Cover image: Lake Matheson - BareKiwi

Council Meeting Agenda

23 July 2026

Ordinary Council Meeting

WESTLAND
District Council | Te Kahui o Poutini

AGENDA

RĀRANGI TAKE

NOTICE OF AN ORDINARY MEETING OF

COUNCIL

to be held on **Thursday, 23 July 2026,** commencing at **1 pm** in the Council Chambers,

36 Weld Street, Hokitika and via Zoom

Chairperson	Her Worship the Mayor
Deputy and Northern Ward Member:	Councillor Burden
Northern Ward Members:	Councillor Mackenzie, Councillor Maitland
Hokitika Ward Members:	Councillor Gillett, Councillor Martin, Councillor Walker
Southern Ward Members:	Councillor Manera, Councillor Munns
Iwi Representatives:	Kaiwhakahaere Madgwick, Kaiwhakahaere Tumahai



In accordance with clause 25A of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audio-visual link.

Council Vision

By investing in our people, caring for the environment, respecting the Mana Whenua Cultural heritage, and enabling investment, growth, and development we will enrich our district and the people that reside here.

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. KARAKIA TĪMATANGA
OPENING KARAKIA

Kia hora te marino ***Kia whakapapa pounamu te moana*** ***Hei hurahai mā tātou*** ***I te rangi nei*** ***Aroha atu, aroha mai*** ***Tātou i a tātou katoa*** ***Hui e! Tāiki e!***	***May peace be widespread*** ***May the sea be like greenstone*** ***A pathway for us all this day*** ***Give love, received love*** ***Let us show respect for each other*** ***Bind us all together!***

2. NGĀ WHAKAPAAHA
APOLOGIES

3. 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 (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.

4. 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.

5. PUBLIC FORUM

6. NGĀ MENETI O TE HUI KAUNIHERA

MINUTES OF MEETINGS

Minutes circulated.

- Council Meeting Minutes – 25 June 2026 **(6 - 13)**
- Extraordinary Council Minutes - 30 June 2026 **(14 - 16)**

COMMITTEE MINUTES TO BE RECEIVED:

- CCO Oversight Committee Minutes - 16 April 2026 **(17 - 21)**

7. ACTION LIST **(22 - 23)**

8. NGĀ TĀPAETANGA

PRESENTATIONS

Nil.

9. MAYOR'S REPORT **(24 - 25)**

Her Worship the Mayor to speak to the report.

10. PŪRONGO KAIMAHI

STAFF REPORTS

- **Destination Westland Limited Statement of Intent** **(26 - 44)**
  Destination Westland Limited Chair and Chief Executive to present the Statement of Intent.

- **Rates Write-offs and Remissions** **(45 - 47)**
  Chief Financial Officer to speak to the report.

- **Freedom Camping - Noting Report** **(48 - 49)**
  General Manager Regulatory and Compliance to speak to the report.

- **Chief Executive's Quarterly Report** **(50 - 73)**
  Chief Executive to speak to the report.

11. ADMINISTRATIVE RESOLUTIONS

Nil.

12. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI

RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

The general subject of the matters to be considered while the public are 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 the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes - Ordinary Council Meeting 25 June 2026 - Extraordinary Council Meeting 30 June 2026 - CCO Oversight Committee Meeting 16 April 2026	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest		Section
1	Protect the privacy of natural persons, including that of deceased natural persons		(S.7(2)(a))
1	Protect information where the making available of the information:		(S.7(2)(b))
	(i)	would disclose a trade secret; and	
	(ii)	would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	

DATE OF NEXT ORDINARY COUNCIL MEETING
ON 27 AUGUST 2026 AT 1.00 PM
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM

ORDINARY COUNCIL MINUTES

MINUTES OF THE ORDINARY COUNCIL MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 25 JUNE 2026 COMMENCING AT 1.00 PM

The Council Meeting was live streamed to the Westland District Council YouTube Channel and presentations were made available on the Council Website.

1. KARAKIA TĪMATANGA
OPENING KARAKIA

The opening Karakia was led by Cr Martin.

2. MEMBERS AND APOLOGIES

Chairperson:	Her Worship the Mayor
Deputy and Northern Ward:	Cr Burden
Northern Ward Members:	Cr Maitland, Cr Mackenzie
Hokitika Ward Members:	Cr Gillett, Cr Martin, Cr Walker
Southern Ward Members:	Cr Manera, Cr Munns
Iwi Representatives:	Kw Madgwick, Kw Tumahai

NGĀ WHAKAPAAHA
APOLOGIES

Apologies received from Cr Walker and Kw Tumahai.

Moved Cr Burden, seconded Cr Maitland and **Resolved** that the apologies from Cr Munns and Kw Tumahai be received and accepted.

Staff present

B. Phillips, Chief Executive; S. Lewis, Chief Financial Officer; S. Hewett, Governance Administrator; L. Webster, General Manager Regulatory and Compliance; J. Birnie, Strategy and Transformation Manager.

3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST

The Interest Register had been circulated to the Mayor and Councillors, and the following changes were made:
23.06.26 - Cr Munns: Acquisition of Rushes Café Bar and Store in Hari Hari by Udder Confusion Ltd, of which she is the director. (pecuniary, perceived)
23.06.26 - Cr Munns: Spouse has accepted a management position with Pamu Farms at Lake Brunner. (non-pecuniary, perceived).

4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA

4.1. Application for a rates remission extension was received from Norwest Estate which needs to be processed before 30 June 2026.

Moved Cr Munns, seconded Cr Martin and **Resolved** that Council receive and accept the addition of the urgent item to today's Council meeting.

It was agreed that the application will be reviewed at the end of the staff reports in the open part of the meeting.

Deputy Mayor Burden informed the Council of a conflict of interest in this matter and did not participate in the discussion or vote on this matter.

4.2. Kw Madgwick made a request that the notice of motion to be discussed in the public excluded be moved to the open section of the meeting on the grounds that the response report does not contain any sensitive information. The chief executive agreed the report could be released to the public however the appendix paper was still in draft and would need to remain confidential at this time.

Moved Cr Manera, seconded Cr Gillett and **Resolved** that the Notice of Motion from Cr Mackenzie be released to the open section of the council meeting.

Motion Carried

5. PUBLIC FORUM

Nil.

6. NGĀ MENETI O TE HUI KAUNIHERA
MINUTES OF MEETINGS TO BE CONFIRMED

The following council minutes were presented for adoption:

- Ordinary Council Meeting 4 June 2026

Moved Cr Martin, seconded Cr Gillett and **Resolved** that:

1. The minutes of the ordinary council meeting held on 4 June 2026 be confirmed as a true and correct record of the meeting.

Her Worship the Mayor approved that her digital signature be added to the confirmed council meeting minutes.

The following committee minutes were received by Council:

- Risk and Assurance Committee Inaugural Meeting 27 March 2026

Moved Cr Martin, seconded Cr Maitland and **Resolved** that:

1. The minutes of the Inaugural Risk and Assurance Committee meeting held on 27 March 2026 be received.

7. ACTION LIST

The Chief Executive gave an update to the council on the following action list item:

Item 2 - Hokitika Museum Trust Board
Conversations are ongoing and will be framed up to fit into the Long Term Plan process where Council will be able to discuss with more detail about the future governance arrangement for the Hokitika Museum.

Item 5 - Lake Kaniere
The report on the quality of the water at Lake Kaniere has now gone through West Coast Regional Council and council expects to be able to give Councillors an update at the next council meeting.

Item 9 - Freedom Camping
The report following the workshop in May will be presented to Council at the July council meeting with options for Councillors to consider.

Item 11 - Kumara Endowment Fund
The Chief Executive updated the Council that a report is expected at the August council meeting. It was requested that the report is informed by legal advice.

Moved Cr Mackenzie, seconded Cr Munns and **Resolved** that the Action List be received and updated in accordance with the above.

8. NGĀ TĀPAETANGA PRESENTATIONS

Ashley Stuart, the Project Lead for the West Coast Local Government Reform spoke to Council about the ongoing Headstart Programme consultation process.

Topics discussed included:

- The current status of the Headstart Engagement Programme.
- Deadline for the submission of outline proposals to the Government.
- What the community discussions include and what they do not.
- Summary of the feedback received so far.

Ms Stuart left the meeting at 1:54pm

9. PŪRONGO KAIMAHI STAFF REPORTS

Westroads Limited Statement of Intent
The Chief Financial Officer spoke to the noting paper informing Councillors that council have received the Statement of Intent from Westroads Limited, who will come back to present the Statement in July's Council Meeting.

Moved Cr Mackenzie, seconded Cr Manera and **Resolved** that:

1. The report be received.
2. Amend the recommendations on the report to remove item 7.2 "The Council Adopt the Westroads Ltd Statement of Intent 2027"
3. Amend the recommendations on the report to change item 7.3 to "Council direct staff to make the SoI available on the Westland District Council website within 1 month <u>of the date of adoption</u> for a period of no less than 7 years."

