



COMMUNITY DEVELOPMENT COMMITTEE MINUTES

MINUTES OF A MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE, WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON: MONDAY 3 AUGUST 2020, COMMENCING AT 5.30 PM

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

KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was given by Kw Madgwick.

1. MEMBERS PRESENT & APOLOGIES

Chairperson	Cr Martin	
Committee Members	Deputy Mayor Carruthers	Cr Davidson
	Cr Keogan	Cr Neale (from 5.46pm)
	Kw Madgwick	Kw Tumahai

NGĀ WHAKAPAAHA APOLOGIES

Cr Neale
Kw Tumahai

Moved Deputy Mayor Carruthers, seconded Cr Keogan and **Resolved** that the apologies from Cr Neale (for lateness) and Kw Tumahai be received and accepted.

STAFF PRESENT

S Bastion, Chief Executive; F. Scadden, Planning and Customer Services Manager; T. Cook, Regulatory Services Manager; S. Brown, Community Development Advisor; D.M. Maitland, Executive Assistant; E. Rae, Strategy and Communications Advisor; M. Smith, Committee Secretary.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams. No amendments to the register had been noted.

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

There were no urgent items not on the agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF COMMITTEE MEETING

- **8 June 2020**

The minutes of the Community Development Committee Meeting had been circulated separately via Microsoft Teams.

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that the Minutes of the Community Development Committee Meeting, held on the **8 June 2020** be confirmed as a true and correct record of the meeting.

5. ACTION LIST

The Chief Executive spoke to the Action List as follows:

- **Reserves, Parks and Environment Subcommittee**

The Community Development Advisor confirmed that this action is completed.

- **Terms of Reference - Reserves, Parks and Environment Subcommittee**

The Community Development Committee approved the Terms of Reference for the Parks, Reserves and Environment Committee.

- **WestREAP**

WestREAP were unable to attend this committee meeting due to availability and have rescheduled to the 5th October 2020 Meeting.

- **Westland Safe Community Coalition – Safer Westland District Council**

The Community Development Advisor confirmed that the letter to recognise the subcommittee has been sent and this action is completed.

- **Hokitika Museum Governance Group**

Workshop required to address the issues with the groups involved or would like to be involved. Heritage groups to be included.

- **Culture and Heritage Subcommittee**

To be established. Chief Executive advised this is an ongoing process. Working with relevant parties to identify terms of reference.

- **Rimu-Woodstock Lookout**

The Chief Executive confirmed that Rimu-Woodstock Lookout, Lightening Track at Rimu and easements are under council's infrastructure. Westroads has the contract for maintenance.

The interpretation panels are unable to be located and the miner's hut requires maintenance due to vandalism. Council is in the process of locating the interpretation panels. Maintenance of the lookout is to be reviewed.

- **Hokitika Cemetery**

Previous reference had been made to the lack of maintenance at the Hokitika Cemetery. An audit of cemeteries was undertaken with current contracted jobs matching expectations.

- **Signage at Franz Josef**

Planning issues been worked through. This item in ongoing.

- **Westland Creative Community Group**

This item has been completed.

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

The Planning Manager; advised that the planning around the township development is currently within the LTP as it feeds into the One District Planning work. Work is underway with NZTA re roadwork concerns. Cleaning of the Central Business District is being organised.

Moved Cr Davidson, seconded Cr Neale and **Resolved** that the updated Action List be received on the amendments/additions below:

- Reserves, Parks and Environment Subcommittee - Remove as completed.
- Reserves, Parks and Environment Subcommittee - Terms of Reference Policy to be circulated to the committee for their information.
- Westland Safe Community Coalition, Safer Westland District Council – Remove as completed.
- Hokitika Museum Governance Group – Schedule a workshop to address the issues with the groups involved or would like to be involved.
- Westland Creative Community Group - Remove as completed.
- Hokitika Cemetery - The Committee requested the policy on Statues, Monuments, Memorials and Public Art be circulated for their information.

6. **NGĀ TĀPAETANGA PRESENTATIONS**

- **Westland Industrial Heritage Park Projects**

Ian Gilbertson attended the meeting and spoke to the photo presentation of projects currently happening around the park.

Cr Neale attended the meeting at 5.46pm

Projects/Topics covered were:

- An overview was provided on the history of how the park began, has come a long way since its beginnings by Founding Father, Jon Olson. Working with Department of Conservation around the history of the area.
- Growth and direction of the park towards a more family friendly destination.
- Work is underway with various interest groups to access content for displays.
- Work is ongoing around the landscaping and beautification of the park.
- The Railway is planned to be up and running by November for the summer months.
- Further grants will be applied for to employ additional staff during the summer busy season.
- Further investigation will be made on marketing the park.

Moved Cr Neale, seconded Cr Davidson and **Resolved** that the Committee receive the Promotion of Hokitika Presentation from Ian Gilbertson on behalf of the Westland Industrial Heritage Park.

- **Promotion of Hokitika**

Samuel Blight, Chair Destination Hokitika attended the meeting and provided a presentation on the marketing and promotion of Hokitika.

The presentation topics were:

- Visitor's perception of Hokitika when entering town.
- Presented data on the average visitor stay
- Current challenges to promotion
- Promoting Hokitika as a Destination Town
- Research being done for the area for future promotion
- Current and historical promotion successes

Items to consider:

- New signage for the town, surrounding areas, attractions, and what that would look like. Effect vs Volume
- Promoting CBD walkable information.
- Working with local businesses around collaboration.

ACTION – Staff and representatives from Destination Hokitika to meet to work through a defined signage plan and set a budget.

A discussion was held around if Destination Westland was the right name for the intended audience and should it be Destination Hokitika.

Moved Cr Keogan, seconded Cr Neale and **Resolved** that the Committee receive the Promotion of Hokitika Presentation from Samuel Blight on behalf of Destination Hokitika.

**7. PŪRONGO KAIMAHI
STAFF REPORTS**

Nil

**DATE OF NEXT COMMUNITY DEVELOPMENT COMMITTEE MEETING
5 OCTOBER 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 7.20 PM

Confirmed by:



**Cr Latham Martin
Chair**

Date: 05.10.20