

Minutes of the Community Services and Development Committee meeting of the Waimate District Council held at 125 Queen Street, Waimate on Tuesday 2 May 2017, at 12.15pm.

Present

Chair: Cr P Collins

Mayor: C Rowley

Councillors: S Cain, D Anderson, J Guilford, M Morton,
T O'Connor, D Owen, S Paul

In Attendance

Chief Executive: S Duncan

Managers: C Johns, M Jones, S Kelly, A Hilton

Staff: H Botting, D Fargher, F Fox

Committee Secretary: K Reid

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| 1 | Apologies | No apologies were received. |
| 2 | Conflicts of Interest | The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified. |
| 3 | Identification of Major (Urgent Business) or Minor Items not on the Agenda | There were no major (urgent business) or minor items identified. |
| 4 | Confirmation of Minutes | <p>Resolved:</p> <p>That the minutes of the Community Services and Development Committee meeting held on Tuesday 14 March 2017, excluding the public excluded items, are confirmed as a true and correct record, with the below amendment.</p> <p>Moved Mayor Rowley
Seconded Cr Paul
MOTION CARRIED</p> <p>Amendment:</p> <p>Minutes: Page 10 Item 11 – Exclusion of the Public
That the Committee name be amended to Community Services and Development Committee.</p> |
| 5 | Receipt of Minutes – Waimate District Civic Awards Committee | <p>Resolved:</p> <p>That the confirmed minutes of the Waimate District Civic Awards Committee meeting held on Thursday 24 November 2016 are received.</p> <p>Moved Mayor Rowley
Seconded Cr Guilford
MOTION CARRIED</p> |

Note:

Council commented the recent Civic Awards Function was well run and there was excellent feedback on the event and the venue.

6 Receipt of Minutes – Waimate Community Anzac Group Committee

Resolved:

That the confirmed minutes of the Waimate Community Anzac Group meeting held on Thursday 8 December 2016 are received.

Moved Mayor Rowley
Seconded Cr Cain
MOTION CARRIED

Note:

Council commented the 10am Anzac Civic Service was well run and enjoyable.

7 Management Report – Community, Planning and Development Group

Resolved:

That the Community, Planning and Development Group Manager's report is accepted.

Moved Cr Collins
Seconded Cr Guilford
MOTION CARRIED

The meeting was adjourned at 12.30pm for lunch.

The meeting was reconvened at 1.00pm.

Item 11 was taken at this point in the meeting.

Cr D Owen entered the meeting at 1.05pm.

11 Information Item: Civil Defence Presentation by CDEM Canterbury – 1.00pm

The Community Services and Development Committee were provided with an overview of Civil Defence Emergency Management matters by Canterbury Group Civil Defence Emergency Management (CDEM) Controller, Neville Reilly and Waimate District Council Civil Defence and Emergency Management Coordinator Hilary Botting.

12 Information Item: Waimate District Promotion and marketing Website – 1.30pm

The Community Services and Development Committee were provided with a presentation by Kate O'Connell (Minsi Design) and Jo Sutherland (Centrewood Estate) relating to an opportunity to partner with Council to deliver a promotion and marketing project.

Cr T O'Connor left the meeting at 2.00pm.

- 13 Information Item: Plan Change 3 Presentation – 2.00pm** The Community Services and Development Committee were provided with a presentation on Environment Canterbury's Plan Change 3 by Environment Canterbury Zone Committee (LWSCCZC) facilitator Nic Newman, and an Environment Canterbury Planner Julia Forsyth.
- Council continued Agenda No 7: Management Report – Community Planning and Development Group.
- 7 Management Report – Community, Planning and Development Group (cont'd)**
- 8 Section 17A Reviews** The Community Services and Development Committee considered the completed section 17A review reports for Community Housing, Community Representation and Forestry services.
- Resolved:**
- That the Section 17A Reviews report is accepted; and
- That the Community Services and Development Committee recommends to Council that:
- a The light review for Community Housing services be accepted and Council agrees no full review is required; and
 - b The light review for Community Representation services be accepted and Council agrees no full review is required; and
 - c The light review of Forestry services be accepted and Council agrees that a strategic review of Forestry take place as part of the Asset Management Plan process prior to the 2018-28 Long Term Plan.
- Moved Mayor Rowley
Seconded Cr Cain
MOTION CARRIED
- 9 Request for Council Representation – Waimate Total Mobility Committee** The Community Services and Development Committee considered appointing a representative on the Waimate Total Mobility Committee.
- Resolved:**
- That the Request for Council Representation – Waimate Total Mobility Committee report is accepted; and
- That the Community Services and Development Committee nominate a Council representative, being Cr P Collins, to attend the Waimate Total Mobility Committee meetings.
- Moved Mayor Rowley
Seconded Cr Anderson
MOTION CARRIED

- 10 Lower Waitaki South Coastal Canterbury Zone Committee Annual Report** The Community Services and Development Committee considered and received the Lower Waitaki South Coastal Canterbury Zone Committee Annual Report.
- Resolved:**
- That the Lower Waitaki South Coastal Canterbury Zone Committee Annual report is accepted; and
- That the Community Services and Development Committee receives the Lower Waitaki South Coastal Canterbury Zone Committee Annual Report.
- Moved Mayor Rowley
Seconded Cr Cain
MOTION CARRIED
- 14 Information Item: Heritage Grant Criteria and Eligibility Review** The Community Services and Development Committee reviewed the Heritage Grant Criteria and Eligibility and Application Form and instructed staff to progress changes for approval at the 23 May 2017 Council meeting.
- 15 Consideration of Major (Urgent Business) or Minor Items not on the Agenda** There were no major (urgent business) or minor items identified.
- 16 Exclusion of the Public** The Community Services and Development Committee considered moving into public excluded to take the below item:

Confirmation of Minutes: Community Services and Development Committee meeting – Tuesday 14 March 2017

General Subject of each matter to be considered	Reason for passing this resolution	Ground(s) under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution
Confirmation of Minutes – Community Services and Development Committee meeting – Tuesday 14 March 2017	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii): The withholding of the information is necessary to protect information which is subject to an obligation of confidence

Resolved:

That the Community Services and Development Committee resolves to exclude the public from the following parts of the meeting on the grounds contained in section 48(1) of the Local Government Official Information and Meetings Act, or section 6 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

Moved Cr Cain

Seconded Cr Guilford
MOTION CARRIED

There being no further business, the Chair declared the meeting closed at 3.16pm. These minutes to be confirmed at the Community Services and Development Committee meeting to be held on Tuesday 13 June 2017.

Cr P Collins
Chair