



# 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 17 AUGUST 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  |   |
|----------------|--|---|
| <b>Members</b> |  |   |
|                | Cr J. O'Connor   | Cr Neale                                |
|                | J. Wood, West Coast Wilderness Trail   | Tony Thrupp, Department of Conservation |
|                | L. Anderson, Westland Mountain Bike Club (via zoom)                            |   |
|                | I Perkins, Herenga ā Nuku Aotearoa; The Outdoor Access Commission              |   |
|                | Melanie Anderson, CEO, Destination Westland (via zoom for part of the meeting) |   |

### NGĀ WHAKAPAAHA

#### APOLOGIES

Her Worship the Mayor

Cr Baird

Cr Gillett

Kw Madgwick

Tim Brownlee, Manawa Energy

Jackie Gurden, West Coast Wilderness Trail

#### ABSENT

Kw Tumahai

Moved John Wood, seconded Cr Neale and **Resolved** that the apologies from Her Worship the Mayor, Cr Baird, Cr Gillett, Kw Madgwick, T. Brownlee, and J. Gurden, be received and accepted.

#### STAFF PRESENT

S.R. Bastion, Chief Executive; S. Baxendale, Group Manager District Assets; T. Cook, Group Manager: Regulatory and Community Services (via zoom); L. Crichton, Group Manager Corporate Services, Risk and Assurance; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor (via zoom); S. Johnston; Governance Administrator (via zoom), E. Bencich, Operations Manager.

### 2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and email.

**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 KAUNIHERA  
MINUTES OF MEETINGS**

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

- **Cycling and Walking Subcommittee Meeting Minutes – 18 May 2023**

*Amendment to the 18 May 2023 Cycling and Walking Subcommittee Minutes – Melanie Anderson is the CEO of Destination Westland – not West Coast Wilderness Trail.*

Moved Cr Neale, seconded Inger Perkins and **Resolved** that the Amended Minutes of the Cycling and Walking Subcommittee Meeting held on the 18 May 2023 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the amended confirmed Cycling and Walking Subcommittee Meeting Minutes of 18 May 2023.

**5. ACTION LIST**

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

| No. | Item   | Update  |
|-----|--|---|
| 1   | Milltown Weir Crossing                                   | There is an alternative route available if the weirs are in flood. Council and Destination Westland Limited are responsible for managing the process if it needs to be diverted to the high-water route.<br><br>This can now be removed from the action list. |
| 2   | Mahinapua Historic Bridge – Highway Crossing             | Discussions with NZTA are still on-going.   |
| 3   | West Coast Wilderness Trail exiting onto State Highway 6 | Progress has been made with the creation of a hazard register. To be workshopped initially with staff prior to including wider stakeholders.<br>A workshop date is yet to be set for this.  |
| 4   | Pine Tree Road Trail Connection                          | A report to come back to a future Committee meeting.  |

|   |                                      |  |
|---|--------------------------------------|--|
| 5 | Track Realignment behind racecourse  | A Tourism Infrastructure Bid has been submitted and are anticipating the outcome of that soon. |
| 6 | Cycling & Walking Committee Workshop | Set for Thursday 21st September 2023.  |

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

## 6. NGĀ TĀPAETANGA PRESENTATIONS

Melanie Anderson, Chief Executive Officer, Destination Westland Limited provided a verbal update regarding trail maintenance that has taken place over the past 3 months including:

- Clearing culverts & a lot of leaf blowing
- Kumara to Larrakins upgrade of hill section with resurfacing.
- Storm damage repairs have been done out Milltown way.
- Safety enhancements have been installed at Milltown (Switch back safety rails)
- A shelter had been vandalised on the trail.
- Work has been done on erecting and taking down signage regarding the stop bank work.
- Work has been done in the Ross section of the trail - clearing vegetation and culverts.
- Clearing windfall damage which is normal for this time of the year.

M. Anderson gave a general reminder to the Sub-Committee that reporting of any maintenance issues on the trail need to go through the proper channels – not directed to the maintenance staff. Maintenance issues are to be reported through Erle Bencich, Operations Manager, Westland District Council in the first instance.

Moved Cr O'Connor, seconded John Wood and **Resolved** that the verbal update from Melanie Anderson, CEO of Destination Westland Limited be received.

## 7. PŪRONGO KAIMAHI REPORTS

### • Capital Projects Update

Erle Bencich, Operations Manager, District Assets provided a general overview of what has been taking place on the trail of recent months including:

- Water Race section has been completed.
- Larrakins Road Project – is in final design, pending some items back from Heritage NZ.
- Totara Bridge review – documentation will be provided next week from WSP (please put in full all the abbreviations in the minutes) regarding future design for the bridge, safety, and stability.
- A section of trail at the Dillmans Dam has been completed, near the spillway.
- Mahinapua Walkway – funding obtained for design, and pending costings to come back from contractors which will define what can be done on the boardwalks.
- Work on the viewing platform on the Mahinapua Walkway section will be started the week commencing 21 August 2023.
- The remedial work on the section of trail on the Kaniere Tram is progressing.

Moved Cr Neale, seconded Cr O'Connor and **Resolved** that the verbal update from the Operations Manager from Westland District Council be received.