Destination Westland Limited Statement of Intent

The Chief Financial Officer spoke to the noting paper informing Councillors that council have received the Statement of Intent from Destination Westland Limited, who will come back to present the Statement in July's Council Meeting.

Moved Cr Mackenzie, seconded Cr Manera and **Resolved** that:

1. The report be received.
2. Amend the recommendations on the report to remove item 7.2 "That Council adopt the Destination Westland Ltd Statement of Intent 2027."
3. Amend the recommendations on the report to change item 7.3 to "Council direct staff to make the SoI available on the Westland District Council website within 1 month <u>of the date of adoption</u> for a period of no less than 7 years."

Financial Report

The Chief Financial Officer (CFO) spoke to the financial report covering the period of 1 - 31 May 2026 and highlighted the following topics:

- This will be the last formal financial report until September while council conducts its Annual Report and Audit process; however staff will continue to advise Council of any significant variances from budget.
- Staffing costs are currently forecast to be approximately $800,000 below budget and operating revenue is tracking above target.
- In response to questions about rates arrears, staff advised there are no unusual trends and Council has not observed an increase in requests for rates relief.
- The report is based on data to the end of May; however, an increase in payments was recorded in June as ratepayers sought to settle balances before the end of the Council financial year.
- A request was made for an aged debtors report. Staff will investigate the possibility of providing this, although such a report is not currently available within the system.
- Staff noted that most arrears are generally short-term in nature.

Moved Cr Mackenzie, seconded Cr Gillett and **Resolved** that the Financial Performance Report to 31 May 2026 be received.

Annual Plan Adoption

The Chief Financial Officer presented the report, tabling a printout of the changes that have been made to the statements found on pages 17-20 of the full Annual Plan and some fees and charges on pages 42 and 50, noting that these changes are due to a presentational issue in the reports with the system not calculating them correctly and that it has no change to the overall numbers nor affects the rates.

Topics discussed included:

- Water and Sewerage Availability Policy
- Economic Assumptions
- Inflation rate
- Staffing costs and service delivery

Kw Madgwick requested that a report come back to Council for discussion about council's FTE.

The changes made during the consultation process have resulted in a final rates increase average of 6.5% rather than the 6% stated in the draft document.

Moved Cr Mackenzie, seconded Cr Munns and **Resolved** that:

1. The report be received.
2. Council adopts the Rating Policy 2026/2027 attached to the report as appendix 1.
3. Council adopts the final Rates Remission Policy 2026/2027 attached to the report as appendix 2.
4. Council adopts the final Annual Plan 2026/2027 noting the following amendments
    a. Council resolutions made during deliberations of the Annual Plan Public Hearings.
    b. The inclusion of the Glacier Township Development Rates attached to the report as appendix 3.
    c. Changes to Financial Statements on pages 17 to 20 of the Annual Plan.
    d. Changes to Fees and Charges on pages 42 and 50 of the Annual Plan.
5. Council directs the Chief Executive to make these documents available to the public following the amendments.

Rates Resolution

The Chief Financial Officer introduced the report which is to strike the rates now that the Annual Plan has been adopted.

Moved Cr Gillett, seconded Cr Maitland and **Resolved** that:

1. The report be received.
2. Council adopts all the rates described and quantified in the Rates Resolution 2026/2027.
3. Council instructs the Chief Executive to strike the rates for the year ended 30 June 2027 in accordance with the Annual Plan 2026/2027.

Projects and Carry Forwards

The Chief Financial Officer introduced the report and highlighted the key projects that have been proposed to carry forward including:

- The Airport improvement project
- Hokitika Wastewater Treatment Plant
- Totara Bridge
    - This project is underway and expected to be completed by calendar year end.
- Other bridges in the district have been assessed as not needing immediate works so the allocated funds for those have been carried forward.

The figures provided are estimates as final numbers are produced after the end of the financial year.

Moved Cr Gillett, seconded Cr Burden and **Resolved** that:

1. The report be received.
2. Council approve the carry forward of funds for the projects itemised in Appendix 1 to the financial year 2026/2027.
3. Council approve the future allocation of funds for specific purposes.

Regional Maritime Safety Programme

The General Manager Regulatory and Compliance spoke to the report which seeks Council approval to enter into a Memorandum of Understanding with Grey and Buller District councils and join the regional discussions on maritime safety.

It was highlighted that there is no cost for the Westland District Council to enter into the MoU as the Harbourmaster has already been fully funded through to the end of 2028 at which time Westland District may be asked to contribute funds.

Moved Cr Martin, seconded Cr Munns and **Resolved** that:

1. The report be received.
2. Council agrees to participate in the memorandum of understanding.

3. Council delegates the authority to the Chief Executive to enter a memorandum of understanding on behalf of Westland District Council with the West Coast Regional Council, Buller District Council, and Grey District Council to facilitate the purpose and objectives of the agreement and the Regional Maritime Safety Programme.

Council agreed to extend the meeting past 2 hours and moving the break to the end of the open section of the meeting.

Application for Rates Remission

The Chief Financial Officer presented the application for an extension to rates remission received from Norwest Estate, making Councillors aware that granting a rates remission does not include the general rate and that the developer will still be required to pay full rates on one property or lot within the development area.

To date, 22 units have been sold and 13 more remain within the development area which comes to the roughly $40,000 worth of rates that would not be received.
Council was called upon to vote on whether to approve or decline the application for a rates remission extension from Norwest Estate; by way of majority vote the Council declined the application.

Deputy Mayor Burden abstained due to a conflict of interest.

Moved Cr Gillett, seconded Cr Maitland and **Resolved** that:
1. The Report be received.
2. Council rejects the application from Norwest Estate to extend the period of rates remission at their subdivision at Seaview for a one year period.
3. Council instructs staff to process the rejection of the application.
4. Council instructs staff to review the policy for clarification.

Cr Martin recorded her vote against the motion.

Notice of Motion

Cr Mackenzie presented a Notice of Motion to the council (attached as **appendix 1 to these minutes**) in accordance with Standing Orders 27.1.

Motion seconded by Cr Gillett and **Resolved** that:
1. The Notice of Motion be received and accepted.

The Chief Executive clarified that the response report provided pertains to information the council is able to disclose to the public however any disclosure of staffing details would open up the Council to employment relation risks.

Moved Cr Maitland, seconded Cr Gillett and Resolved:
1. Council receives the response report in the public section of the meeting.
2. Council retains the appendix to the report in the public excluded section of the meeting.
3. Further discussion on the Notice of Motion will be held in the public excluded section of the meeting.

10. ADMINISTRATIVE RESOLUTIONS

Nil.

11. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

Moved Cr Gillett, seconded Cr Martin and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3.32 pm.

The general subject of the matters to be considered while the public are 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 the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes - Ordinary Council Meeting 4 June 2026 - Risk and Assurance Committee Inaugural Meeting 27 March 2026	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2.	Notice of Motion and Council Response	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
3.	Licence to Occupy	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
4.	Coast Waters - Ratification of Board Appointments	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest	Section
1, 3, 4	Protect the privacy of natural persons, including that of deceased natural persons	(S.7(2)(a))
1, 2, 3, 4	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	(S.7(2)(b))
1, 2, 3	Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information (i) would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; (ii) would be likely otherwise to damage the public interest;	(S.7 (2)(c))
2, 3	Maintain the effective conduct of public affairs through - (i) the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) applies, in the course of their duty; or (ii) the protection of such members, officers, employees, and persons from improper pressure or harassment;	(S.7(2)(f))
2, 4	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities;	(S.7(2)(h))

Moved Cr Maitland, seconded Cr Gillett and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly, the meeting went back to the open part of the meeting at 5.20 pm.

MEETING CLOSED AT 5.20 PM

Next Ordinary Council Meeting – 23 July 2026 at 1.00 pm
Council Chambers, 36 Weld Street, Hokitika and via Zoom

Confirmed by:

Mayor Helen Lash **Date: 23 July 2026**
Chair

EXTRAORDINARY COUNCIL MINUTES

MINUTES OF THE ORDINARY COUNCIL MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON TUESDAY 30 JUNE 2026 COMMENCING AT 3.00 PM

The Council Meeting was live streamed to the Westland District Council YouTube Channel and presentations were made available on the Council Website.

1. KARAKIA TĪMATANGA
OPENING KARAKIA

The opening Karakia was led by Her Worship the Mayor.

