

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

Minutes of a meeting of the Community Development Committee held on Thursday 27 August 2020, commencing at 8:31am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Cr Hilary Humphrey	(Chairperson)
	Cr Steve Bielski	
	Cr Shane Casey	
	Cr Heather Gee-Taylor	
	Cr Alison Short	
	Her Worship the Mayor Helen Worboys	
 IN ATTENDANCE:		
	Michael Ford	(Councillor)
	Grant Hadfield	(Councillor)
	Richard Templar	(Chief Executive)
	Hamish Waugh	(General Manager - Infrastructure)
	Brent Limmer	(General Manager – Community and Strategy)
	Rebecca Bell	(Strategy Manager)
	Michael Hawker	(Project Delivery Manager) via Zoom
	Janine Hawthorn	(Community Development Adviser)
	Ben Caldwell	(Communications Officer)
	Georgia Etheridge	(Policy Adviser)
	Andrew Royds	(Compliance and Enforcement Officer)
	Shelley Ashton	(Senior Advisor - Marketing and Community Engagement)
	Steph Skinner	(Governance Officer)

CDC 20/024 MEETING OPENING

The Chairperson declared the meeting open.

CDC 20/025 APOLOGIES

There were no apologies.

CDC 20/026 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Community Development Committee meeting held on 25 June 2020 be adopted as a true and correct record.

Moved by: Councillor Hilary Humphrey

Seconded by: Councillor Shane Casey

CARRIED

CDC 20/027 NOTIFICATION OF LATE ITEMS

There were no late items.

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

CDC 20/028 DECLARATIONS OF CONFLICTS OF INTEREST

Councillors Hilary Humphrey, Shane Casey, Alison Short and Her Worship the Mayor Helen Worboys – Public Excluded Item 2 – 2020 Manawatū District Community Honour Nominations

Councillor Alison Short – Item 7.8 Reports from the Community Groups

CDC 20/029 PRESENTATION – NZTA 10 YEAR PLAN

New Zealand Transport Agency (NZTA) representatives, Emma Speight, Director of Regional Relationships (Lower North Island) and Ross l'Anson presented to the committee talking about the decision making process within the Government Policy Statement on Land Transport and how specific frameworks were used for decision making. Government set the Activity classes and the level of funding within each class. Activity classes determined what NZTA can invest in regionally.

Nationally safety was the biggest programme. Rural roads were prioritised by their safety risk rating. COVID19 had affected works and revenue causing financial constraint, new work would be challenging. Programmes already prioritised in 2020-2021 were mostly carry-over projects.

Councillors aired their concerns about State Highway 54 and asked whether this had been prioritised by NZTA under their safety programme. It had not. Options were discussed including council assisted funding to accelerate this project and a local programme of driver education.

CDC 20/030 PRESENTATION – RESULTS BASED ACCOUNTABILITY OUTCOMES – PROJECT UPDATE

Janine Hawthorn, Community Development Advisor, Community and Strategy presented an update on project results and thanked Stacey McGregor who had assisted in this process. She advised that the Manawatu District Council was following the same approach as Palmerston North City Council as there was an overlap of organisations between the two councils.

It was noted that Results Based Accountability (RBA) was a method used by Central Government with funding, and the benefits of RBA and standardised Performance Measures for community groups was explained.

CDC 20/031 PRESENTATION - COMMUNITY DEVELOPMENT STRATEGY – IMPLEMENTATION UPDATE 2

Update from Michael Hawker, Project Delivery Manager, Community and Strategy on the progress of the Community Development Strategy. COVID19 had interrupted progress and increased workload due to the new COVID19 Response Community Plan.

Changes had been implemented including new accountability reporting and reporting on advocacy as a united set of actions. A series of actions had not been able to commence due to COVID19 and resource availability.

The Committee expressed concern about capacity and resourcing within Community and Strategy team. Brent Limmer, General Manager, Community and Strategy responded advising current staff were focusing on priorities. He noted there was a balance between

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

the amount of resources applied and what could be delivered, more funding got quicker results. There was an option to outsource work or contract out. Councillors asked if there justification for an additional full time employee within this area.

RESOLVED

That the Community Development Committee

Agrees that Officers develop a paper to accelerate progress on the Housing Strategy to be taken to Council

Notes that:

- **Officers would also investigate options for reallocation within the Community Development portfolio as part of that paper.**
- **Officers were reviewing resourcing in this area as part of the 10 Year plan.**

Moved by: Her Worship Helen Worboys

Seconded by: Councillor Alison Short

CARRIED

The meeting adjourned at 9.57am and resumed at 10.10am

Cr Alison Short re-joined the meeting at 10.12am. Cr Steve Bielski re-joined the meeting at 10.13am.

CDC 20/032 COMMUNITY DEVELOPMENT STRATEGY SCHEDULE OF REPORTS

Report of the General Manager - Community and Strategy dated 11 August 2020 providing a schedule of reports to monitor the Community Development Strategy.

The committee discussed the number of reports received and suggested the Advocacy reports be included, requesting the Community and Strategy General Manager look at streamlining the process into more simplified reporting which would assist the workload within Community and Strategy.

RESOLVED

That the report “Community Development Strategy: Schedule of Reports” be received and that

Officers be directed to develop an effective and efficient option for reporting on the implementation of the Community Development Strategy.

