vicki Price has done on behalf of Council for the Trail. Vicki has now moved onto another role within Council.
- An Ultra-Marathon was completed on the trail recently with a few hundred attendees which went very well.

Moved Cr O'Connor, seconded Cr Baird and **Resolved** that:

1. The Report from Simon Bastion on behalf of Jackie Gurden, Trail Manager of the West Coast Wilderness Trail be received.

- **Grey District Council**

Cr Jack O'Connor from Grey District Council provided an update from Grey District Council and highlighted the following points from his report:

- Visit by Rod Tolley was a good eye opener for Councillors, Mayor and Council staff that attended which brought a different view to cycling and walking. Cr O'Connor advised that Grey District already have 30km speed zone in the city space, and are looking at further bike stands, and making it a user-friendly space. Moving forward, Grey District Council are looking at Tourism Infrastructure Funding (TIF) for urban trails – linking small parts around Greymouth.

- Lake Brunner Scenic Trail – this is still an ongoing process and a construction site. It is 8km from Moana, will eventually end up at Mitchell’s and will link up with the cycle trail through the roading process. Currently at stage 3 of the project.
- Shanty Town Trail – it is on Grey District Council’s long-term plan; however, it is dependent on external funding.

Moved Cr Baird, seconded Inger Perkins and **Resolved** that:

1. The report from Cr Jack O’Conner from Grey District Council be received.

- **Manawa Energy**

Tim Brownlee, Operator; Manawa Energy advised that he had nothing new to update or report to the Sub-Committee.

- **Department of Conservation**

Owen Kilgour, Operations Manager; Department of Conservation spoke to the written report provided to the Sub-Committee, and highlighted the following points:

- DoC Rangers have completed maintenance on Mt Tuhua, Mahinapua, Mananui Tram, Hokitika Gorge and a number of back country tracks, huts, and structures.
- Further maintenance of track surface and bridge on the Mananui tram is scheduled for this winter (minor bridges and approaches to bridges)
- Canoe Cove Track at Lake Kaniere has re-opened after treefall damage has been repaired.
- DoC have provided a letter of support to Westland District Council for TIF application to maintain Hokitika Gorge Bridge.
- Currently reviewing approach to managing dog access on Public Conservation Land in the Hokitika District.

Moved Inger Perkins, seconded Tim Brownlee and **Resolved** that:

1. The report from Owen Kilgour, Operations Manager from Department of Conservation be received.

6. **NGĀ TĀPAETANGA PRESENTATIONS**

- **West Coast Wilderness Trail – Maintenance Update**

²Melanie Anderson, CEO, ~~West Coast Wilderness Trail~~. Destination Westland spoke to this presentation and provided an update on maintenance from February to April 2023.

- Signage – replacement of damaged, broken/missing, and directional signs
- Vandalism – Damaged Portaloo - Mahinapua, Camp Creek Shelter and Taramakau Shelter.
- Windfallen Trees – Clearing of trees and debris
- Culverts & Drains – Clearing sections of the track, preventative actions, and post weather events
- Health & Safety & Emergency Services Access points – Hunters gaining access onto cycleway on quads on various sections of the track.
- Scouring & Pot holes – repairing of scouring, and removal of wet, slippery leaves, small surface repairs

² Amended at Cycling & Walking Sub-Committee Meeting 17 August 2023

The Chief Executive advised that users of the track are advised to use the app 'Snap, Send Solve' which they can use to upload photos of areas of interest. This information provides great data and highlights areas of the track that need looking at or maintenance to be completed. This data will help compile future business cases as well.

Moved Cr Neale, seconded Cr Gillett and **Resolved** that the presentation from Melanie Anderson, CEO, ³West Coast Wilderness Trail Destination Westland be received.

PŪRONGO KAIMAHI REPORTS CONTINUED...