2. MEMBERS AND APOLOGIES

Chairperson:	Her Worship the Mayor
Deputy Mayor and Northern Ward:	Cr Burden
Northern Ward Members:	Cr Maitland, Cr Mackenzie
Hokitika Ward Members:	Cr Gillett, Cr Martin, Cr Walker
Southern Ward Members:	Cr Manera, Cr Munns
Iwi Representatives:	Kw Madgwick, Kw Tumahai

NGĀ WHAKAPAAHA
APOLOGIES

Apologies received from Cr Munns and Cr Walker.

Moved Cr Mackenzie, seconded Cr Maitland and **Resolved** that the apologies from Cr Munns and Cr Walker be received and accepted.

ABSENT:
Cr Martin, Cr Gillett, Kw Madgwick, Kw Tumahai.

Staff present
B. Phillips, Chief Executive; E. Bencich, General Manager District Assets; S. Lewis, Chief Financial Officer; L. Webster, General Manager Regulatory and Compliance; S. Hewett, Governance Administrator.

3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST

The Interest Register had been circulated to the Mayor and Councillors, and no changes have been made this month.

4. PŪRONGO KAIMAHI
STAFF REPORTS

Annual Plan Fees and Charges Amendments

The Chief Financial Officer spoke to the report to amend the fees and charges tables that were approved by Council at the meeting held on 25 June 2026, clarifying that where a change states $0 it is due to its omission from the previous table and not a completely new charge.

Moved Cr Manera, seconded Cr Burden and **Resolved** that:

1. The report be received.
2. Council adopt the revised fees and charges.
3. Council directs the Chief Executive to make the relevant amendments to the Annual Plan 2026/2027 and make it available to the public.

5. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO GO INTO PUBLIC EXCLUDED

Moved Cr Manera, seconded Cr Mackenzie and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3.09 pm.

The general subject of the matters to be considered while the public are 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 the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Licence to Occupy	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest		Section
1	Protect the privacy of natural persons, including that of deceased natural persons		(S.7(2)(a))
1	Protect information where the making available of the information:		(S.7(2)(b))
	(i) (ii)	would disclose a trade secret; and would be likely unreasonably to prejudice the commercial position of the person who	

Item No.	Interest		Section
		supplied or who is the subject of the information	
1	Maintain legal professional privilege		(S.7(2)(g))

Moved Cr Mackenzie, seconded Cr Maitland and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly, the meeting went back to the open part of the meeting at 3.53 pm.

MEETING CLOSED AT 3.53 PM

Next Ordinary Council Meeting – 23 July 2026 at 1.00 pm
Council Chambers, 36 Weld Street, Hokitika and via Zoom

Confirmed by:

Her Worship the Mayor **Date: 23 July 2026**
Chair

COUNCIL CONTROLLED ORGANISATION OVERSIGHT COMMITTEE MEETING MINUTES

MINUTES OF THE INAUGURAL COUNCIL CONTROLLED ORGANISATION OVERSIGHT COMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON WEDNESDAY, 16 April 2026 COMMENCING AT 1 PM

The meeting was livestreamed to the Westland District Council YouTube channel. Presentations are available on the Council website.

1. MEMBERS AND APOLOGIES

Chairperson:	Her Worship the Mayor
Members:	Deputy Mayor Burden
	Cr Gillett
	Kw Madgwick
	Kw Tumahai

NGĀ WHAKAPAAHA
APOLOGIES
Apology received from Kw Madgwick.

Moved Deputy Mayor Burden, seconded Cr Gillett and **Resolved** that the apology from Kw Madgwick be received and accepted.

ABSENT

Nil

STAFF PRESENT
B Phillips, Chief Executive; S Lewis, Chief Financial Officer; S. Hewett, Governance Advisor; N. Martin, Governance and Communications Officer.

2. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST
The Interest Register had been circulated.

There were no changes made to the Interest Register.

3. NGĀ MENETI O TE HUI KAUNIHERA
MINUTES OF MEETINGS
Council Controlled Organisation Oversight Committee Meeting Minutes - 28 January 2026

Moved Cr Burden, seconded Gillett and **Resolved** that the minutes of the Council Controlled Organisation Meeting held on the 28 January 2026 be confirmed as a true and correct record of the meeting.

4. ACTION LIST

Item No.	Date Added	Item	Action	Completion Target Date	Officer	Current Status	Date and Next Steps	Status
3	27/03/2025	Destination Westland Ltd: Financial returns for individual businesses.	Financial information to be split to give a clearer picture of financial returns of each business going forward and be provided to the Committee.		G. Bishop	This item to come back to committee on:	2-Jul-26	Open
5	27/03/2025	Destination Westland Ltd: Land and Building Fixed Assets and Assets Under Construction Information	Chair Bishop to provide a breakdown of the 14 million Land and Building Fixed Assets along with clarification of $105,000 of Assets Under Construction to the Committee.		G. Bishop	This item to come back to committee on:	2-Jul-26	Open
7	27/03/2025	Aeronautical Fees	Update on negotiation of aeronautical fees review.		M. Anderson	Due to commercial sensitivity, an update will be provided to a future meeting of the committee.	2-Jul-26	Open
9	27/03/2025	Committee Workplan	Update on Workplan to be provided to the Committee.		H. Lash	Workplan was discussed in 28 Jan 2026 Meeting - to be updated for 26/27 then adopted by committee	16-Apr-26	Open

Destination Westland Limited were updated on their outstanding actions which are due to be reported back to the Committee in the 2 July Meeting.

Item 9 - Committee Workplan will be presented to the Committee on today’s agenda for adoption.

4. PŪRONGO KAIMAHI
STAFF REPORTS

Updated Workplan
The Chief Financial Officer spoke to the updated workplan, highlighting that it is largely unchanged from the previous year other than to reflect due dates for 2026/2027 financial year.

Moved Cr Gillett, seconded Cr Burden and **Resolved** that:
1. The updated workplan be received.
2. The updated workplan be adopted by the CCO Oversight Committee.

6. NGĀ TĀPAETANGA
PRESENTATIONS

Westroads Limited Half Year Report to 31 December 2025
The Westroads Limited Chair presented the report touching on the following:

- **Financial performance:** Revenue is $2.6M below budget, with a corresponding drop in gross revenue. Profitability is expected to decline despite a strong balance sheet and reduced debt.
- **People and Operations:** Staff retention is improving and there have been no reported WorkSafe incidents.
- **Cost pressures:** Rising fuel prices are a major issue, adding around $100K per month in costs, with about $40K currently unrecovered. Supply remains stable.
- **Risks:** There is a risk that increased costs could flow through to clients, potentially affecting their ability to proceed with projects.
- **Mitigation & outlook:**
    - Some contracts include fuel price adjustments, and pricing is expected to increase over time, though there is a lag.
    - Margins had been improving before the fuel cost spike.
    - The organisation is financially positioned to manage current challenges but must adapt to ongoing economic pressures.
- **Strategic considerations:**
    - A new piece of land has been secured.
    - There may be a need for a more flexible, dynamic approach, including possibly diversifying the CCO role if economic challenges persist.

Moved Cr Gillett, seconded Cr Burden and **Resolved** that:
1. The report be received.

Westroads Limited 2026/2027 Statement of Intent
The Westroads Limited Chair spoke to the draft Statement of Intent, informing the Committee that the Board has reviewed the letter of expectation and stating that most of the expectations outlined are already embedded within the CCO.

The Westroads Limited Chair raised concerns around the expectation of profitability due to sensitivity around publishing commercial figures and contracts publicly. Westroads is also hesitant to commit to 2030 projections at this point in time due to the economic instability currently being seen in the sector, largely brought about by the conflict in the Middle East. Risk registers still need to be updated to reflect the level of risk this imposes but the impact on fuel has been immediate which has made it difficult to react to.

Moved Cr Gillett, seconded Cr Burden and **Resolved** that:

1. The Westroads Limited Draft Statement of Intent be received.

2. The Committee recommend the Draft Statement of Intent to Council for adoption.

Meeting adjourned at 1:30pm.
Meeting reconvened at 1:56pm.

Destination Westland Half Year Report to 31 December 2025

The Destination Westland Chief Executive presented the report on behalf of the Chair who was appointed after the period the report covers.

The Destination Westland Chief Executive gave a summary of the report, highlighting the following:

- **Revenue:** Down on budget due to lower than forecast landing fees and a reduction in royalties and commissions on gravel and moss.
- **Wildfoods Festival:** Costs for the event fall within this reporting period however the revenue generated isn't recognised until March 2026, creating a timing mismatch that negatively affects the figures in this report.
- Power costs were up 21% and regional rates up $8000 against forecast.
- **Cash position:** A $500,000 loan repayment was made on 30th June 2025 leading to reduced cash during this reporting period however this is now rebuilding as expected.
- North Runway Gold Mining project started later than expected which has had an impact on the reporting period figures. Noting that Destination does not have any Capital Investment in the project and there is an obligation to restore the land to a usable state.
- Pensioner housing is a community service and currently runs at a financial loss and it was agreed that future discussion on how this is managed needs to be had.
- Looking forward, Destination Westland are tracking towards breaking even for the financial year however there remains uncertainty due to current economic conditions.

