



COMMUNITY DEVELOPMENT COMMITTEE MINUTES

MINUTES OF THE INAUGURAL MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING, WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON MONDAY 3 FEBRUARY 2020 COMMENCING AT 5.30 PM

1. MEMBERS PRESENT

Chairperson	Cr Martin	
Committee Members	His Worship the Mayor	
	Cr Keogan	Kw Madgwick
Also in Attendance:	Nil	
Ngā Whakapaaha Apologies	Cr Davidson	Kw Tumahai

Moved His Worship the Mayor, seconded Cr Keogan and **Resolved** that the apologies from Cr Davidson and Kw Tumahai be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; F. Scadden, Planning and Customer Services Manager; D.M. Maitland, Executive Assistant and Committee Secretary; E. Rae, Strategy and Communications Advisor; T. Cook, Regulatory Services Manager; S. Brown, Community Development Advisor; L. Sparks, Group Manager: District Assets.

The Chief Executive introduced the new Group Manager: District Assets to the Committee.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register was circulated around the table, and no amendments were noted.

3. TERMS OF REFERENCE FOR THE COMMITTEE

The Chief Executive and the Community Development Advisor spoke to this item and advised that the purpose of the report is to present the Terms of Reference for the Community Development Committee.

Moved Cr Keogan, seconded His Worship the Mayor and **Resolved** that the Terms of Reference for the Community Development Committee be adopted.

4. INTRODUCTION TOPICS

• Reserves Parks and Environment Sub-Committee

The following community members were invited to sit at the Council table:

- Ian Gilbertson and Beryl Agnew, Westland Industrial Heritage Park
- Donna Baird and Kate Baird, Community Volunteers

Mr Gilbertson spoke regarding his previous involvement in the Hokitika Reserves and Environs Group and was in support of a current management plan being developed for each of the Reserves in the Westland District.

The Committee discussed the formation of a proposed Reserves, Parks and Environment Subcommittee.

Moved Cr Keogan, seconded His Worship the Mayor and **Resolved** that a Reserves, Parks and Environment Subcommittee be formed, with staff to draft a Terms of Reference for the Subcommittee, to be chaired by a Councillor.

A draft Terms of Reference for the Sub-Committee will be circulated to the Committee for confirmation. The Subcommittee will consist of 6 community members, including a representative from South Westland, and at least 1 Councillor representative.

- **Safer Communities**

The Community Development Advisor advised that WestREAP would like present to a future Community Development Committee Meeting.

Moved Cr Martin, seconded Cr Keogan and **Resolved** that the Committee recognise the Westland Safe Community Coalition – Safer Westland, as a Subcommittee of the Community Development Committee.

- **Culture and Heritage – Identification of Key Focus Points**

- Carnegie Building Re-opening

The Chief Executive provided an update on the Carnegie Building Project. Staff are currently working through the tender process which will be completed by the 25 February 2020.

Background work has been completed with regard to artefacts and development of exhibitions for the Hokitika Museum.

- Tohu Whenua Pou Launch

The Tohu Whenua's latest West Coast Te Tai Poutini landmark, telling the story of the Hokitika Port and Commercial Area will be launched on Friday 14 February 2020. Kw Madgwick advised that this is a national programme that has been rolled out in Northland and Otago, and now on the West Coast.

His Worship the Mayor left the meeting at 6.30 pm and returned at 6.34 pm.

Cr Keogan asked that Council publicise the Tohu Whenua Pou and that all the Committee Members be invited to attend the launch.

- Westland Industrial Heritage Park

Ian Gilbertson provided the Committee with an update on the current projects underway at the Westland Industrial Heritage Park.

- Previous work and Provincial Growth Fund (PGF) Applications

The Chief Executive provided an update on the Hokitika Museum, West Coast Heritage Strategy, and Culture and Heritage Applications for funding from the PGF Fund.

Moved Kw Madgwick, seconded His Worship the Mayor and **Resolved** that the Community Development Committee establish a Hokitika Museum Governance Group; and also establish a Culture and Heritage Subcommittee.

- Heritage Hokitika Projects

The Community Development Advisor noted that Heritage Hokitika is supporting the Tohu Whenua launch.

- Rimu-Woodstock Lookout

Kw Madgwick advised that in 2005, the Rimu-Woodstock Lookout was opened and it was handed to Council to look after, including maintenance. The area has now become a target for vandals and requires maintenance. Kw Madgwick asked if Heritage Hokitika could take on the project in terms of its future up-keep.

• **Hokitika Cemetery**

Cr Keogan noted that feedback had been received from members of the community expressing concern regarding the lack of maintenance at the Hokitika Cemetery.

• **Signage at Franz Josef**

His Worship the Mayor advised that feedback had been received from the community regarding the lack of maintenance of signage at Franz Josef.

Maintenance items in the District are to be referred to the newly established Reserves, Parks and Environment Subcommittee; along with a clear expectation of the standards that are required.

• **Community Projects and Township Development Fund**

The Community Development Advisor advised that:

- Whataroa Community would like some maintenance undertaken on the Pavilion at the Whataroa Domain.
- DWC Westland Sports Hub - opening 6 March 2020.
- Creative Communities update – this group will report to the Community Development Committee regarding allocations and projects.

The Community Development Advisor advised that nominations will be sought for the Westland Creative Community Group that will require confirmation by the Committee.

The Committee discussed funding for community groups and a central events calendar for Westland. Community groups are able to find out about funding opportunities from the Westland District Library, Development West Coast and the Department of Internal Affairs.

Moved Cr Keogan, seconded His Worship the Mayor and **Resolved** that the verbal report from the Community Development Advisor be received.

• **Hokitika Central Business District - Revitalisation Working Group**

The Chief Executive advised that there had been a Hokitika Central Business District (CBD) Revitalisation Working Group established. A parking plan had been established by the working group.

The following items were discussed in relation to the Central Business District:

- Beachfront upgrade.
- Sunset Point upgrade, including the installation of toilets.
- Way-finder signage.
- Traffic flow, including one-way options.
- Shortage of parking spaces.

The Planning and Customer Services Manager suggested that there be an overarching master plan developed for the Hokitika CBD. The Chief Executive advised that this could be developed by 1 July 2020, and in the meantime, maintenance work will be undertaken in the Hokitika CBD.

**DATE OF NEXT COMMITTEE MEETING – 6 APRIL 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA**

MEETING CLOSED AT 7.40 PM

Confirmed by:

**Cr Martin
Chair**

Date