



PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE MINUTES

MINUTES OF THE PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 9 JULY 2020 COMMENCING AT 1 PM

MEMBERS PRESENT

Chairperson	Cr Martin	
Members		
	Cr Neale	Kw Madgwick
	Kw Tumahai	Donna Baird
	Kate Baird	Reilly Burden
	Rob Daniel (via zoom)	Biddy Manera
	Pip Meuli (via zoom)	Jo Parsons

1. NGĀ WHAKAPAAHA APOLOGIES

His Worship the Mayor, Bruce Smith

Sue Davis

Moved Cr Neale, seconded Jo Parsons and **Resolved** that the apologies be received and accepted.

Absent

Kw Madgwick

Kw Tumahai

STAFF PRESENT

S.R. Bastion - Chief Executive; L. Sparks - Group Manager District Assets; D. Maitland - Executive Assistant, E. Rae - Strategy and Communications Advisor, S. Brown - Community Development Advisor; M. Smith - Committee Secretary. L Crighton - Group Manager Corporate Services, T Cook - Regulatory Services Manager.

The Chief Executive gave a Health and Safety briefing.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The interest register was circulated via Microsoft Teams and was also available on the council table. Members of the committee were asked to update the interest register as required.

The following updates were noted:

His Worship the Mayor

- HHH Project – no longer involved, as notified at the Monthly Council Meeting 25.06.20
- Affected party on Mining License Application on Hau Hau Road Elite Mining LTD – no longer involved, as notified at the Monthly Council Meeting 25.06.20

Donna Baird

- Destination Hokitika Committee – Committee Member

Biddy Manera

- Chinese Gardens, Domain/Department of Conservation Reserve
- Department of Conservation Community Green Space, Department of Conservation Reserve
- Tramping Tracks
- Memorial Gardens, Ross Domain
- Carpark upgrade, Ross Domain
- Iwi Memorial, Department of Conservation Community Green Space

Committee members and staff were asked to introduce themselves to the group.

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

There were no urgent items of business not on the Council Agenda.

4. INTRODUCTION TOPICS

Racecourse Master Plan

The Chief Executive spoke regarding the Racecourse Masterplan and provided an update for the committee from the Planning and Customer Services Manager.

Topics covered included:

- Workshop with this committee in terms of discussion documents.
- Discussion documents to be presented to the October Council meeting for approval prior to proceeding to the Special Consultative Procedure.
- Any work will require Special Consultative Processes.
- Will have a document prepared for consultation in October 2020.
- Changes to the district plan may also be required.
- Public feedback to be acquired no later than December and presented to Council in January to look to be included in the long term plan moving forward.
- Do a District Plan review and all changes will be included in the District Plan Update.
- Open and transparent process moving forward, working with local stakeholders. This may have an effect on other parcels of land, reserves eg. Cass Square.

- Racecourse – Council have a memorandum of understanding with the Racing Club that pre-determines some of the work underway.
- Boys Brigade area has a long-term lease on the land.
- Council holds \$250k handed over from the Racecourse towards future development, there is no external funds for master planning. Currently the funds are only used for maintenance on the racecourse as these need to be kept to a certain standard.
- Professional support may be required for planning.
- Discussion on future utilisation of the land.
- Committee members will be invited to a workshop for future discussion.

Town Centre Plan

The Chief Executive spoke regarding the Town Centre Plan and provided an update for the committee from the Planning and Customer Services Manager. This update does not include Sunset Point or the Beach development.

Topics covered included:

- CBD working group was held on Thursday 25th July 2020 Council meeting.
- Crossover between the Planning and Regulatory Committee. The backbone of the work will be done through this committee.
- Planning Manager is taking the role on this one, working closely with District Assets.
- This also fits into the work of the One District Plan as well.
- Work is being done to create consistent design standards and colour pallets.
- Workshop required to lock this down. There are parking plans, concepts around traffic management flows, strategic land zoning with the master plan, and types of business zoning.

Beachfront and Sunset Point

The Group Manager District Assets spoke regarding the Beachfront and Sunset Point and provided an update for the committee from the Planning and Customer Services Manager.

Topics covered included:

- The toilets have been purchased. There is work been completed for power and plumbing for the toilets.
- Once stage one of the project has been completed there is an opportunity for us to start planting. The intention is to plant in robust plants such as grasses.
- Soil has been donated from local contractors, such as the Mitre 10 excavation, over the last 2 years and will be shaped into dunes to enhance the beachfront area. There is no further work planned for the beachfront. There has been some minor works around tree planting.
- This development is 50% funded by Tourism Infrastructure Funding.
- Council are working with the local Fire Brigade in terms of a practice area and in terms of a new home.

ACTION ITEM:

- Pip Meuli asked that the planting plan be circulated to the committee.

The Committee Chair made the committee aware that a significant issue is around the maintenance of the new toilets – these need to be maintained, cleaned and looked after.

The Chief Executive mentioned the overarching masterplans/management plan and that each town should have a masterplan alongside it as well.

Gibson Quay - Heritage Hokitika action list

The Group Manager District Assets spoke regarding the Gibson Quay - Heritage Hokitika and provided an update for the committee.

Topics covered included:

- Action list is quite historic.
- LED lighting for Gibson Quay is the next item to proceed for council, and lighting poles to be replaced. Currently engaging the contractor for this work.
- New action list to be discussed for future planning.
- The Chairman spoke briefly re the Tohu Whenua Launch, the national programme showcasing this country's significant heritage places.

ACTION ITEM:

- Develop an action list with Heritage Hokitika to lead into future planning work.

Moved Bidy Manera, seconded Cr Neale and **Resolved** that the verbal updates regarding Racecourse Masterplan, Town Centre Plan, Beachfront and Sunset Point and Gibson Quay, Heritage Hokitika action list be received.

DATE OF NEXT PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE MEETING – TO BE CONFIRMED, COUNCIL CHAMBERS 36 WELD STREET, HOKITIKA AND VIA ZOOM

MEETING CLOSED AT 1.39 PM

Confirmed by:



Cr Latham Martin
Chair

Date: 16.09.20