Moved Cr Gillett, seconded Cr Burden and **Resolved** that:

1. The Report be Received.

Destination Westland 2026/2027 Statement of Intent

The Destination Westland Chair spoke to the draft Statement of Intent noting that changes are expected in the final version, focussing on how airport land can be used or developed however due to commercial sensitivity will need to be discussed further in the public excluded section of the meeting.

The Chair raised that there is currently a public perception around the organisation being difficult to work with and therefore wants to emphasise a shift towards being customer centric and easy to work through and this has been expressed within Destination Westland's mission statement and values.

There is a key focus in the upcoming year on improving regular passenger transport in and out of Hokitika Airport which will be expressed through the upgrades to the runway lighting to improve pilots' ability to land in poorer visibility conditions and improving the customer experience at the airport starting with reopening the café within the terminal rather than the coffee cart currently operating outside.

The crosswind runway has been closed since February due to surface conditions, the causes of which have now been investigated and monitored and Destination Westland will be working towards reopening it on a semi-permanent basis, only closing it again when it causes a safety issue, the cause of which is now believed to be excessive rainfall.

Moved Cr Burden, seconded Cr Gillett and **Resolved** that:

1. The Destination Westland Statement of Intent be received as draft.
2. Feedback be given prior to the final draft coming back to council by June.

7. RESOLUTION TO GO INTO PUBLIC EXCLUDED

Moved Cr Gillett, seconded Cr Burden and Resolved that Council move into the Public Excluded Section of the meeting at 2:19pm.

DATE OF NEXT COUNCIL CONTROLLED ORGANISATION OVERSIGHT COMMITTEE MEETING – 2 JULY 2026
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM

MEETING CLOSED AT 2.37 PM

Confirmed by the Council Controlled Organisation Oversight Committee at their meeting on 2 July 2026.

____
Her Worship the Mayor **Date:**
Chair

23 July 2026 Council Action List

Item No.	Date Added	Item	Action	Completion Target Date	Officer	Current Status	Date and Next Steps	Status
2	26.09.2024	Hokitika Museum Trust Board Formation	Information regarding the formation of a Trust Board		General Manager Business Enablement	Her Worship the Mayor advised that before a Trust is established, there needs to be an understanding of the current management structure, staffing, operational costs, a full set of financial records, including operational costs, the proposed future plans, and the future projections of the Museum.	Conversations are continuing in this space. Once the background work is complete a paper will be presented to council as part of the LTP discussions.	Open
5	22.05.2025	Lake Kaniere	Request for a round table meeting to discuss issues at Lake Kaniere.		GM District Assets	Various items relating to Lake Kaniere were raised at the 22 May 2025 Extraordinary Council Meeting.	The Lake Kaniere Water Testing report conducted by WCRC has now been completed and presented to Regional's Environmental Management Committee. This information has been requested from WCRC and a report is planned for July's Council meeting.	Open
9	26.04.2026	Freedom Camping	Report to Council	1/11/2026	GM Regulatory and Compliance	Workshop completed on 4th May 2026.	Report to Council in July with options.	Open

11	04.06.2026	Kumara Endowment Fund	Council Staff to investigate the current structure of the Kumara Endowment Fund	27/08/2026	Chief Financial Officer	Council have instructed staff to investigate the current structure of the Kumara Endowment Fund and look into any ways that it might be modernised.	Staff to look into current Endowment Fund structure and report back to Council in August	Open
12	25.06.2026	Westroads Statement of Intent	Westroads Chair to present their statement of intent to council for adoption	27/08/2026	Chief Financial Officer	At council on 25 June it was stated that Westroads would present their statement of intent to council at July's meeting, following the CCO Oversight Committee meeting held on 2 July, this has now changed to the 27 August meeting due to scheduling issues.	Westroads Board Chair will present the Statement of Intent at the 27 August Council meeting.	Open
13	25.06.2026	Rates Remission Policy	Review the policy's wording to make it more clear on the qualifying criteria		Chief Financial Officer	The review will be addressed during the Long Term Plan process.	Move this action into the long term planning process to be captured there.	Open

Mayor's Monthly Report

Apologies for no report last month due to my hospitalisation and recovery period and my gratitude to Deputy Mayor Burden for covering for me in my absence.

I would also like to acknowledge Cr Martin for representing me at community functions and delivering speeches on my behalf.

ATTENDED:

Invite of TV One News

Presentation and update in Franz Josef by Skyline Enterprises – re local Gondola plans

OFFICIAL MEETINGS:

- Hosted & met with Minister Meager regarding Franz Josef & Westland
- Hosted MCIF meeting with Minister Meager regarding Local Government Reform; economic development; roading resilience

- CANCELLED DUE TO STORM: Minister Patterson visit to Franz Josef regarding stage 2 RIF project completion.
- Met with Minister Patterson to discuss Future Franz Project
- Met with Craig Churchill – Regional Public Service Commissioner for Social Development. Discussed MTFJ - employment in youth; new approach to job seekers etc
- Met with NZTA regarding SPR's; speed restriction requirements; bridge funding
- Attended Mihi with Coast Waters Board; discussions with Board
- Coast Waters Shareholders Representative Forum meeting

- Mayors, Chair & Iwi fortnightly leadership group meetings – Local Govt Reform Head Start process being the set agenda item currently.

DIA in attendance for Greymouth meeting. Second meeting held in Buller, third Westland.

- TTPP Committee Meeting – monthly meeting
- TTPP Positions Subcommittee emergency meeting regarding hearings; multiple hearing meetings

- Pre-briefing with WCRC on up-coming Franz Rating District meeting
- Introduction to Westroads newly appointed CE, accompanied by Chair of Westroads Board
- Coast Waters – shareholders representative forum: Mtg 1 - developing statement of expectations. Mtg 2 – finalising Coast Waters Statement of Expectation.
- Wilderness Trail Trust meeting – to discuss culverts, bridges, funding etc
- CCO Committee Meeting
- LTP Workshops with councillors and Senior leadership Team

PUBLIC EVENTS ATTENDED AS MAYOR / INVITED TO PRESENT AT:

- Ex-coasters Tasman/Marlborough Region event – invited to speak on Waitaha Hydro Dam development; Radius Care Retirement Village & Hospital for Hokitika. Attended by 185 ex-West Coasters.
- Attended the official opening of the new Greymouth Library Building
- Business Leaders Networking Event in Greymouth with Minister Louise Upston
- Matariki Celebrations in Hokitika – 10th – 11th July
- Invited to welcome/speak at the book launch of Julia Bradshaw – Regent Theatre

INFORMAL MEETINGS & ISSUE MANAGEMENT:

- Met with Chair of Okarito Native Plants Trust who run the Okarito Plant Project – an award-winning regenerative tourism & conservation initiative based in South Westland.
- Department of Conservation briefing on Conservation Amendment Bill & National Conservation Policy Statement consultation update
- Meeting with Minister Patterson and Kanoa lead regarding Franz Josef Future Franz project
- Hosted New Zealand First MP Andy Foster: discussed issues within Westland, growth & productivity; local economy; visited Racecourse site; visited WestCo Lumber Co & Westland Schist businesses.
- Don Neale (Hokitika Driftwood sign) asked to meet with me to discuss the rebuild of his sign; offered my support.
- Meeting with East West Developments regarding Racecourse developments
- Road safety meeting regarding speed limits around Hokitika

INTERVIEWS:

TV One News – interview with Don Neale regarding Hokitika Driftwood sign removal.

FUTURE FRANZ WORK:

- Final review of content of Ministerial Briefing paper before signing off. Communication to Franz Josef wider community with summarised break-down of Future Franz Ministerial Briefing paper.
- Pre-engagement with Ministers Patterson & Meager
- Meeting date with Ministers to be confirmed

Report to Council

DATE: 23 July 2026

TO: Mayor and Councillors

FROM: Chief Financial Officer

Destination Westland Ltd (DWL) Statement of Intent 2027

1. Summary

1.1. The purpose of this report is to present the Destination Westland Ltd Statement of Intent (SoI) for the period 1 July 2026 to 30 June 2027.

1.2. This issue arises from the statutory requirement for DWL to present the final SoI for adoption for the period 1 July 2026 to June 2027.

1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2025, which are set out in the Long Term Plan 2025–2034.

1.4. This report concludes by recommending that Council adopt the Destination Westland Ltd Statement of Intent for the period 1 July 2026 to 30 June 2027.

