

# GREYTOWN COMMUNITY BOARD

16 SEPTEMBER 2015

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## AGENDA ITEM NO 9.3

### GREYTOWN CHILDREN'S CYCLE AND RECREATION PARK

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#### **Purpose of Report**

To provide Community Board members with a proposed organisational structure to progress the Greytown children's cycle and recreation park feasibility project.

#### **Recommendations**

Officers recommend that the Community Board:

1. *receives the information;*
2. *approves the draft Terms of Reference for the Greytown "Wheels Park" Steering Group, with any amendments agreed by the Board;*
3. *appoints the elected and community representatives to the Steering Group.*

#### **1. Executive Summary**

A submission to the 2015 LTP requested funding for a skate park and BMX facility in Greytown. The LTP decision was to endorse the Pierce Street site as a multipurpose outdoor sporting venue, and to fund \$10,000 from reserves to be allocated for the purposes of determining feasibility and creating an initial design. This paper proposes an organisational structure to control the funding and move the project forward.

#### **2. Background**

The LTP submission was made by Rosemary Montgomerie. Sid Kempton has now taken over from her as the community member leading the drive towards a facility which is more than skate park, to include a children's cycle area. An earlier attempt to develop a skatepark for Greytown in 2010 failed, largely due to community opposition to the proposed location at Soldiers' Memorial Park. Greytown Community Board has kept the idea of a skate/youth facility on the agenda, and Council land has subsequently become available in Pierce Street adjacent to the dog park. The intention is to consider the options for a multi-purpose facility for various wheeled sporting activities which may include learner cycling, BMX, pump, skateboarding and scootering.

### **3. Discussion**

#### **3.1 Structure**

A Steering Group for this "Wheels Park" is proposed, to report to the Greytown Community Board. The \$10,000 funding for feasibility and initial design would be controlled by the Greytown Community Board. The Steering Group would be comprised of at least three elected representatives, two representatives of the Greytown community, one representative of local youth and the SWDC Amenities Manager. Crs Napier and Montgomerie, and Member Christine Stevenson have expressed strong interest in being the elected representatives, and Sid Kempton is proposed as one of the community representatives. The Steering Group would report to the Greytown Community Board through one of the elected representatives. The Steering Group could also comprise the core of a larger working group of community members who wish to be involved in the process. A draft terms of reference for the Steering Group is attached outlining the proposed roles and responsibilities of the Steering Group.

### **4. Conclusion**

The proposed organisational structure of a Steering Group reporting to the Greytown Community Board provides a mechanism to control the funds and to get the project moving forward in an organised way.

### **5. Appendices**

Appendix 1 – Draft Terms of Reference for Greytown "Wheels Park" Steering Group

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Paul Crimp, Chief Executive Officer

**Appendix 1 – Draft Terms of  
Reference for Greytown  
“Wheels Park” Steering  
Group**

# **DRAFT TERMS OF REFERENCE FOR GREYTOWN "WHEELS PARK" STEERING GROUP**

## **1. Purpose**

To outline the membership, roles, responsibilities and expectations for the Greytown Wheels Park Steering Group ("the Steering Group").

## **2. Membership**

The Steering Group is to comprise :

- Three elected representatives for the Greytown Ward (Councillors or Community Members), one of whom is to be the Chairperson
- Two representatives from the Greytown community (to be selected by the Community Board)
- One representative of local youth (to be selected by the Community Board)
- SWDC Amenities Manager

## **3. Role**

The role of the Steering Group is to :

- To lead community engagement and consultation on feasibility and initial design for the proposed facility
- To provide advice to Greytown Community Board on the proposed facility, including the initial design
- To provide overview and comment on matters pertaining the proposed facility
- To co-opt additional community members, experts and advisors in to a wider working group to carry out community engagement, consultation and initial design

## **4. Responsibilities**

The Steering Group is responsible to the Greytown Community Board for carrying out its role. The Steering Group will report to the Community Board through one of the elected representatives.

The Greytown Community Board is responsible for approving expenditure of the funding allocated to the project, and for maintaining an overview to ensure that the community's best interests are served are served by the work of the Steering Group.

## **5. Expectations**

The Steering Group will lead community engagement and consultation on feasibility and initial design for the proposed facility. If the outcome of the feasibility study and initial design is approval to move to final design and construction, the Terms of Reference for the Steering Group will be extended appropriately.

The Steering Group will determine the frequency of its meetings, and will ensure that a record of the meetings is kept. It will run the meetings in an orderly fashion as for Council and Community Boards (NZ Standard Model Standing Orders for Meetings of Local Authorities and Community Boards NZS 9202:2003). The quorum for a meeting shall be five, two of whom must be elected representatives.