Moved by: Councillor Hilary Humphrey

Seconded by: Councillor Shane Casey

CARRIED

Cr Shane Casey left the meeting at 10.36am and re-joined at 10.38am.

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

CDC 20/033 COMMUNITY DEVELOPMENT STRATEGY - ADVOCACY ACTIONS UPDATE 1

Report of the General Manager - Community and Strategy dated 11 August 2020 informing the Committee on advocacy actions associated with the Community Development Strategy.

It was noted that Councillors and Her Worship the Mayor would be canvassed for Advocacy items to be included in future reporting.

RESOLVED

That the report “Community Development Strategy – Advocacy Actions Update #1” be received.

Moved by: Councillor Hilary Humphrey

Seconded by: Councillor Heather Gee-Taylor

CARRIED

CDC 20/034 SENIORS ACTION PLAN CONSULTATION OPTIONS

Report of the General Manager Community and Strategy dated 13 August 2020 seeking a recommendation to Council regarding public consultation on the Seniors Action Plan.

RECOMMENDED

That the Council proceeds with the development and adoption of the Seniors Action Plan without public consultation.

Note: Council would continue to engage with key stakeholders in the development of the Action Plan.

Moved by: Councillor Steve Bielski

Seconded by: Her Worship Helen Worboys

CARRIED

Her Worship the Mayor Helen Worboys left the meeting at 11.05am

CDC 20/035 MANAWATU YOUTH COUNCIL

Report of the General Manager Community and Strategy dated 13 August 2020 to formalise the establishment of the Manawatū Youth Council.

RECOMMENDED

That the Council establishes the Manawatū Youth Council and adopts the following:

- 1 Manawatū Youth Council – Terms of Reference**
- 2 Manawatū Youth Council – Code of Conduct**
- 3 Manawatū Youth Council – Role Descriptions**

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

That the Council notes that the establishment of the Manawatū Youth Council will overtake the action set out in the Community Development Strategy to “Formalise Manawatū Youth Ambassadors as a Community of Interest within the Community Committee Policy”.

The committee noted: The Youth Council lacked resourcing in administration and operational support and that resourcing implications from the establishment of the Youth Council will be addressed as part of the report back to Council on resourcing needs arising from the implementation of the Community Development Strategy.

Moved by: Councillor Heather Gee-Taylor

Seconded by: Councillor Shane Casey

CARRIED

CDC 20/036 COMMUNITY HONOURS POLICY REVIEW

Report of the General Manager – Community and Strategy dated 6 August 2020 seeking review of Council’s current Community Honours Policy and recommend to Council any amendments that were required to be made.

The Committee recommended Environmental Stewardship be added within the policy criteria.

Cr Heather Gee-Taylor left the meeting at 11.15am

RECOMMENDED

That the Council adopts the Community Honours Policy as revised by the Community Development Committee.

Moved by: Councillor Shane Casey

Seconded by: Councillor Hilary Humphrey

CARRIED

The meeting adjourned at 11.20am and returned at 11.24am

CDC 20/037 SCHEDULE OF FUNDING APPLICATIONS

Report of the General Manager Community and Strategy dated 21 July 2020 to receive and note the funding applications that had been received and processed under delegated authority in accordance with the Community Development Policy for the period 11 June 2020 to 13 August 2020.

RESOLVED

That the Community Development Committee receives and notes the schedule of applications received and processed under delegated authority in accordance with the Community Development Policy for the period 11 June 2020 to 13 August 2020.

Moved by: Councillor Shane Casey

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

Seconded by: Councillor Alison Short

CARRIED

CDC 20/038 FUNDING ACCOUNTABILITY REPORTS TO 13 AUGUST 2020

Report of the General Manager - Community and Strategy dated 21 July 2020 presenting for receipt the accountability reports received for the period 1 June to 13 August 2020 from previously approved funding recipients.

RESOLVED

That the Community Development Committee receives and notes the following accountability reports:

- **Community Development Fund – Manchester House Social Services – Methamphetamine Support Group**
- **Event Fund – Kimbolton Arts and Sculpture Trust – Have a go Sculpture Workshop.**

Note: the Manchester House Social Services report was subject to confirmation of programme participation numbers being received.

Moved by: Councillor Alison Short

Seconded by: Councillor Shane Casey

CARRIED

CDC 20/039 REPORTS FROM COMMUNITY GROUPS

Report of the General Manager - Community and Strategy dated 10 August 2020 to present for information copies of reports of meetings received from community groups for the period ending 13 August 2020.

RESOLVED

That the reports from Community Groups for the period ending 13 August 2020 be received for information.

Moved by: Councillor Alison Short

Seconded by: Councillor Shane Casey

CARRIED

CDC 20/040 PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) **2020 Manawatū District Community Honour Nominations**

MINUTES	MEETING	TIME
COMMUNITY DEVELOPMENT COMMITTEE	THURSDAY 27 AUGUST 2020	8:31AM

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
a) 2020 Manawatū District Community Honour Nominations	Section 7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons;	Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Councillor Hilary Humphrey

Seconded by: Councillor Shane Casey

CARRIED

The meeting went into public excluded session at 11.41am. For items CDC20/041 to CDC20/043, refer to public excluded proceedings. The meeting returned to open session at 11.57am.

CDC 20/044 MEETING CLOSURE

The Chairperson declared the meeting closed at 11.58am