



COMMUNITY DEVELOPMENT COMMITTEE MINUTES

MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON MONDAY 8 MARCH 2021 COMMENCING AT 5.30 PM

The Committee Meeting was live streamed to the Westland District Council YouTube Channel and presentations were made available on the Council Website.

1. MEMBERS PRESENT AND APOLOGIES

Chairperson	Cr Martin	
Members	His Worship the Mayor (ex officio)	
	Cr Keogan	Cr Neale

NGĀ WHAKAPAAHA APOLOGIES

Apologies had been received from Deputy Mayor Carruthers, Cr Davidson, Kw Madgwick, Kw Tumahai.

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the apologies from Deputy Mayor Carruthers, Cr Davidson, Kw Madgwick and Kw Tumahai be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; F. Scadden, Planning Manager; D. Maitland; Executive Assistant and Minute Secretary; S. Brown, Community Development Advisor.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and was available on the Council Chambers table. The following amendments to the register were noted:

- **Cr Martin**
Westland High School Board – Member.
- **Cr Neale**
Westland A&P – Secretary, Add “Equestrian”.
Removal of WestREAP Employee declaration.

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 Committee Agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

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

- **Community Development Committee Meeting Minutes – 5 October 2020**

Moved Cr Keogan, seconded Cr Neale and **Resolved** that the Minutes of the Community Development Committee Meeting held on the 5 October 2020 be confirmed as a true and correct record of the meeting.

The Chair approved that their digital signature be added to the confirmed Community Development Committee Meeting Minutes of 5 October 2020.

5. ACTION LIST

The Chief Executive spoke to the Action List and provided the following updates:

- **Hokitika Museum Governance Group**
A preliminary workshop will be held with the Museum Director in April 2021 to determine the purpose and function of the Governance Group; as well as the proposed Culture and Heritage Subcommittee.
- **Signage plan and budget**
A meeting to be held with Destination Hokitika led by the Council's Planning Manager.
- **Signage condition across the District**
A letter has been written to NZTA regarding signage issues across the District. Feedback on this item is awaited.
- **Committee Structure Review and Workshop**
The Executive Team will workshop the committee structure in March, followed by a Council Workshop in late April 2021. The workshop will include the West Coast Wilderness Trail and Hokitika Museum Subcommittees as part of the review.
- **Kumara Residents Trust meeting**
The Kumara Community Group will be meeting the week of the 15 March 2021 regarding the Kumara Endowment Fund and also the future of the Kumara Chinese Gardens.

Cr Martin raised the following additional item with the Committee:

Promotional signage for Hokitika Gorge, the way finders in the Central Business District and the directional signage.

- **Destination Hokitika – Signage plan and budget**
The Chief Executive advised that the signage plan and budget has not yet been received from Destination Hokitika.

The Planning Manager advised that signage in the Hokitika Township was around the business community advising that they did not have funds to proceed at this time. The other step in the process was to look around town with the Transportation Manager and identify appropriate locations for signage.

Cr Martin advised that he will meet with all the stakeholders, the Transportation Manager and also the Planning Manager regarding directional signage in the Hokitika Central Business District, and advised that this item will be discussed at the Council Workshop on the 9 March 2021.

Moved His Worship the Mayor, seconded Cr Neale and **Resolved** that the updated Action List be received as follows:

Removal of the following items:

- New Zealand Transport Agency.
- Regent Theatre Site Visit.
- Hokitika Regent Theatre Maintenance and Plant Replacement Plan.
- Entrance signs to Kumara.

Addition of the following item:

- Promotional signage for Hokitika Gorge, the way finders in the Central Business District and the directional signage.

6. **NGĀ TĀPAETANGA PRESENTATIONS**

- **Westland Mountain Bike Club**

The Chairperson introduced members of the Westland Mountain Bike Club to provide an update on what the Club does and what ideas the Committee has to improve cycling in and around the Hokitika area. There are currently 50 financial members of the Westland Mountain Bike Club and the main focus in recent years of the Club is to develop the trails in the Blue Spur network.

Liam Anderson, President of the Westland Mountain Bike Club gave a Powerpoint presentation on existing and new mountain bike tracks that could link in Hokitika.

