



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 8 JUNE 2020 COMMENCING AT 5.30 PM

1. MEMBERS PRESENT

Chairperson	Cr Martin	
Committee Members	His Worship the Mayor	
	Deputy Mayor Carruthers (via Zoom)	Cr Davidson
	Cr Keogan (via Zoom)	Cr Neale (from 5.47 pm)
	Kw Madgwick	Kw Tumahai

NGĀ WHAKAPAAHA APOLOGIES

Cr Neale.

Moved His Worship the Mayor, seconded Cr Davidson and **Resolved** that the apology from Cr Neale for lateness be received and accepted.

STAFF PRESENT

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

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

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

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

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

(7) An item that is not on the agenda for a meeting may be dealt with at the meeting if

(7A) Where an item is not on the agenda for a meeting, -

(a) that item may be discussed at the meeting if -

(i) that item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time

when it is open to the public, that the item will be discussed at the meeting;
but

(b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

Moved Cr Davidson, seconded His Worship the Mayor and **Resolved** that the following item be added to the Agenda:

- **UC Student Volunteer Army Camp**

The reason why the item is not on the agenda:

This item was not available before the agenda was released.

The reason why the discussion of the item cannot be delayed until a subsequent meeting:

The timeframe in which the UC Student Volunteer Army are available would be before the next Community Development Committee Meeting which is in August 2020.

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

The Inaugural Minutes of the Community Development Committee Meeting held on the 3 February 2020 had been circulated separately via Microsoft Teams.

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that the Minutes of the Inaugural Community Development Committee Meeting, held on the 3 February 2020 be confirmed as a true and correct record of the meeting.

4. ACTION LIST

The Chief Executive spoke to the Action List as follows:

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

- The two items above are on the Committee Agenda.

WestREAP

- Invite to a future Committee meeting.

Westland Safe Community Coalition – Safer Westland District Council

- Letter drafted.

Hokitika Museum Governance Group

- Item on hold.

Culture and Heritage Subcommittee

- Ongoing.

Rimu-Woodstock Lookout

- Ownership of the lookout area at Rimu-Woodstock to be investigated, including the Lightening Track at Rimu and easements.

Hokitika Cemetery

- Previous reference had been made to the lack of maintenance at the Hokitika Cemetery. Council staff have undertaken an audit of cemeteries.

Signage at Franz Josef

- This item is ongoing.

Westland Creative Community Group

- A report to the Committee is included in this agenda.

Events Calendar

- This item is on hold, pending the appointment of a Committee Secretary.

Hokitika Central Business District – Revitalisation Working Group

- Work is ongoing.

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that the updated Action List be received.

5. NGĀ TĀPAETANGA PRESENTATIONS

• Westland Cultural Heritage Tourism Project

Jackie Gurden attended the meeting and spoke to the Powerpoint presentation that had been circulated via Microsoft Teams.

Cr Neale attended the meeting at 5.47 pm.

Topics covered were:

- Background to the project.
- Cultural Heritage Themes Development
- Town Environment Enhancements
 - Hokitika Revitalisation and Ross Enhancements
- Commercial Business Development
- Community owned businesses and activities.
- Marketing.
- Utilisation of funding from the Economic Stimulus Fund.

Moved Cr Neale, seconded Cr Davidson and **Resolved** that the Committee receive the Powerpoint presentation from Jackie Gurden regarding the Westland Cultural Heritage Tourism Project.

- **Heritage Hokitika Projects**

David Verrall attended the meeting and provided a verbal update on the Heritage Hokitika projects as follows:

- 30 year old organisation which started with work on the Hokitika River frontage and the Carnegie Building.
- Raised \$10,000 for the Kumara Times to be digitised.
- Weighbridge in Gibson Quay.
- Management of the Custom House.
- Statues and Monuments, including being involved in the maintenance.
- Totaliser building.
- Charlie Douglas (Surveyor) commemorating and funding is held in Trust.
- Hokitika Museum fund for small activities.
- Lighthouse at Seaview.
- Looking at the possibility of a "Seddon" statue trail.
- Stafford Cemetery with Hokitika Lions Club.
- Watching brief on history of the town and environs as far south as Ross. Ross Township.

