



ECONOMIC DEVELOPMENT COMMITTEE MINUTES

MINUTES OF A MEETING OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON TUESDAY 14 JULY 2020 COMMENCING AT 3.00 PM

1. MEMBERS PRESENT

Chairperson	His Worship the Mayor	
Committee Members	Cr Hart	Cr Keogan (via Zoom)
	Cr Martin	Kw Madgwick
Ngā Whakapaaha Apologies	Kw Tumahai	
Absent	Cr Davidson	

Moved Cr Martin, seconded Cr Hart and **Resolved** that the apologies from Kw Tumahai be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services; D.M. Maitland, Executive Assistant and Committee Secretary; E. Rae, Strategy and Communications Advisor; L. Sparks, Group Manager: District Assets.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and available on the Council table. There were no changes to the Interest Register 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 Committee Agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETING – 19 MAY 2020

The Minutes of the Economic Development Committee Meeting of 19 May 2020 had been circulated separately via Microsoft Teams.

Moved Cr Martin, seconded Cr Hart and **Resolved** that the Minutes of the Economic Development Committee Meeting, held on 19 May 2020 be confirmed as a true and correct record of the meeting.

5. ACTION LIST

The Chief Executive went through the Action List and the following items were discussed:

- NZTA – representatives attended the 25 June 2020 Council Meeting. Staff are meeting with NZTA to discuss a number of topics.
- Development West Coast – Mayor and Chief Executive to discuss further with CEG at their next meeting regarding resilience in the region.
- Hokitika Airport Terminal upgrade – the Chief Executive of Destination Westland is presenting to the Committee meeting.
- Hokitika Airport Masterplan – the Chief Executive of Destination Westland is presenting to the Committee meeting.
- Independent Committee Members – a Report to Council is on the Committee Agenda.

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

6. NGĀ TĀPAETANGA PRESENTATIONS

• Airport Master Plan – Destination Westland

The Committee received a presentation from Melanie Anderson, Chief Executive of Destination Westland.

Funding has been received for the extension of the Airport building, which will provide additional space for travellers and operators, with the opportunity to include visitor information and retail. This will also provide improved options for security screening.

ACTION ITEMS:

- The Hokitika Airport Master Plan to be circulated to the Mayor and Councillors.
- Mayor and Councillors to visit the Hokitika Airport to view the proposed extension to the Airport.

Moved Cr Hart, seconded Cr Keogan and **Resolved** that the presentation from the Chief Executive Officer, Destination Westland be received.

• Pensioner Housing Strategy Scope of Work – Destination Westland

The Committee received a presentation from Melanie Anderson, Chief Executive of Destination Westland.

Analysis is underway to determine what the community needs in the way of Council owned housing, what the best design may be, and to identify the best entity to manage this.

Kw Madgwick supported the concept of pensioner housing in South Westland, in Whataroa in particular, and commended the Board of Destination Westland to look at options for Whataroa and investigate possible external funding. The concept of pensioner housing in Kumara was also suggested as a possibility to be investigated.

Moved Cr Hart, seconded Cr Martin and **Resolved** that the presentation from the Chief Executive Officer, Destination Westland be received.

The following items were taken out of order to the Agenda papers:

- **Upskill Programme**

The Committee received a presentation from Tania Washer, Upskill Manager at Development West Coast on the Upskill Programme. The Upskill Project is funded from a portion of the Provincial Growth Fund which has been allocated funding to focus on regional skills and employment development.

The initiative is focused on supporting people to attain recognised industry qualifications and skills by creating new and sustainable employment opportunities, keeping both people and businesses in the West Coast region.

The aim to support at least 90 people into work/promotion/skill development within companies across the West Coast over the next 2 years.

Moved Cr Martin, seconded Cr Keogan and **Resolved** that the verbal update from the Director – Operations, Western South Island Region, Department of Conservation be received.

His Worship the Mayor left the meeting at 3.32 pm and did not return.

Cr Hart chaired the remainder of the meeting.

- **Jobs for Nature, Department of Conservation**

The Committee heard a verbal update from Mark Davies, Director - Operations, Department of Conservation.

The funding is part of the Covid-19 recovery package through central government. It will sustain businesses and communities to allow skilled people to stay in their current jobs on reduced hours, topped up with work under the Jobs for Nature Scheme. The pilot programme was run in South Westland and is now being rolled out on a wider scale.

Moved Cr Martin, seconded Cr Hart and **Resolved** that the verbal update from the Director – Operations, Western South Island Region, Department of Conservation be received.

Ghost Town Trail

Kw Madgwick gave a presentation to the Committee about the potential to create a "Ghost Town Trail". The trail could be promoted as a journey of discovery of West Coast history, of exploration around abandoned West Coast mining town sites rich in history.

Moved Cr Martin, seconded Cr Hart and **Resolved** that the verbal update from Kw Madgwick be received.

- **Provincial Growth Fund - Project Funding Update**

The Chief Executive provided a verbal update on the Provincial Growth Fund.

Council has received funding for 'shovel ready' projects. The contracts need to be completed within 20 days and the work is to start within two months of signing the contract. A project manager will be recruited to lead this work as Council will be continuing with the capital works programme alongside the shovel ready projects.

The community halls and war memorials submission is with the assessment team and Council should know the outcome by the 6 August 2020 on the list of projects submitted.

Moved Cr Martin, seconded Cr Keogan and **Resolved** that the verbal update from the Chief Executive be received.

7. **PŪRONGO KAIMAHI STAFF REPORTS**

- **Appointment of Independent Committee Members**

The Chief Executive spoke to this item and advised the purpose of the report is for the Committee to consider appointing independent committee members to the Economic Development Committee.

The expansion of the Economic Development Committee was discussed and it was agreed to explore options at a future date to expand the Committee. This item to be added to the Action List.

Moved Cr Keogan, seconded Cr Martin and **Resolved** that Council approve the appointment of Jo Birnie (Economic Development Manager, Development West Coast), Peter Cuff (Chair of Westroads) and Joanne Conroy (Chair of Westland Holdings Limited and Destination Westland) to the Economic Development Committee as independent committee members and instructs the Chief Executive to modify the Committee Terms of Reference to reflect the changes.

8. **KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED** (to consider and adopt confidential items)

Moved Cr Martin, seconded Cr Keogan and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3.44 pm.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1	Confidential Minutes – 19 May 2020	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).

Moved Cr Keogan, seconded Cr Madgwick and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly the meeting went back to the open part of the meeting at 4.50 pm.

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

MEETING CLOSED AT 4.50 PM

Confirmed by:



Mayor Bruce Smith
Chair

Date: 29.10.20