- **West Coast Wilderness Trail**

John Wood, West Coast Wilderness Trail spoke to the report on behalf of Jackie Gurden who provided a written update on the following items:

- **Rider Numbers**
- **Rider Feedback and Demographics**
- **The Work of the Trail Trust**
- **Marketing** – working alongside Development West Coast

Moved Cr Neale, seconded Inger Perkins and **Resolved** that the West Coast Wilderness Trail update report from John Wood, on behalf of Jackie Gurden, Trail Manager, be received.

S. Baxendale, Group Manager District Assets advised that Tim Brownlee from Manawa Energy wanted it noted that Manawa Energy have filled all the potholes in along the Dam leading up to the Kapitea Reservoir.

- **Grey District Council**

Cr Jack O'Connor, Grey District Council spoke to this written report and provided the following update:

- **Re-shaping Streets – Waka Kotahi NZ Transport Agency Submission Process**
- **Living Streets Aotearoa NZ Walking Summit**
- **Lake Brunner Scenic Trail**  
A Lotteries funding has been received to allow Grey District Council to reach Bain Bay with a potential off-road option to Kumara.
- **Wilderness Trail Annual Forum**
- **Snap/Send/Solve**  
Encouraging trail users to utilise this App.
- **24 Hour Phone Service**  
For urgent issues that require response between 5pm and 8am.
- **Play, Active Recreation, Sport (PARS) Plan**

Moved John Wood, seconded Inger Perkins and **Resolved** that the Update Report from Cr Jack O'Connor of Grey District Council be received.

- **Department of Conservation Update**

Tony Thrupp, Senior Ranger, Operations, Department of Conservation spoke to this report and provided an update on the following items:

- **Mananui Tramline (Mahinapua Walkway) resurfacing is a work in progress.**
- **Lake Kaniere Water Race installation of 2 bridges.**
- **Mahinapua Creek Lookout installation.**
- **Backcountry Tracks**
- **Public Access**
- **Regional Work**

E. Bencich advised he had received some complaints about issues with track maintenance at Kaniere Water Race and Mahinapua. T. Thrupp requested the list of complaints be sent to him of the problematic areas to review.

The Chair commended the work that the Department of Conservation do on the track and their collegial working relationship with the Westland District Council staff to upgrade and develop the track.

Moved Cr Neale, seconded Inger Perkins and **Resolved** that the update report from ~~the~~ Tony Thrupp, Senior Ranger, Department of Conservation be received.

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

Inger Perkins, Regional Field Advisor, The Outdoor Access Commission spoke to this item and provided the following update:

- **Actions from last meeting**

A workshop has now been scheduled for 21 September 2023 and I. Perkins advised she is keen to gather resources for the group to read prior to the workshop in order to be prepared and enable those attending to be fully informed, which will aid discussion on the day.

The CE advised that the Workshop would generate a lot of discussion and advised that they are trying to get someone from Sports Canterbury who has practical experience and aspirational knowledge to help facilitate at the Workshop. The workshop is to facilitate open discussion, and to start piecing together a programme of work moving forward.

- **Racecourse Development – Hub Potential**

Potential as active cycling / walking hub.

The CE advised that there is a report going to Council on 24 August 2023 which will outline the process of being able to contribute thoughts and ideas towards the Racecourse Development.

- **National Walking and Cycling Plans**

New plans in the pipeline from Waka Kotahi. Herenga ā Nuku Submission made points that could inform the sub-committee at the workshop next month.

- **Locked gate across unformed legal road**

There is still on-going concern regarding access and the locked gate at Ruatapu. I. Perkins is hoping to have an update on Monday from Destination Westland Limited regarding this issue and commented that she was disappointed that it has taken this long, well over seven years to resolve.

Cr Neale had asked M. Anderson earlier in the meeting about progress to resolve the locked gate on legal road in Ruatapu. M. Anderson had declined to respond explaining that her presence at the meeting was in relation to maintenance on the West Coast Wilderness Trail only.

Moved Cr O'Connor, seconded Cr Neale and **Resolved** that the update report from Inger Perkins, Regional Field Advisor, The Outdoor Access Commission be received.

- **Westland Mountain Bike Club**

Liam Anderson, Club President, Westland Mountain Bike Club, provided a verbal update on the following items:

- The planning of a new entry trail into the forest has progressed, and the Club has identified a local, commercial, trail builder who is happy to dig the trail for the club. Approval has been obtained from Ngāi Tahu Forestry to use the digger to build the trail.
- Westland Mountain Bike Club are working with Sign-Link Graphics to develop signage into the forest as well as key points around the trail to help with navigation.
- Next year a celebration is planned for the 150 years of Connection between the West Coast and the surrounding areas. The Westland Mountain Bike Club are looking at ideas and ways to show case this celebration with a possible Cycle Festival.

Moved Inger Perkins, seconded Cr Neale and **Resolved** that the verbal update from Liam Anderson, Club President of 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 John Wood, seconded Cr O'Connor 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 4:05 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 Minutes – 18 May 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.<br>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:<br>(i) would disclose a trade secret; and<br>(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 John Wood, seconded Cr O'Connor 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 4.14 pm

**DATE OF NEXT CYCLING AND WALKING SUBCOMMITTEE MEETING – 16 NOVEMBER 2023  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

**MEETING CLOSED AT 4:14 PM**

Confirmed by:




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**Cr Paul Davidson**  
**Chair**

**Date: 17 November 2023**