2. Background

2.1. The reason the report has come before the Council is due to the requirements of the Local Government Act 2002 (LGA) Part 5 s64 that every Council Controlled Organisation must prepare and adopt a statement of intent in accordance with Part 1 of Schedule 8.

3. Current Situation

3.1. The current situation is that the directors of DWL are submitting the SoI to Council for adoption.

3.2. Under the Local Government Act 2002 (LGA) Schedule 8 the SoI must reflect information in respect of the financial year it relates to and the following two financial years.

3.3. The DWL SoI contains the budget for 2026/27 financial year and forecasts for 2027/28 and 2028/29 and therefore meets the requirements of the LGA Schedule 8.

3.4. DWL board of directors were provided with a letter of expectation and updated the Final SoI in line with that letter.

3.5. DWL presented the SoI at the July 2027 CCO committee, and the committee recommended that Council adopt the SoI.

4. Options

4.1. Option 1: That Council adopt the Destination Westland Ltd Statement of Intent 2027.

4.2. Option 2: That Council request changes to the Statement of Intent 2027.

5. Assessment of Options (including Financial Considerations)

5.1. Option 1 – That Council adopt the Destination Westland Ltd SoI.

Under the LGA the shareholder must adopt a statement of intent. The statement of intent includes specific mandatory information which allows the shareholder to understand the performance of the CCO and should align with Council strategy.

5.1.1. There are no financial implications to this option**.**

5.2. Option 2 – That Council request changes to the Statement of Intent.

There is opportunity under the LGA Schedule 8 to carry out an amendment to the SoI. Any amendment would be by resolution of Council.

6. Preferred Option(s) and Reasons

6.1. The preferred option is Option 1

6.2. The reason that Option 1 has been identified as the preferred option is that the SoI has been provided in draft form to Council earlier in the year, which allowed for Council to provide comments and changes to the plan already.

7. Recommendation(s)

7.1. That the report be received.

7.2. That Council adopt the Destination Westland Ltd Statement of Intent 2027.

7.3. That Council direct staff to make the SoI available on the Westland District Council website within 1 month of this date for a period of no less than 7 years.

Stephen Lewis
Chief Financial Officer

Appendix 1: Destination Westland Ltd Statement of Intent 2027

BUILT ON CONNECTION · GROUNDED IN SOLUTIONS · FOCUSED ON COMMUNITY

Statement of Intent

Destination Westland Limited

For the three years commencing 1 July 2026

Contents

01

Introduction

Destination Westland Limited is a Westland District Council-Controlled Organisation for the purposes of the Local Government Act 2002, registered under the Companies Act 1993.

This Statement of Intent is prepared in accordance with Section 64 and Schedule 8 of the Local Government Act 2002, and outlines the company's objectives and forecasts for the three years commencing 1 July 2026.

OUR MISSION

We manage and develop the infrastructure our region depends on — from Hokitika Airport and Glacier Country Heliport that keep people, the economy and tourism moving, to property assets that generate sustainable revenue for the long term. As a responsible steward of public assets, we work alongside our shareholder, iwi and the communities we serve to deliver safe, practical outcomes — and to remain financially resilient so aviation and community services can thrive for generations to come.

02

Our Values

Safety First

Not a competing priority — the foundation everything else is built on. We hold ourselves and those who work with us to the highest standards.

Solutions-Focused

We meet challenges with clarity and action, finding practical, workable answers that move things forward.

Customer-Oriented

Our stakeholders are at the centre of everything we do. We listen, we understand, and we deliver services that earn trust.

Responsive & Practical

We don't overcomplicate things. We show up, follow through, and give people straightforward answers and timely action.

Easy to Work With

Good relationships are built on good experiences — straightforward, reliable, and constructive every time.

Community Connected

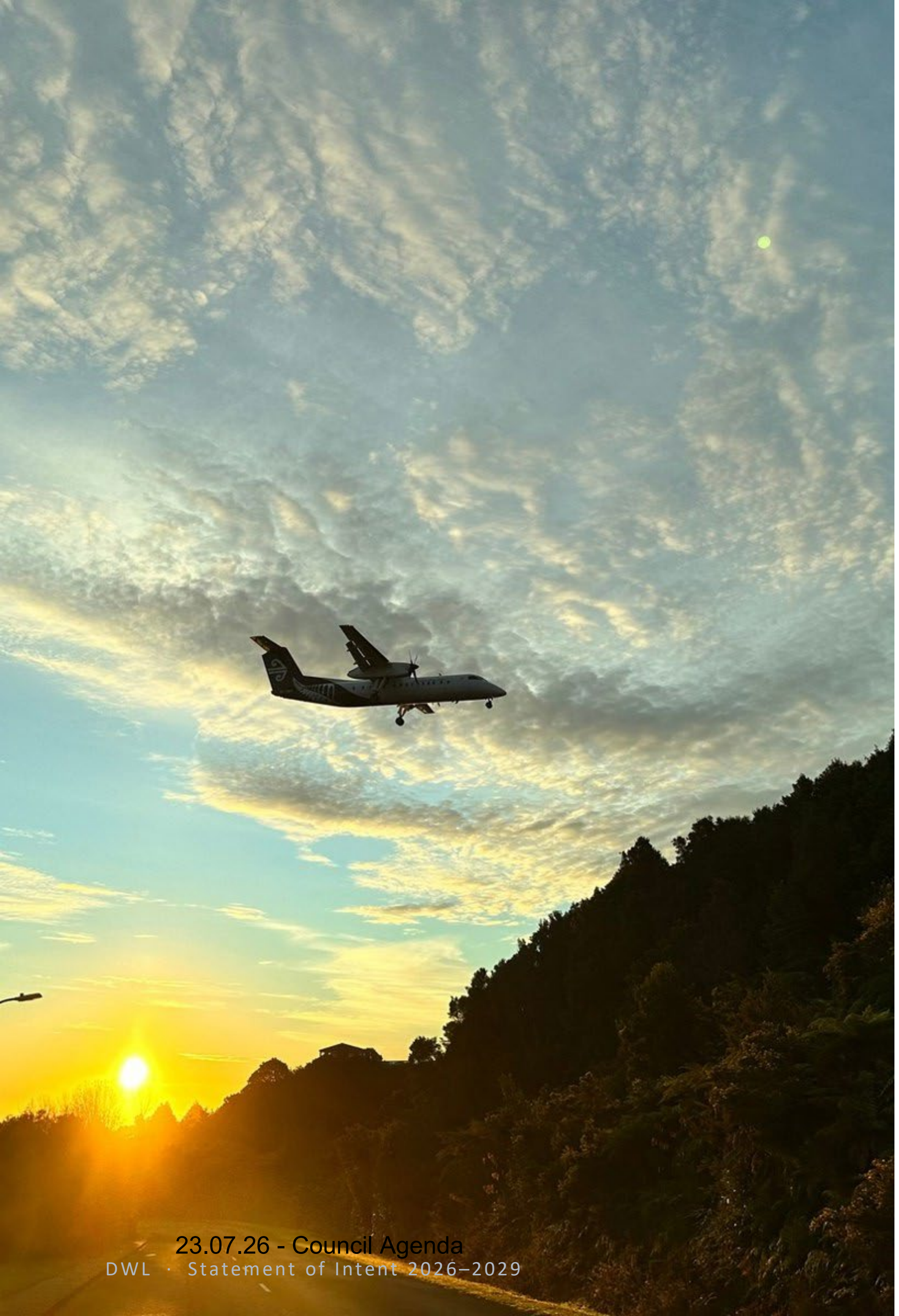
We are part of the fabric of this region. Our decisions reflect our responsibility to ratepayers, mana whenua, and the communities who depend on us.

02

A SEVENTH VALUE

Thinking Beyond Aviation

A sustainable future requires more than runway revenue. We're actively exploring how our land and property assets can generate new opportunities — building the financial resilience that protects our core services and ensures we can keep delivering for our community long into the future.



03

Strategic Direction

PURPOSE

To connect people, place and community — operating safe airport, heliport and property assets that serve our region, supports tourism & our community, care for our environment, and create lasting value for ratepayers today and into the future.

We align with the priorities of WDC's Long-Term Plan, particularly around infrastructure resilience, sustainable development, and effective stewardship of public resources.

KEY FOCUS AREAS · 5–10 YEARS

- **Airport & Heliport Development** Maintain and upgrade aeronautical infrastructure to ensure regulatory compliance and long-term regional air connectivity and resilience
- **Commercial Growth & Land Development** Maximise value from leased and underutilised land where compatible with aviation use and aligned to our mandate.
- **Property Portfolio Management** Manage residential and commercial portfolios to improve performance and enable potential divestments.
- **Operational & Digital Efficiency** Invest in systems that enhance performance visibility, compliance, automation and decision-making.
- **Environmental Sustainability** Embed sustainability in asset decisions, including renewable energy (solar feasibility) and low-impact design.

