



# ECONOMIC DEVELOPMENT COMMITTEE MEETING MINUTES

## MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY, 29 OCTOBER 2020 COMMENCING AT 3.00PM

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

A Karakia was given by Cr Martin.

*The below items were taken out of order from the scheduled Agenda.*

### 2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

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

### 1. MEMBERS PRESENT AND APOLOGIES

Chairperson	His Worship the Mayor	
Members	Cr Davidson	
	Cr Hart	Cr Keogan
	Cr Martin	Jo Birnie, Development West Coast (arrived 3.07pm)
	Peter Cuff, Chair, Westroads	Joanne Conroy, Westland Holdings Limited (arrived 3.04pm)

### NGĀ WHAKAPAAHA APOLOGIES

Kw Madgwick  
Kw Tumahai

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

### STAFF PRESENT

T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services, E. Rae, Strategy and Communications Advisor; M. Bell, Committee Secretary; Diane Maitland, Executive Assistant.

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

Cr Martin requested that 2 items be added for general discussion at the end of the meeting, the 2 items are: The Go Kart Derby and the Waste discussion.

#### 4. **NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS**

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

- **Economic Development Committee Meeting Minutes – 14 July 2020**

Moved Cr Keogan, seconded Cr Hart and **Resolved** that the Minutes of the Economic Development Committee Meeting held on the 14 July 2020 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Economic Development Committee Meeting Minutes of 14 July 2020.

*J. Conroy entered the Council Chambers at 3.04pm.*

#### 5. **ACTION LIST**

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

##### **NZTA: Roading Network Update**

Item removed as this was completed in June.

##### **Development West Coast: Roading Resilience**

A C.E.G meeting was held this morning, no action made, item to be carried forward to the next C.E.G meeting in December 2020.

##### **Hokitika Airport Terminal Upgrade**

The application was submitted as part of the shovel ready projects and was approved, this item to be removed as completed.

##### **Hokitika Airport Masterplan**

The Masterplan was presented in the committee meeting in July 2020 and has been circulated to Councillors, as such this item can be removed.

##### **Independent Committee Members**

The report was approved for the formation of this committee on the 14<sup>th</sup> of July 2020, as such this item can be removed.

##### **Hokitika Airport Masterplan Circulation to Members**

The Hokitika Airport Masterplan has been circulated via Microsoft teams for Councils to view at their leisure, as such this item can be removed.

##### **Hokitika Airport Site Visit**

A visit will be planned for early 2021 once works are completed.

Moved Cr Davidson, seconded Cr Keogan and **Resolved** that the updated Action List be received with the following action items removed as completed:

- NZTA: Rooding Network update
- Hokitika Airport Terminal Upgrade
- Hokitika Airport Masterplan
- Independent Committee Members
- Hokitika Airport Masterplan Circulation to Members

## 6. NGĀ TĀPAETANGA PRESENTATIONS

- **Pensioner Housing Analysis and Strategy Draft Report**

*J. Birnie entered the Council Chambers at 3.07pm.*

Joanne Conroy, speaking as an independent contractor spoke to this presentation and advised that this was a draft strategy to provide direction for medium and long term for the pensioner housing portfolio.

- The housing specifications should be, 1-2 bedroom, close to CBD, and warm. A survey was done to get these results.
- Council and CCOs are the only suppliers of elderly housing in the Westland District.
- Additional housing units are required.
- There is a high demand, and according to statics the older population will grow on the West Coast.
- Provision of Elderly housing should be self-funding Low interest borrowing from Local Government funding.
- Critical that maintenance funding is looked at.
- There is no current eligibility apart from being over 65. Most other Councils around the country have eligibility criteria.
- Collective agreement from Councillors on income level being too low, asset amount too low.
- Increasing rents to market prices to 80%. Central government do provide accommodation supplements as required.
- New developments start at market prices, current renters prices would have a slow increase to bring them up to market prices, given education on the supplements they can receive from Central Government.
- Transferring the pension housing portfolio along with the depreciation funding to Destination Westland to manage.

