



# AGENDA

## RĀRANGI TAKE

NOTICE OF AN ORDINARY MEETING OF

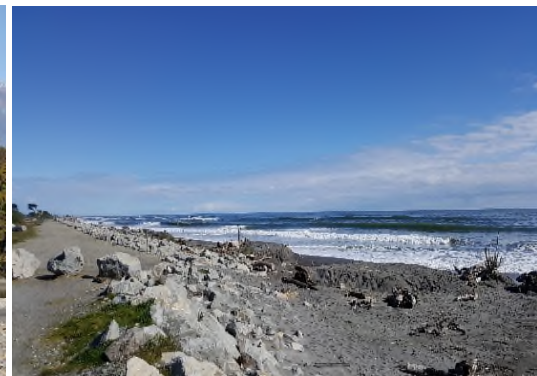
## Parks, Reserves and Environment Subcommittee

to be held on Wednesday 18 November 2020 commencing at 3.00 pm in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

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Chairperson:	Cr Martin	
Members:	His Worship the Mayor	Cr Neale
	Kw Tumahai	Kw Madgwick
	D. Baird	K. Baird
	R. Burden	R. Daniel
	S. Davis	B. Manera
	P. Meuli	J. Parsons

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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 KAUNIHERA MINUTES OF MEETINGS

Minutes circulated separately via Microsoft Teams and email.

- **Parks, Reserves and Environment Subcommittee Meeting Minutes – 16 September 2020.**

#### 5. ACTION LIST

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#### 6. NGĀ TĀPAETANGA PRESENTATIONS

- Nil.

#### 7. SITE VISITS

- **Cass Square – site visit**  
Louis Sparks, Group Manager: District Assets
  - *Weather permitting, a site visit will be undertaken at Cass Square.*
- **Beachfront Development and Sunset Point – site visit**  
Louis Sparks, Group Manager: District Assets
  - *Weather permitting a site visit will be undertaken to the Beachfront Development and Sunset Point.*

#### 8. VERBAL UPDATES

- **Maintenance Items:**
  - Maintenance Contracts – Chairperson
  - Kumara Junction roundabout – Reilly Burden
  - Lazar Park rubbish bins – Reilly Burden
  - Reserve and berm mowing – Reilly Burden
  - Ross Cenotaph – Biddy Manera
- **Chinese Gardens, Ross** - Biddy Manera and Chairperson
- **Timing of meetings** - Chairperson

**DATE OF NEXT PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE MEETING  
THURSDAY 8 APRIL 2021 - TIME TBC  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

## 18.11.20 PARKS, RESERVES AND ENVIRONMENT SUBCOMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
	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"> <li>- Date set for meetings</li> <li>- Document preparation</li> <li>- Assignment of committee member/s to complete document.</li> </ul>	Workshop conducted with Planning & Regulatory Committee on the 10 <sup>th</sup> Sep. Second Workshop planned for Sep P,R & E Subcommittee	Fiona Scadden
	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 <sup>th</sup> Sep.	Fiona Scadden
	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 <sup>th</sup> Sep	Louis Sparks
	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
16.09.20	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
16.09.20	Mountain Bike Club Vision	Invite to present at the next meeting with their vision around connected trails.		
16.09.20	Heritage Walking Trail Group	Invite to present at the next meeting.		
16.09.20	Cass Square and Racecourse Concept Plans	Compile and aim to have a discussion document out to the Community before Christmas.		Fiona Scadden
16.09.20	Subcommittee Site Visit – Sunset Point, Cass Square and potentially the Racecourse.	Site visit date and time to be set.		Louis Sparks