04

Goals & Objectives

Health, Safety & Risk

- Embed a CAA-compliant Safety Management System across both aerodromes.
- Promote health, safety and wellness through regular team engagement.
- Identify critical risks and develop plans to mitigate them.

Commercial

- Develop new opportunities — manage and leverage assets to attract investment.
- Conduct business professionally, consistent with our mandate and this SOI.
- Deliver both financial and non-financial returns to the Shareholder.

Growth Focus

- Grow and diversify revenue from existing activities.
- Seek out opportunities for new revenue streams.
- Be enabling for partnership in new activities.
- Enhance the value of the Shareholders' investment.

05

Governance

Directors are appointed by the shareholder, Westland District Council, on a rotation policy. The Board governs and directs the company's activities — setting strategy, directing financial management to achieve strategic objectives, monitoring performance at a high level, managing risk and compliance, and maintaining “no surprises” communication with Council

Director	First Appointed	Term Ends	Re-eligible
Greg Bishop (Chair)	January 2026	AGM 2029	Yes
Marie-Louise Tacon	November 2021	AGM 2028	Yes
Peter De Goldi	December 2022	AGM 2026	Yes

BOARD RESPONSIBILITIES

- Strategic vision & governance
- Financial planning & management to achieve strategic objectives
- Company performance monitoring & review
- Manage risk & compliance requirements
- Governance-level relationships with shareholder, iwi & stakeholders
- A governance culture that aligns with delivery of our vision, values & objectives

Evaluation & training: Board evaluation is conducted at least biannually, facilitated by the Chair. Directors review training requirements annually to maintain professional standards.

06

Activities of the Company

Managing Core Infrastructure

Developing and executing a long-term strategy to oversee and enhance Westland's critical infrastructure — the Airport, Heliport and Property portfolio.

Leveraging Our Assets

Generating operating profit across our focus areas by boosting aviation movements, enhancing land utilisation and fostering business growth linked to our assets.

Attracting Investment

Working with government partners and private investors aligned to our core focus areas to establish sustainable, appropriate capital and infrastructure investment.

Airport · Heliport · Property

07

Performance Measures & Targets

Financial Results

Interest Cover	> 2
Pre-Tax ROE	1–6%
Net Debt / EBITDA	< 5x
FFO / Net Debt	12–20%

Health, Safety & Risk

"Major" CAA findings	Zero
Notifiable WorkSafe incidents	Zero
TRIFR	< 2
H&S system review	Quarterly

Aeronautical

Annual passenger movements	+20%
Independent SMS review	Completed

Environmental

Greenhouse gas emissions	Annual ↓	Net-zero pathway plan	5-year plan
Waste to circular economy	Annual ↓		

Communication

CCO committee communication requirements	Meet/Exceed	Tenant satisfaction survey	By 30 Jun 27

08

Prospective Financial Statements

Prepared under NZ GAAP (PBE standards) for the three years ending 30 June — Destination Westland Limited

Statement of Comprehensive Income

For the years ending 30 June

	2027	2028	2029
	$000	*$000*	*$000*
Revenue from Exchange Transactions			
Lease Income	1,768	1,837	1,892
Services	74	80	88
Landing Fees	729	824	906
Total Revenue from Exchange Transactions	**2,571**	**2,741**	**2,887**
Total Revenue from Non-Exchange Transactions	–	–	–
Total Revenue	**2,571**	**2,741**	**2,887**
Less Expenditure			
Operating Expenses	972	981	1,030
Depreciation & Impairment Losses	350	375	443
Change in Fair Value of Investment Property	20	20	20
Interest Expense	100	90	85
Service Delivery Costs	105	122	126
Occupancy Costs	658	730	785
Total Expenses	**2,205**	**2,318**	**2,488**
Surplus/(Deficit) before Income Tax	**366**	**423**	**399**
Income Tax Expense/(Credit)	(11)	(12)	(11)
Subvention Payment	113	130	123
Surplus/(Deficit) for the Period	**263**	**303**	**287**
Gain on Land, Building & Runway Revaluation	–	–	250
Deferred Taxation on Revaluation	–	–	(70)
Total Comprehensive Income	**263**	**303**	**467**

Statement of Financial Position

As at 30 June

	2027	2028	2029
	$000	*$000*	*$000*
EQUITY			
Share Capital	9,130	9,130	9,130
Retained Earnings	1,033	1,336	1,623
Asset Revaluation Reserve	5,907	5,907	6,087
Total Equity	**16,070**	**16,373**	**16,840**
CURRENT ASSETS			
Total Current Assets	1,045	780	1,065
Total Current Liabilities	589	591	547
Working Capital (Deficit)	**456**	**189**	**518**
NON-CURRENT ASSETS			
Total Non-Current Assets	20,795	20,865	21,073
NON-CURRENT LIABILITIES			
Loans	2,500	2,000	2,000
Deferred Tax Liability	2,681	2,681	2,751
Total Non-Current Liabilities	**5,181**	**4,681**	**4,751**
Net Assets	**16,070**	**16,373**	**16,840**

08

Prospective Financial Statements

Continued — Statement of Changes in Equity and Statement of Cash Flows

Statement of Changes in Equity

For the years ended 30 June ($000)

	Share Capital	Asset Reval. Reserve	Retained Earnings	Total
Balance 1 July 2026	**9,130**	**5,907**	**771**	**15,808**
Profit/(loss) for the period	–	–	263	263
Balance 30 June 2027	**9,130**	**5,907**	**1,033**	**16,070**
Profit/(loss) for the period	–	–	303	303
Balance 30 June 2028	**9,130**	**5,907**	**1,336**	**16,373**
Profit/(loss) for the period	–	–	287	287
Other Comprehensive Income	–	250	–	250
Deferred Tax on Revaluations	–	(70)	–	(70)
Balance 30 June 2029	**9,130**	**6,087**	**1,623**	**16,840**

Statement of Cash Flows

For the years ended 30 June

	2027	2028	2029
	$000	*$000*	*$000*
Net Cash Flows from Operating Activities	617	550	670
Net Cash Flow from/(to) Investing Activities	(500)	(295)	(450)
Net Cash Flow from/(to) Financing Activities	–	(500)	–
Net Increase/(Decrease) in Cash	**117**	**(245)**	**220**
Add Opening Bank Accounts & Cash	528	645	400
Closing Bank Accounts & Cash	**645**	**400**	**620**

Financial Targets

For the years ended 30 June

	2027	2028	2029
EBITDA ($000)	465	511	484
Interest Coverage	4.66	5.70	5.69

Aeronautical Assets

For the years ended 30 June

	2027	2028	2029
	$000	*$000*	*$000*
Revenue from Aeronautical Assets	729	824	906
Aeronautical Assets Value	**6,015**	**6,250**	**6,500**

BASIS OF PREPARATION

These prospective financial statements are forecasts prepared under NZ GAAP (PBE standards, Tier 2 RDR). They reflect the assumptions of conditions expected to exist; actual results are likely to vary and variations may be material.

Capital, Acquisitions & Asset Disposal

Our capital and asset management framework focuses on efficient, compliant stewardship of the company's assets. The 10-year capital plan will be reviewed annually with WDC to ensure transparency and alignment.

Over the next 10 years we intend to:

- Maintain and renew aeronautical assets for safety, compliance and continuity.
- Invest in enhancements that support air service, heliport growth and compatible commercial activity.
- Strengthen asset management through better data, systems and forecasting.
- Align capital with strategic priorities, lease terms and shareholder expectations.

$500,000

SIGNIFICANT PURCHASES

WDC approval required for purchases or developments above this value, including funding mechanism.

Special Resolution

ACQUIRING INTERESTS

No shares in any company acquired without shareholder special resolution.

$100,000

ASSET DISPOSAL

No company asset above this value sold or disposed without shareholder special resolution.

10

Risk & Project HARP

RISK MANAGEMENT

The Company maintains documented risk assessments identifying key risks and mitigation strategies, reviewed regularly for continuous improvement. Formal Fraud and Communication Policies are in place, and the Company works with WDC on communication protocols with elected members, staff and stakeholders.

Hokitika Airport — Project HARP Collaboration

DWL acknowledges the significant capital works programme at Hokitika Airport, led by WDC. While Council retains overall responsibility, DWL works closely with the project team to support safe, compliant, coordinated delivery:

- Maintain the project management plan with the Council-appointed team
- Keep operations safe and CAA Part 139 compliant; coordinate airside access
- Participate in risk reviews and support governance through joint planning

11

Reporting to Shareholders

DWL operates on a "no surprises" basis on significant shareholder matters, especially those likely to raise community or political concern, within commercial sensitivity obligations.

Statement of Intent

Draft to shareholder by 1 March; comments by 1 May; final no later than 30 June, then made public.