Topics covered during the presentation were:

- Blue Spur Forest Core Track Network
- The Rise of the Track Bots, and how children helped build and named the track.
- Wider Hokitika Area Big Picture Vision which could incorporate the following areas:
 - Styx-Arahura Circuit
 - Proposed Sunset Point Flow Park
 - Heritage Loop Realignment
 - Hokitika Basin at Falls Creek Road, Hokitika Gorge through to the Styx and Hokitika, linking to the West Coast Wilderness Trail.
 - Mahinapua Circuit
 - Hokitika Gorge Circuit
 - Kaniere Circuit
 - Goldsborough Link
 - Blue Spur Forest
 - Lake Kaniere Track

Dave Ritchie, Operations Manager for Cycle Journeys, and also part of the Destination Hokitika Group, and as part of the Westland Mountain Bike Club spoke regarding Hokitika as a destination which would allow visitors another reason to stay in Hokitika. Mr Ritchie referred to the Heaphy, Old Ghost Road, Kawatiri, Paparoa, and West Coast Wilderness Trails. The northern part of the South Island is developing a suite of rides for big mountain bike rides and suggested that Hokitika could be part of that.

Mr Ritchie spoke regarding the proposed development of loop tracks which link to the West Coast Wilderness Trail and Kumara, and included areas such as Mahinapua, around Lake Kaniere, Hokitika Gorge Circuit, Styx Arahura Epic, and the Goldsborough Loop/Kumara Link. The loop tracks related to community benefit and ease of realisation.

Destination Hokitika had identified a project plan for trails in and around the Hokitika area, including identifying potential funders of the projects.

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the presentation from Liam Anderson, President, Westland Mountain Bike; and Dave Ritchie, Operations Manager for Cycle Journeys, the Destination Hokitika Group, and as part of the Westland Mountain Bike Club be received and the Community Development Committee notes the potential project plan as tabled.

- **Kokatahi/Kowhitirangi Community Society Inc.**

The Chair introduced Cr Hart, as Chair of the Kokatahi/Kowhitirangi Community Society Inc. Cr Hart provided a verbal update for the Committee on the funding endeavours to ensure that both the Kokatahi and Kowhitirangi Community Halls are able to be set up as Emergency Response Centres.

The community were seeking that both halls be set up as emergency response centres due to them being divided by the one-lane Kokatahi Bridge that could be damaged in a disaster, leaving the Kowhitirangi community isolated. The popularity of the Hokitika Gorge meant that there may also be a need to cater for many tourists in an emergency.

Kokatahi

Generator install and a shed and water storage facility and radio communications.

Kowhitirangi

A similar application to the Kokatahi has been submitted as the Kowhitirangi Hall needs some major work done on it and there is a need to look at other funding options to get this work done.

Cr Hart advised that a decision on the community facilities funding applications would be made by the 6 June 2021.

Moved His Worship the Mayor, seconded Cr Neale and **Resolved** that the verbal presentation from Cr Hart, as Chair of the Kokatahi/Kowhitirangi Community Society be received.

- **Hokitika Regent Theatre – 6 Monthly Report to Council**

The Chair introduced Bruce Watson, as Chair of the Hokitika Regent Theatre to provide a verbal update informing the Committee on what the last 6 months and what the next 6 months would be like with Council assistance for capital and maintenance plans of the Regent Theatre.

Mr Watson covered the following topics:

- Provide Minutes of their committee members to Committee members.
- Presented an application to draw down the grant.
- Worked up a long-term maintenance plan which consists of an immediate maintenance plan and also reviewed the business plan previously which was for major maintenance.
- Tour of the Regent Theatre has been undertaken and all Councillors are welcome to visit the Theatre.
- Effects that COVID-19 had on the Regent Theatre.
- New contractor has started in the café at the Regent.
- The importance of the wage subsidy to the Theatre.
- Various repairs and maintenance jobs were undertaken.
- Seeking the continuation of Council's existing grant funding; as well as an additional \$25,000 grant funding for long-term maintenance of plant to be added to the Council's Long-Term Plan.
- A Promotions and Events Coordinator has recently been appointed at the Theatre.

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the verbal update from Bruce Watson, Chair on behalf of the Hokitika Regent Theatre be received.

- **Te Wheke Digital Hub, Fox Glacier**

Melanie Anderson, Chief Executive of Destination Westland provided a Powerpoint presentation on the Te Wheke Digital Hub at Fox Glacier.