- **Herenga a Nuku Aotearoa – The Outdoor Access Commission**

Inger Perkins, Regional Field Advisor; The Outdoor Access Commission provided a written report to the sub-committee and highlighted areas of the report:

- **Visit from Dr Rod Tolley**

Inger Perkins asked the Sub-Committee what is happening in Westland, and queried how the Sub-Committee could advance forward with some of the ideas and thoughts raised at the meeting with Dr Rod Tolley such as the International Charter for Walking.

- **Active Transport Friendly Communities**

Inger Perkins queried how this topic could be advanced by this sub-committee.

The Chief Executive advised that when Council puts the Draft Annual Plan together (including budgets) it looks at opportunities that have been put in front of Council. If there are specific targeted programs with specified outcomes that can be put to the annual plan process, then that is something the sub-committee can do, and advised that as a sub-committee it would be advisable to workshop some ideas first to look at opportunities, and future planning and advised that it comes back to affordability for the residents.

The Chief Executive advised that he believed the Council had signed up to the International Charter for Walking and would come back and confirm this.

- It was agreed there be a Workshop for the Sub-Committee to look at opportunities and future planning.

Moved Cr O'Connor, seconded Cr Neale and **Resolved** that:

1. The report from Inger Perkins, Regional Field Advisor of Herenga a Nuku Aotearoa be received.

- **Westland Mountain Bike Club**

John Strange spoke on behalf of Liam Anderson for the Westland Mountain Bike Club and provided a verbal update to the sub-committee on activity since the last meeting:

- Westland Mountain Bike Club have provided a letter of support for the Tourism Infrastructure Funding (TIF) application by Council for the Blue Spur Heritage Loop Realignment, which is focused on removing the very steep section of the heritage trail as it rises to Brickfield Road. In addition to the letter of support, Westland Mountain Bike Club provided an estimate of volunteer hours that had gone into building and maintaining the tracks at Blue Spur Forest – this is conservatively estimated as 10k hours over the last 12 years.

³ Amended at Cycling & Walking Sub-Committee Meeting 17 August 2023

- Blue Spur Forest Activity
 - Have been carrying out access road improvement works, with small machinery input from neighbouring landowner.
 - General Trail Maintenance being undertaken
 - Planning a new entry/exit trail which will be an easy grade – which will be great for general access and promote less driving in the forest.
- Hokitika area - club members continue to do maintenance on the Airport track, Skyla Track, and Pipeline track to access the Blue Spur area.
- Department of Conservation Lake Kaniere track – our resident club member trail rider and observer continues to do small general maintenance on the ride, including maintaining rideability through the creek crossings, which is proving to be very helpful.

John Strange advised that there is an APP called TrailForks (Trail APP) and that the Blue Spur Forest trails are well known on this.

The Chief Executive queried if there were any local competitions, or any plans to have a Westland Mountain Bike Competition in the future.

John Strange advised that the Westland Mountain Bike Club has evolved into a club of keen trail builders, trail maintainers, and trail riders and that there were aspirations to run races, however, the Club just needs to find the right people to organise races and advised that this is an on-going topic of discussion at the AGM meeting – which was happening soon.

Moved Tim Brownlee, seconded Inger Perkins and **Resolved** that:

1. The report from John Strange on behalf Liam Anderson, Club President from the Westland Mountain Bike Club be received.

8. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Moved Cr Gillett seconded Cr Neale and **Resolved** that the Cycling and Walking Subcommittee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3:59 pm.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Inaugural Minutes of the Cycling & Walking Sub-Committee 7 March 2023	Good reasons to withhold exist under Section 7	That the public conduct of 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 exists.

Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a)).
1	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Moved Cr Gillett, seconded Cr Baird and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed and accordingly, the meeting went back to the open part of the meeting at 4:00pm

**DATE OF NEXT CYCLING AND WALKING SUBCOMMITTEE MEETING – 17 AUGUST 2023
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 4:00 PM

Confirmed by:

Cr Paul Davidson
Chair

Date: 17 August 2023