Half-Yearly Report

Delivered by 28 February — Directors' report plus condensed income, equity, position and cash flow statements.

Quarterly Report

Between half-year and annual reports — operations performance, future outlook and any special events.

Annual Report

Delivered by 30 September — full audited financial statements, operations review and performance vs objectives.

Annual Shareholder Meeting

Held by 31 December each year.

12

Accounting, Distribution & Local Authority

Accounting Policies

Balance date 30 June. Policies comply with the Companies Act 1993, Financial Reporting Act 2013, Local Government Act 2002 and NZ GAAP. Tier 2 public benefit entity reporting under the Reduced Disclosure Regime.

Distribution Policy

Distributions paid as dividends or subvention payment to WDC, agreed annually. Subvention reflects tax value of losses utilised at the corporate rate (currently 28%). Total liabilities not to exceed 30% of total assets without WDC approval.

Sale of Goods / Services

DWL may seek compensation from WDC or its subsidiaries for property and other services. All such activities are conducted at market rates and reported in WDC's annual report.

BUILT ON CONNECTION · GROUNDED IN SOLUTIONS · FOCUSED ON COMMUNITY

Destination Westland Limited

Hokitika Airport, 13 Airport Drive, Hokitika 7810
www.destinationwestland.co.nz

Report to Council

DATE: 23 July 2026

TO: Mayor and Councillors

FROM: Chief Financial Officer

Rates write offs and remissions 2025-26

1. Summary

1.1. The purpose of this report is to request Council approval to write off rate debts deemed uncollectable, and to apply remissions, for the financial year ended 30 June 2026.

1.2. This issue arises due to the requirement in Council's Delegation Manual that requires the Chief Financial Officer to report to Council all rate remission and debt written off in a financial year and all penalties remitted in a financial year.

1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2025, which are set out in the Long-Term Plan 2025–2034.

1.4. This report concludes by recommending that Council approves the total proposed rates write-offs and remissions of $267,111 excluding GST and penalty remissions of $75,470 excluding GST.

2. Background

2.1. Rate Remissions are applied in accordance with Council's Rates Remissions Policy and section 85 of the Local Government (Rating) Act 2002 (LGRA).

2.2. Write-offs are a last resort after Council exhausts all reasonable avenues to collect outstanding rates. Write offs are applied in accordance with Council's standard operating procedure and section 90A of the LGRA.

There are two circumstances which compromise Council's ability to recover overdue amounts:

Section 65 of the LGRA precludes the commencement of any court action to recover unpaid rates that are more than six years past due.

Part 4 of the LGRA provides that rates are not collectable on unoccupied Māori land, unless it can be proven that income is derived from that land. To that extent, Māori land that is vested in trustees is liable for rates only to the extent of any money derived from the land, and that rates on multi ownership unoccupied Māori land are the liability of each owner only to the extent of their own interest in the land. These provisions render the rates on unoccupied Māori land uncollectable.

2.3. Penalties are remitted in accordance with Council's Rates Remissions Policy and section 85 of the Local Government (Rating) Act 2002 (LGRA).

3. Current Situation

3.1. Analysis of the reason for the rates write offs and remissions are in the below table with comparative data from the previous financial year 2024-25:

Remissions	**2025-26**	**2024-25**
Contiguous Remissions	5,960.42	1,537.39
Non-Contiguous Remission	93,186.75	90,034.78
Non-Rateable Units	3,733.30	3,457.39
Subdivision	59,124.18	52,973.04
Community & Sporting – 50% charge	42,679.10	31,300.00
Sub-total	**204,683.74**	**179,302.61**
Write Offs		
Past 6 years due	11,862.80	9,680.87
Unoccupied Māori Land	37,290.19	26,361.74
LGRA S41 Amendments (Corrections)	13,275.24	6,704.35
Sub-total	**62,428.23**	**42,746.96**
Grand Total	**267,111.97**	**222,049.57**

3.2. The amount written off and remitted has increased by $45k on last year, due to continuing review of the rating information database and inflationary increase in rates between years.

3.3. Penalty remissions for 2025-26 were $75,470 (2024-25: $148,495) excluding GST.

3.4. Actuals compared to budget for 2025-26 are as follows:

	Actual	**Budget**	**Variance**
Write Off and Remissions	267,112	180,000	(87,112)
Penalty Remissions	75,471	140,000	64,529
	342,583	**320,000**	**(22,583)**

4. Options

4.1. Option 1: Council approves the rate remissions and write-offs amounting to $267,111 excluding GST and penalty remissions amounting to $75,470 excluding GST.

4.2. Option 2: Council does not approve rate remissions and write-offs and penalty remissions.

5. Significance and Engagement

5.1. The level of significance has been assessed as being low as the decision is administrative, however, it is of interest to the ratepayers of Westland District Council.

5.2. No public consultation is considered necessary**.**

6. Assessment of Options (including Financial Considerations)

6.1. Option 1 – Provides for a variance of $22,583 against budget (2024-25: $91,653). This option is consistent with Council's rates remission policy and is prudent in respect of the write-off.

6.2. Option 2 would breach Council's rates remissions policy. Were the write-offs not applied it is certain that they would require provision, which would have the same financial impact as Option 1.

7. Preferred Options and Reasons

7.1. The preferred option is Option 1.

7.2. The reason that Option 1 has been identified as the preferred option is that it is consistent with Council policy and Public Benefit Entities accounting standards.

8. Recommendations

8.1. That the report be received.

8.2. That Council approves the total proposed rates write-offs and remissions of $267,111 excluding GST and penalty remissions of $75,470 excluding GST.

Stephen Lewis
Chief Financial Officer

Noting Report to Council

DATE: 23 July 2026

TO: Mayor and Councillors

FROM: General Manager – Regulatory and Compliance

Freedom Camping Update

1. Summary

The purpose of this report is to update Council regarding freedom camping and the work undertaken regarding the draft bylaw.

This issue arises after extensive work drafting a new bylaw, amid polarising public submissions and Council discussions, along with likelihood of a legal challenge if the draft bylaw was progressed.

This resulted in Councils 2018 Freedom Camping Bylaw being statutorily revoked in November 2025.

Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2025, which are set out in the Long-Term Plan 2025–2034.

2. Background

Freedom camping is a divisive topic across New Zealand; opinions are polar and can be extremely emotive. This is no different in Westland District with comments from both our community and the previous Council.

From the outset of a Council workshop in late 2024, passionate views regarding freedom campers were evident. This led to a draft bylaw reflecting Councils views, which were shaped by past experiences and concerns. However, this draft arguably did not meet the legislative threshold of the Freedom Camping Act 2011 leaving Council at risk of a legal challenge.

The draft bylaw underwent public consultation, generating a number of submissions that reflected a wide range of opposing views and perspectives. This resulted in an ongoing circular debate, with no clear or broadly supported resolution emerging. Given the potential risk of a legal challenge if the bylaw was progressed, the process was paused in late 2025 to avoid unnecessary expenditure of ratepayer money, particularly in light of litigation experiences encountered by other councils.

The pause provided an opportunity to consider alternative approaches to address the identified challenges and consider any workable resolution without recourse to litigation.

At that time, the 2018 bylaw was statutorily revoked, despite the review having been started within the required legislative timeframe. This was a consequence of the challenges outlined above, which prevented the review process from progressing to the adoption of a replacement bylaw.

3. Current Situation

Staff recognise the importance of understanding the history of freedom camping in Westland District, which gave rise the Freedom Camping Bylaw 2018.

Following a review of this and the Council workshop in May 2026, staff have met with some community members for clarity regarding community concerns, while trying to balance the statutory requirements.

Discussions were held with Kiwi Camp to explore opportunities for 'pay as you go' facilities, similar to those in Hokitika and across other parts of the Westland District. This approach could reduce the burden on ratepayers for maintaining infrastructure while providing new commercial opportunities.

An initial review of the consulted on bylaw has been undertaken, taking into consideration Council and community views while applying a legal lens. This has included a review of land status to identify areas included in the bylaw that are not under council control or are areas where camping should not be undertaken unless permitted by a Reserve Management Plan. Council will be updated regarding this work being undertaken by the District Assets team in the near future.

Staff are currently reviewing the matters that are likely to give rise to a legal challenge and will assess whether Council can proceed with the current bylaw process or if further consultation is required due to the proposed changes. Staff will report back to Council by October; this may include a further workshop to discuss the proposal, while remaining mindful of the approaching season and the importance of achieving a practical and workable resolution.

It should be noted that it is unlikely that a future proposal will provide Council with the panacea to address this topic in a way that will please all and comply with the legislation. Many other Councils have, and are wrestling with similar concerns, but in a much smaller geographical area, which is an added challenge for us.

