



AGENDA

RĀRANGI TAKE

NOTICE OF THE INAUGURAL MEETING OF THE

PARKS, RESERVES & ENVIRONMENT SUBCOMMITTEE

to be held on **Wednesday, 16th September 2020** commencing at **3.00 pm** in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Chairperson: Cr Martin

Members: His Worship the Mayor
Kw Madgwick
Donna Baird
Reilly Burden
Sue Davis
Pip Meuli

Cr Neale
Kw Tumahai
Kate Baird
Rob Daniel
Biddy Manera
Jo Parsons



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

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 KAUNIHĒRA MINUTES OF MEETINGS

Minutes circulated separately via Microsoft teams

- **Parks, Reserves and Environment Committee Meeting Minutes – 9 July 2020**

5. ACTION LIST (page 4)

6. NGĀ TĀPAETANGA PRESENTATIONS

- NIL

7. PŪRONGO KAIMAHI STAFF REPORTS

- **Cass Square – New Concept Plan Verbal Update** (page 5)
Louis Sparks, Group Manager: District Assets
- **Beachfront Development and Sunset Point Verbal Update**
Louis Sparks, Group Manager: District Assets
- *Weather permitting a potential site visit will be included as part of the update.*

**DATE OF NEXT PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE
MEETING WEDNESDAY, 18TH NOVEMBER 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

16.09.20 PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
Tbc	Racecourse Master Plan - Workshop with the committee to prepare a discussion document for council.	Date/schedule to be set if presentation to be made to the October Council Meeting. Details required: <ul style="list-style-type: none"> - Date set for meetings - Document preparation - Assignment of committee member/s to complete document. 	Workshop conducted with Planning & Regulatory Committee on the 10 th Sep. Second Workshop planned for Sep P,R & E Subcommittee	Fiona Scadden
Tbc	Town Centre Plan – Workshop required to lock down future standards, including but not limited to – design standards, parking plans, traffic management flows, strategic land zoning and business zoning.	Date/schedule set	This action has been transferred to Regulatory and Planning Committee. Workshop conducted on 10 th Sep.	
Tbc	Beachfront and Sunset Point Upgrade	Pip Meuli asked that the planting plan be circulated to the committee.	To be discussed as part of site visit 16 th Sep	Louis Sparks
Tbc	Master Management Plans – Chief Executive spoke to each town having a masterplan that lies alongside the existing regional Master Management plan.	Members liaising within their local communities for feedback.	Each Reserve to have overarching Management plan developed.	Louis Sparks
Tbc	Gibson Quay - Heritage Hokitika	Set meeting - Develop an action list with Heritage Hokitika to lead into future planning work.	Date to be confirmed	Louis Spark

Parks, Reserves and Environment Subcommittee – 09.07.20