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that :

- A) The draft report from Joanne Conroy be received.
- B) The Economic Development Committee support the transfer of the pensioner housing and the depreciation fund to Destination Westland.
- C) As part of a report to Council, Joanne Conroy to investigate current opportunities of housing versus new builds for pensioner housing.
- D) Consultation on the transfer to Destination Westland to take place in the LTP.
- E) Some maintenance to take place to bring the current stock to a certain standard before transferring to Destination Westland.

*The below items were taken out of order from the scheduled Agenda.*

## 7. PŪRONGO KAIMAHI STAFF REPORTS

- **Mayoral Taskforce for Jobs – Verbal Update**

The Workforce Coordinator spoke to this item and advised the following:

- The taskforce is to assist small to medium business and those unemployed. This year the taskforce has been extended to assist with the need of employment as a direct result from Covid-19 fallout. As well as helping hard to fill positions.
- The taskforce is also helping apprentices where other social development funding do not.
- So far the Westland District Council MTFJ has help gain 43 employment opportunities, most from South Westland area.
- As at 29 October 2020 an overall committed expenditure across the Westland Taskforce is \$277,011.54. This includes wages for a coordinator and youth employability programme. The funds have be split out as follows:
  - Wage subsidy: \$170,897.30
  - Training opportunities: \$13,964.24
  - Barista and Food safety course: \$7,600.00
  - Travel and Accommodation \$6,000.00
  - PPE: \$2,100.00
  - Apprentice Tools: \$10,950.00
- Due to the success of the programme, a second round of funding is being applied for.

Moved Cr Hart, Seconded P. Cuff and **Resolved** that the verbal update from the Westland Workforce Coordinator be received.

## 6. NGĀ TĀPAETANGA PRESENTATIONS...continued

- **Development West Coast - Verbal Update (1.26)**

Jo Birnie, Economic Development Manager at Development West Coast spoke to this presentation and advised the following programs and initiatives underway:

- DWC have funding to go to heating from energy action to 170 properties on the West Coast. A total of \$500,000 each year for the next 3 years for properties that meet the criteria.
- Their Upskill programme is for anyone who is looking for full time employment of 30 hours or more and for those who are currently employed and wish to increase their level of employment. There are currently 97 employers and over 200 employees currently on the books. There is approximately 18 – 24 months left on the program.
- Regional Business Partner funding program is almost at a close, currently waiting on Central Government to see what the next plan will entail.
- Staff funding from MBIE bought on a fulltime employee, the role will be over seeing social licensing, management investment, marketing for the West Coast on a whole.
- Staff funding from MBIE has also brought on board a fulltime employee for Meetings, Incentive, Conferences and Exhibitions (MICE) Executive. They deal with high value visitors, conferences/incentives for groups of 50 – 150. There are the resources on the West Coast, to bring these high value conferences to the West Coast.  
DWC are creating a document highlighting the venues to go to M.I.C.E customers.
- Regional Events Fund, there has been various promotions of this online, including Tourism New Zealand and 6 other regional tourism organizations. A total of 7 million dollars in total was available for the 6 RTO's. Currently DWC are working to confirm the funding for the West Coast to increase the event market in the region for the next 4 years.

Moved J. Conroy, seconded Cr. Davidson **Resolved** that the verbal update from Jo Birnie, Economic Development Manager at Development West Coast be received.

**8. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI**

**RESOLUTION TO GO INTO PUBLIC EXCLUDED**

(to consider and adopt confidential items)

Moved Cr Keogan, seconded Cr Hart and **Resolved** that the Economic Development Committee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 4.41pm 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 – 14 July 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	Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a)).
1	Protect information where the making available of the information- (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Section 7(2)(b)(ii)).
1	Maintain the effective conduct of public affairs through- (i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty (Section 7(2)(f)(i)).
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 Martin, seconded J. Conroy 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 4:50pm.

*J. Birnie left Council Chambers at 4.50pm and did not return.*

**DATE OF NEXT ECONOMIC DEVELOPMENT COMMITTEE MEETING TO BE CONFIRMED FOR 2021.  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

**MEETING CLOSED AT 5.02PM**

Confirmed by:

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**His Worship the Mayor – Bruce Smith  
Chair**

**Date: 16.02.21**