



AGENDA

RĀRANGI TAKE

NOTICE OF AN ORDINARY MEETING OF THE

Community Development Committee

to be held on **Monday, 8th March 2021** commencing at **5.30pm** in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Chairperson:	Cr Martin	
Members:	His Worship the Mayor	Deputy Mayor Carruthers
	Cr Davidson	Cr Keogan
	Cr Neale	Kw Tumahai
	Kw Madgwick	



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

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

- **Community Development Committee Meeting Minutes - 5 October 2020**

5. ACTION LIST (Pages 4 - 5)

6. NGĀ TĀPAETANGA PRESENTATIONS

- **Westland Mountain Bike Club**
Liam Anderson, President, Westland Mountain Bike Club (approx. 5.45pm)
- **Kokatahi/Kowhitirangi Community Group Verbal Update**
Anna Hart, Chair, Kokatahi/Kowhitirangi Community Committee (approx. 6.15pm)
- **The Hokitika Regent Theatre – 6 Monthly Report to Council**
Bruce Watson, Chairperson, Hokitika Regent Theatre (approx. 6.45pm)
- **The Digital Hub Update**
Melanie Anderson, Chief Executive, Destination Westland (approx. 7.15pm)

7. PŪRONGO KAIMAHI STAFF REPORTS

- **Community Update – Verbal Report**
Sarah Brown, Community Development Advisor, Westland District Council

**DATE OF NEXT COMMUNITY DEVELOPMENT COMMITTEE MEETING – 14 JUNE 2021
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

08.03.21 COMMUNITY DEVELOPMENT COMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
03.02.20	Hokitika Museum Governance Group	Schedule a workshop to address the issues with the groups involved or would like to be involved.	<ul style="list-style-type: none"> Preliminary workshop to be scheduled with Council, following commencement of Museum Director, to determine purpose and function of Governance Group as aligns to the Hokitika Museum and Pakiwaitara. 	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	<ul style="list-style-type: none"> Workshop to be scheduled to develop the scope of the sub-committee and the inter-relationships This work also aligns with the above action. 	Chief Executive
03.08.20	Signage Plan and Budget	Staff and representatives from Destination Hokitika to meet to work through a defined signage plan and set a budget.	<ul style="list-style-type: none"> Staff meet with Destination Hokitika and have prioritised signage plan. Further work is required to finalise future budget allocation. 	Chief Executive & Planning and Customer Services Manager
05.10.20	Signage Condition across the District	Committee requested the CE write a formal letter to NZTA's South Island Manager regarding signage maintenance and the poor condition of the signs.	<ul style="list-style-type: none"> 	Chief Executive
05.10.20	A Call for Expressions of Interest & Workshop: <ul style="list-style-type: none"> Hokitika Museum Governance Group. Culture and Heritage Subcommittee. 	Workshop date and time to be set with the relevant parties to discuss the 2 groups moving forward.	<ul style="list-style-type: none"> Unable to proceed until outcome of Committee structure review, and associated workshop/s. 	Regulatory Services Manager
05.10.20	Hokitika Regent Theatre Site Visit	The CE to organise a date and time	<ul style="list-style-type: none"> Was held on 19th February 2021 @ 9.00am 	Chief Executive
05.10.20	Hokitika Regent Theatre Maintenance and Plant Replacement Plan.	The Theatre representatives to bring back to committee their Long Term Plan around these areas.	<ul style="list-style-type: none"> Scheduled for March committee meeting 	Chief Executive

08.03.21 COMMUNITY DEVELOPMENT COMMITTEE – ACTION LISTING

Date	Item	Action Required	Status	Lead Officer
05.10.20	Entrance signs to Kumara – Lighting very dim on the signs.	Council to investigate who is responsible for the lights above the entrance signs, and put in a service request for maintenance.	<ul style="list-style-type: none"> Works completed 	Group Manager: District Assets.
05.10.20	Kumara Resident’s Trust – Additional Funding Options	Investigate alternative funding to the value of \$200k, taking into account the consultation process for the Kumara Endowment Fund.	<ul style="list-style-type: none"> Consultation plan being worked on for community discussion in Feb 21 	Community Development Officer