



AGENDA

RĀRANGI TAKE

NOTICE OF A MEETING OF THE

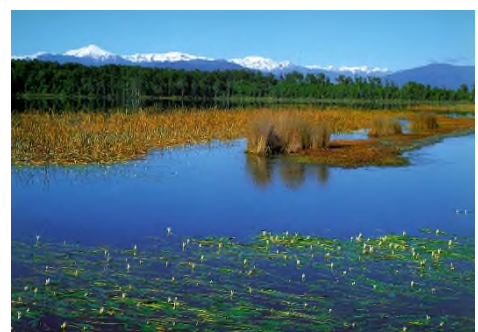
COMMUNITY DEVELOPMENT COMMITTEE

to be held on **Monday 03 August 2020** commencing at **5.30 pm**
in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Chairperson: Cr Martin

Members: Deputy Mayor Carruthers
Cr Keogan
Kw Madgwick

Cr Davidson
Cr Neale
Kw Tumahai



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audiovisual link.

Council Vision:

We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.

Purpose:

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. NGĀ WHAKAPAAHA APOLOGIES

(includes leave of absence notification)

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

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 –
 - (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to

the public, -

(i) the reason why the item is not on the agenda; and

(ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

(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.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

Minutes circulated separately via Microsoft Teams

5. ACTION LIST (Pages 4 – 5)

6. NGĀ TĀPAETANGA PRESENTATIONS

- **Westland Industrial Heritage Park Projects**
Ian Gilbertson, Westland Industrial Park
- **Promotion of Hokitika**
Samuel Blight, Chairman Destination Hokitika

7. PŪRONGO KAIMAHI STAFF REPORTS

Nil

**DATE OF NEXT COMMUNITY DEVELOPMENT COMMITTEE MEETING
05 OCTOBER 2020 AT 5.30PM
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

03.08.2020 COMMUNITY DEVELOPMENT COMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
03.02.20	Reserves, Parks and Environment Sub-Committee	Sub-Committee to be formalised.	<ul style="list-style-type: none"> Terms of Reference developed. Report to committee to confirm. Require council nominations Nominees contacted Report to CDC to confirm membership of Parks Reserves & Environment Sub-Group 	Community Development Advisor Completed
03.02.20	Terms of Reference – Reserves, Parks and Environment Sub-Committee	To be drafted and emailed to the Committee for their input.	<ul style="list-style-type: none"> Complete – awaiting Committee sign-off 	Community Development Advisor
03.02.20	WestREAP	Invite to a future Committee Meeting.	<ul style="list-style-type: none"> Suggest invite WestREAP CE and Education Manger to present at 03August meeting 	Community Development Advisor Revised due to availability to 5 October Meeting
03.02.20	Westland Safe Community Coalition – Safer Westland	Letter to the group to advise that the Committee recognises the Sub-Committee. Chair: Cr Jane Neale 6 monthly reports to CDC	<ul style="list-style-type: none"> Letter to Safer Westland next Meeting 12 June 2020 	Community Development Advisor Letter sent
03.02.20	Hokitika Museum Governance Group	To be established.	<ul style="list-style-type: none"> Awaiting impacts of COVID-19. Changing landscape in regards to museum requirements 	Regulatory Services Manager
03.02.20	Culture and Heritage Sub-Committee	To be established comprising: Heritage Hokitika, Westland Industrial Heritage Park, West Coast Heritage Chair: Deputy Mayor Cr Carruthers Terms of Reference for Sub-Group	Ongoing	Chief Executive
03.02.20	Rimu-Woodstock Lookout	Consideration of the future upkeep of this area and check if it is included on the Council's Asset Register and regular maintenance of the area scheduled.	<ul style="list-style-type: none"> Confirmed that this infrastructure should be looked after by WDC. Westroads have the contract for maintaining the grounds 	Chief Executive

03.08.2020 COMMUNITY DEVELOPMENT COMMITTEE – ACTION LISTING

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		Clarification if the area is to be referred to Heritage Hokitika for maintenance purposes.	<ul style="list-style-type: none"> WDC will look at the interpretation panels and shelter and add them to the asset database and maintain as required. 	
03.02.20	Hokitika Cemetery and Signage at Franz Josef	Lack of maintenance noted in these areas.	<ul style="list-style-type: none"> Audit of cemeteries requested. Audit completed of cemeteries and short comings addressed via contracts with Westroads 	Group Manager: Louis Sparks
03.02.20	Westland Creative Community Group	Email current members & thank Advertise nominations in Guardian CDC confirm membership of Committee	<ul style="list-style-type: none"> Report to CDC to confirm members 	Community Development Advisor Completed
03.02.20	Hokitika Central Business District – Revitalisation Working Group	Group needs to be established. Council internal review Draft Concept – bring working group back together	<ul style="list-style-type: none"> Fiona Scadden tasked with leading the project. Aligns with the One District Plan work. Ongoing 	Regulatory Services Manager and Planning and Customer Services Manager