Moved His Worship the Mayor, seconded Cr Davidson and **Resolved** that the Committee receive the verbal update from David Verrall regarding Heritage Hokitika Projects.

- **Te Tai o Poutini Art Awards Proposal**

Sue Asplin attended the meeting and meeting and spoke to the Powerpoint presentation that had been circulated via Microsoft Teams.

Topics covered were:

- Recognising excellence in arts in the West Coast.
- Annual competition to support and showcase West Coast artists by submitting images of contemporary artworks done in the last two years.
- Visual art awards.
- Short-term projects that would need to be completed by the 30 September 2020.
- Talking to local Iwi seeking their support for the proposal.

Moved Cr Davidson, seconded Her Worship the Mayor and **Resolved** that the Committee receive the verbal update from Sue Asplin regarding the Te Tai o Poutini Art Awards.

- **Destination Hokitika**

Samuel Blight was unable to attend the Committee meeting to provide an update on Destination Hokitika.

6. PŪRONGO KAIMAHI STAFF REPORTS

- **Adopting Terms of Reference for the Parks, Reserves and Environment Subcommittee**

The Community Development Advisor spoke to this item. The purpose of the report is to present the Terms of Reference for the Parks, Reserves and Environment Subcommittee.

Moved Cr Neale, seconded Cr Davidson and **Resolved** that the Parks, Reserves and Environment Subcommittee Terms of Reference be adopted.

- **Parks, Reserves and Environment - Confirmation of Committee Members**

The Community Development Advisor spoke to this item. The purpose of the report is to have Council confirm the nominated members of the Parks, Reserves and Environment Subcommittee.

Moved Cr Neale, seconded Cr Keogan and **Resolved** that the Committee confirm the appointment of the following members to the Parks, Reserves and Environment Subcommittee:

- Donna Baird
- Pip Meuli
- Jo Parsons
- Reilly Burden
- Bidy Manera
- Sue Davis
- Kate Baird
- Rob Daniel

Moved His Worship the Mayor, seconded Cr Neale and **Resolved** that Cr Martin, as Chair of the Community Development Committee be appointed as an ex-officio member of the Parks, Reserves and Environment Subcommittee.

The Iwi representatives on the Parks, Reserves and Environment Subcommittee to be confirmed by the local Rūnanga via Kw Madgwick and Kw Tumahai.

- **Westland Creative Community - Confirmation of Committee Members**

The Community Development Advisor spoke to this item. The purpose of the report is for the Committee to confirm the nominated members of the Westland Creative Community Committee for the current Triennium.

Moved Cr Davidson, seconded Deputy Mayor Carruthers and **Resolved** that the Committee confirm the appointment of the nominated members to the Westland Creative Community Committee:

- Angie Foster
- Davina Ruru

- Fayne Robinson
- Marie Hearty
- Glenys Byrne
- Sue Asplin
- Sally Richardson
- Hamiria Hutana
- Paul Kerridge

Cr Martin and Cr Neale had already been appointed by Council to the Westland Creative Community Committee.

- **UC Student Volunteer Army Camp**

The Committee discussed the impending visit of the University of Canterbury Student Volunteer Army Camp which had been added to the agenda as a late item. The Student Volunteer Army would like to send a group over to Westland District in July 2020. A process needs to be determined to establish a group to oversee and develop a list of projects for the Student Volunteer Army.

The following representatives/groups were identified as being:

- Cr Neale
- Te Rūnanga o Makaawhio
- Te Rūnanga o Ngati Waewae
- Service Groups representatives as follows:
 - Heritage Hokitika
 - Soroptimists
 - Westland Industrial Heritage Park
 - Hokitika Lions Club
 - Rotary
 - Riding for the Disabled
 - Local Schools

An action from the meeting is for the Working Group to be defined and coordinated to meet in the near future to identify projects, including the Woodstock-Rimu lookout and to landscape around the new kiosk at Kaniere.

**DATE OF NEXT COMMUNITY DEVELOPMENT COMMITTEE MEETING
3 AUGUST 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA**

MEETING CLOSED AT 7.25 PM

Confirmed by:



Cr Latham Martin
Chair

Date: 03.08.20