Topics covered during the presentation were:

- 8 Core Values
- Improving Digital Capability
- Outreach Project, a digital drop-in and business-training centre and a hub for emergency events management and resilience of communications.
- Inclusive Collaboration including website development and design, remote digital help desk and call-out for prototype projects.
- Mobility including access to capability-building programmes for the whole region.
- Increasing opportunities for South Westland.
- Next Steps
 - Deliver programs including:
 - Accounting software, Agri business software, Coding Club
 - Provide drop-in internet/office space
 - Work with Third Party to assist with additional funding
 - add zoom meeting capabilities in more communities and add a level of resilience
 - Ultimate Goal - multiple hubs from Hokitika to Haast

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the presentation from Melanie Anderson, Chief Executive from Destination Westland be received.

7. **PŪRONGO KAIMAHI STAFF REPORTS**

- **Community Update – Verbal Report**

The Community Development Advisor provided a verbal update on the following:

Township Development funding

The 10 townships who receive Township Development funding have completed accountability forms for 2019-2020, signed agreements for the current year and pick up funding. They are all incorporated societies and are working through the committee process with their communities to allocate funding.

Waitangi Day - 6 February 2021

Funding of \$3,000 was secured from the Commemorating Waitangi Day Fund. Commemorating Waitangi Day continues to be educating our community on the Pōwhiri process and Te Tiriti o Waitangi. Kaiwhakahaere Lisa Tumahai presented an address on Rangatiratanga. Kw Madgwick also spoke on the origins and meanings of place names of Te Tai o Poutini.

A General Report and Expenditure Report have been furnished to the Commemorating Waitangi Day Fund 2021. An over-run of \$50.00 to budget was met by Council.

2022 Te Rūnanga o Makaawhio will host the commemoration of Waitangi Day at Mahitahi (Bruce Bay). Council staff will work with representatives of Te Rūnanga o Makaawhio and the Bruce Bay

community to support accommodating camp and caravan sites for those wishing to attend the commemoration and traveling down the coast the night before.

Mayors Taskforce for Jobs (MTFJ) – Community Recovery Programme

January 2021, was in the main, pastoral care follow ups across 37 businesses and over 60 positions MTFJ has funded. The \$500.00 allocation has largely been exhausted.

Westland MTFJ Inspire to Aspire Career Day

Thursday 18 February 2021 was a full day event at the Pakiwaitara Building involving seven national and 23 local exhibitors. Representatives attended from Mayors Taskforce for Jobs, MSD His Workshop the Mayor, LGNZ used Equip filming and did several interviews with Rangitahi, apprentices, employers, Approximately 500 students and young people attended the day and approximately 200 adults also visited the Career Day.

Community Feedback on the event was positive and the data collected from attendees and exhibitors will be collated.

Safer Westland – Clued Up Kids Safety Event

Clued Up Kids is a new project for Safer Westland. The programme consists of real life role plays which are arranged in the form of an interactive course organised and delivered by specific community safety agencies.

This event targets children year 5 & 6 who are of an age where they are becoming more independent and are having to cope increasingly on their own.

Clued Up Kids was held Friday 26 February 2021 at the Boys Brigade Hall with approximately 100 children attending, with eight different facilitators from FENZ, NZ Police, Agsafe Training (Quad Bike Safety), Animal Safety, Civil Defence, NZ Rail, St John in Schools, and Community Public Health.

Culture Feast – Westland Migrant Stories

Funding was secured for 2020 Westland Culture Feast (\$5,700) and an application has been prepared to have this extended to 30 June 2021 due to Covid-19 levels.

Emergency Management

The Community Development Advisor has worked with the Westland Emergency Management Officer meeting several community groups to refresh their community responses. Work has been undertaken with the Haast community to clarify and develop funding streams from the Marks Road Civil Defence allocation to improve the capacity of the community response group.

The “Science Beneath our Feet” AF8 presentation will be shown at the Whataroa Hall on the 5 May and the Kokatahi Hall on the 7 May 2021.

Creative Communities Scheme

Westland District Council has received an additional \$4,643.11 as part of Creative NZ Covid response, added to the usual allocation of \$10,167.40. The additional funding is to enable the Committee to look at fully funding a larger project. Westland Creative Community Applications close on Friday 26 March 2021.

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the verbal update from the Community Development Advisor be received.

**DATE OF NEXT COMMUNITY DEVELOPMENT COMMITTEE MEETING – 14 JUNE 2021
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 7.42 PM

Confirmed by:

**Cr Latham Martin
Chair**

Date: 14.06.21