



MINUTES

Community Services and Development Committee Meeting

30 April 2019

**MINUTES OF WAIMATE DISTRICT COUNCIL
COMMUNITY SERVICES AND DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 30 APRIL 2019, COMMENCING AT 12.30PM**

PRESENT: Mayor Craig Rowley (Acting Chair), Cr Sharyn Cain, Cr Jakki Guilford, Cr Miriam Morton, Cr Tom O'Connor

APOLOGIES: Chair Peter Collins, Cr David Anderson, Cr David Owen and Cr Sheila Paul

IN ATTENDANCE: Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Leo Milani (Policy Analyst), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

OPENING

1 ELECTION OF ACTING CHAIR

Chair Cr Peter Collins and Deputy Chair Cr David Owen were both apologies for this meeting.

According to the Local Government Act Schedule 7 cl 26 (2), (5) & (6), Standing Orders 2.3.1 Chairperson of Committee to preside:

2.3.2 "The chairperson of a committee must preside at each meeting of the committee at which he or she is present unless the chairperson vacates the chair for a particular meeting. If the chairperson of a committee is absent from a meeting the deputy chairperson (if any) of the committee must preside. If a deputy chairperson has not been appointed or if the deputy chairperson is also absent the members of the committee that are present must elect one of their number to preside at that meeting, and that person may exercise at that meeting the responsibilities, duties and powers of the chairperson."

COMMITTEE RESOLUTION 2019/12

Moved: Cr Sharyn Cain
Seconded: Cr Miriam Morton

That Mayor Rowley be appointed as Acting Chair for this meeting of the Community Services and Development Committee.

CARRIED

1 PUBLIC FORUM

Nil

2 APOLOGIES

COMMITTEE RESOLUTION 2019/13

Moved: Cr Sharyn Cain
Seconded: Cr Jakki Guilford

That apologies from Chair Peter Collins, Cr David Anderson, Cr David Owen and Cr Sheila Paul be received and accepted.

CARRIED

3 VISITORS

1.00pm Annual Grant Presentation – Community Link

1.30pm Annual Grant Presentation – Bushtown Waimate

4 CONFLICTS OF INTEREST

Cr Jakki Guilford advised that she will be stepping down from the Council table for agenda item 9.1: Annual Grant Presentation – Community Link as she is an employee of that organisation.

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

MINUTES

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE COMMUNITY SERVICES AND DEVELOPMENT COMMITTEE MEETING HELD ON 12 MARCH 2019

COMMITTEE RESOLUTION 2019/14

Moved: Cr Sharyn Cain

Seconded: Cr Miriam Morton

That the Minutes of the Community Services and Development Committee Meeting held on 12 March 2019 be accepted and the recommendations therein be adopted.

CARRIED

REPORTS

7 COMMUNITY AND STRATEGY GROUP REPORT

7.1 MANAGEMENT REPORT - COMMUNITY AND STRATEGY GROUP

COMMITTEE RESOLUTION 2019/15

Moved: Cr Sharyn Cain

Seconded: Cr Tom O'Connor

That the Community Services and Strategy Group Manager's report is accepted.

CARRIED

Note:

The Policy Analyst updated the Committee on Bills Pertinent to the Waimate District Council.

The Committee had a discussion around the increased funding and new guidelines for Creative NZ funding.

8 EXECUTIVE SUPPORT MANAGER'S REPORT

8.1 MANAGEMENT REPORT - EXECUTIVE SUPPORT

COMMITTEE RESOLUTION 2019/16

Moved: Cr Sharyn Cain
Seconded: Cr Miriam Morton

That the Executive Support Manager's report is accepted.

CARRIED

Note:

The Committee noted the Council website is looking professional and complimented the communications staff.

The Chair asked for an events' noticeboard to be located on the footpath outside the old Post Office, and staff will investigate this as part of the Economic Development Strategy.

The meeting was adjourned at 12.50pm.
The meeting was reconvened at 1.00pm.

9 GENERAL REPORTS

9.1 ANNUAL GRANT PRESENTATION: COMMUNITY LINK - 1.00PM

Cr Jakki Guilford stepped down from the Council table as she is an employee of Community Link (Waimate District Resource Trust).

Secretary Jacqui Keen and Sergeant Kevin Reynolds were also in attendance.

Community Link's Strategic Plan 2019/20 and financial report was tabled.

The Committee received an update on Community Link's work in the community, and future key projects. Community Link has experienced a significant increase in foot traffic after their shift to Community Link House (the former Waimate Medical Centre).

9.2 ANNUAL GRANT PRESENTATION: BUSHTOWN WAIMATE UPDATE - 1.30PM

Bushtown Waimate's Projected 10 year plan – Expenditure and Income was tabled.

Chair Allan Laurie gave the Community Services and Development Committee an update on Bushtown's current status and 10-year plan.

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 1.55pm.

The minutes of this meeting are to be confirmed at the Community Services and Development Committee Meeting to be held on 4 June 2019.

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CHAIRPERSON