Consideration is being given to how best to address the concerns raised while ensuring compliance with the requirements of the Freedom Camping Act to minimise the risk of legal challenge. This includes developing a short, medium, and long-term approach that: promotes regional and South Island consistency; ensures services used by freedom campers are appropriately funded by the users; supports the gathering of evidence to enable informed decision-making; and strengthens available enforcement options.

Achieving these outcomes is aspirational and will require collaboration among the various agencies and councils responsible under the Freedom Camping Act, supported by strong governance. The overarching objective is to reduce the financial burden on ratepayers while remaining campervan-friendly and meeting our statutory obligations.

4. Recommendation(s)

4.1. That the report be received.

Lee Webster
General Manager – Regulatory and Compliance

Cover image: Hokitika Clocktower - Claudia Babirat

Chief Executive’s Quarterly Report

23 July 2026

WESTLAND
District Council | Te Kahui o Poutini

Report to Council

DATE: 23 July 2026

TO: Mayors and Councillors

FROM: Chief Executive

Chief Executive's Quarterly Report - 1 April 2026 to 30 June 2026

1. Summary

The purpose of this report is to provide an update on all aspects of what is happening in the Westland District and update Council on any matters of significance and priority.

Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2025, which are set out in the Long Term Plan 2025/2034.

This report concludes by recommending that Council receive the Chief Executive's Quarterly Report to 30 June 2026.

2. Comment from the Chief Executive

The Long Term Planning process is now underway; here is the council's progress so far:

- LTP Planning Fundamental Principles determined
- Project Plan developed
- File structures set up
- Environmental Scan complete
- Key project activity and milestones in place with tasks assigned
- Templates drafted for POPs
- Key Lessons Learned register in place
- Engagement plan drafted
- Comms strategy agreed
- "Budgeting Game" mocked up for engagement
- Engagement Strategy agreed
- LTP Planning Day – 8 July with SLT

3. Regulatory and Compliance

3.1. Building Control

Building Consents Authority figures 1 Apr - 30 Jun

	2025	2026
Building Consents Granted	66	66
Within the statutory time	100%	100%
Average days		9.85
Inspections completed	241	206
Within the statutory timeframe (target of 80%)		99.51%
Code Compliance Certificates issued	51	63
Within the statutory time	98.9%	98.41%
Average days		6.52

Application numbers have remained steady compared to the same quarter last year, with the exact same number of applications received and granted.

Inspections are also similar with 241 undertaken same quarter last year.

However, last year we had two full-time, qualified inspectors. We currently have only one qualified inspector, and we have been unsuccessful in repeated recruitment drives and do not currently have sufficient in-house capacity to meet customer needs. As a result, contractors are being engaged as required to ensure we can continue to provide a high level of customer service and meet our statutory obligations, and this is monitored by the manager to ensure council remain in budget.

Code compliance certificates have increased from 51 last year, to 66 for the same period this year. One of the key reasons for the increase is that property owners are often unable to sell or refinance their properties without one. We are seeing a growing number of applications for older building consents that were never issued a CCC, often because final inspections were not completed or the required documentation was not provided at the time of construction. In many cases, these applications relate to buildings that were completed 15–20 years ago. Processing these applications requires careful assessment to determine whether the work complies with the Building Code and whether sufficient evidence exists to support the issue of a CCC. This is particularly important because issuing a CCC establishes Council's statutory position in relation to the completed building work and can have significant legal and liability implications. Assessing older building work is inherently more complex, as evidence may be limited, records incomplete, and the building may have changed over time. For these reasons, ensuring a thorough, consistent, and legally sound assessment process is essential.

While our consent numbers, inspections code compliances have remained consistent with, or in some cases exceeded, those of previous years, we have been operating with fewer staff who possess the relevant skills and competencies. This has placed additional pressure on the team, requiring greater flexibility, collaboration, and efficiency to maintain service delivery. Despite these resourcing challenges, the team has continued to meet customer expectations and fulfil all statutory requirements, demonstrating a strong commitment to delivering high-quality outcomes.

Territory Authority Workload Figures 1 Apr - 30 Jun

Activity	2025	2026
Project Information Memorandums - general	3	6
PIM's - small standalone dwellings	0	1
Certificates of acceptance	3	2
Building warrant of fitness – onsite audits	33	4
Receive and checked Building Warrant of Fitness	129	103
Certificates of public use granted	6	4
Removal of earthquake prone building notice	0	0
Site Investigation of unconsented work	21	11
Investigations undertaken that identified no breach	6	2
Compliance schedules issued	0	3
Compliance schedule amendments issued	9	11
Notices for earthquake prone buildings	0	0
Notice to fix issued – breaches of Building Act	11	17
Dangerous, Affected or Insanitary Building notices issued	1	0
Dangerous or Affected or Insanitary Building investigations	1	0

Key Changes this Quarter

Increased enforcement and issue of notice to fix

We are seeing a growing number of cases where building work has been carried out without the required consents, or where buildings have undergone a change of use without the owner following the legislative requirements. These situations often arise due to misinformation, inadequate research, or incorrect advice from professionals. As a result, the team is undertaking significantly more investigations, site inspections, follow-up actions, report writing, legislative and case law reviews, and the preparation and issuing of Notices to Fix than in previous years. This has substantially increased the team's workload.

Given the potential legal implications, it is essential that every investigation and enforcement action is conducted in a fair, consistent, and legally robust manner, with Notices to Fix being thoroughly reviewed to ensure procedural and legal compliance. While these enforcement actions can sometimes result in staff being perceived negatively, the team's role is to apply the legislation impartially to ensure buildings are safe, fit for purpose, and do not pose a risk to occupants or the wider public.

3.2. Planning Department

During the quarter, the Planning Department has continued to deliver its core functions effectively while responding to organisational and legislative change, strengthening capability, and improving key business processes.

The lodged appeal on the Te Tai o Poutini Plan relating to the absence of stormwater provisions will proceed to mediation in the next quarter. Mediation on other appeal topics commenced in late June and is anticipated to conclude in December 2026.

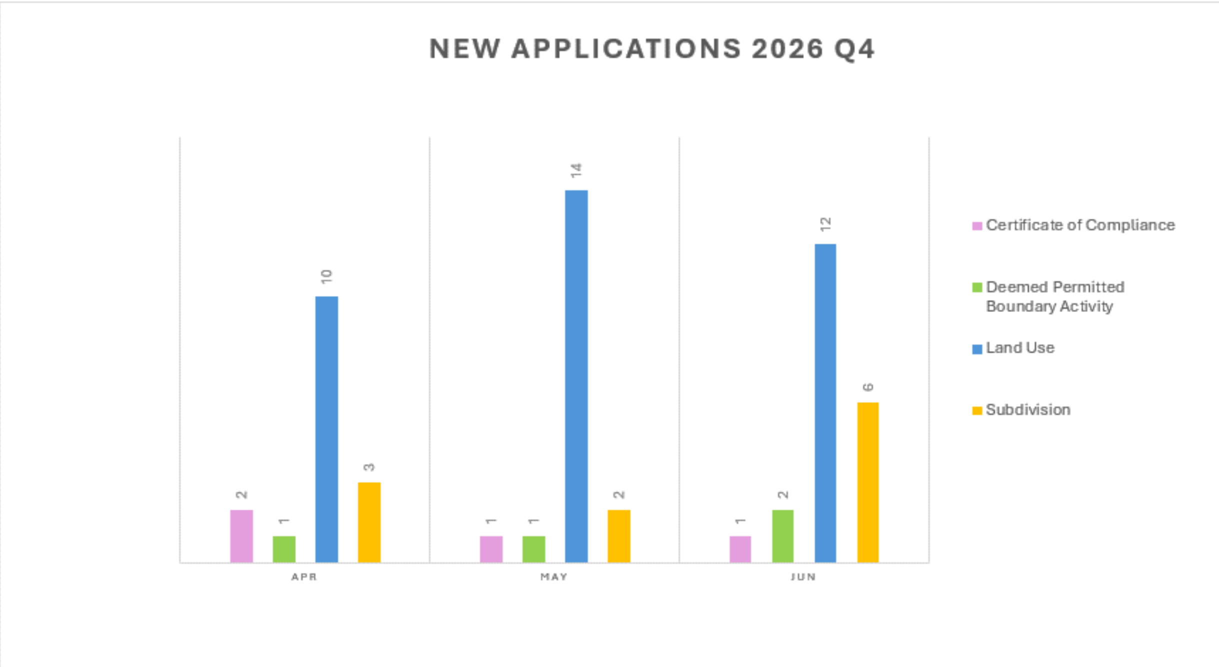
Staff within the Planning Department have managed a diverse workload and increased volume of resource consent applications across both the Opertive Plan a Te Tai o Poutini Plan (TTPP). The team has also supported the implementation of the TTPP while continuing to strengthen its technical capability and expertise.

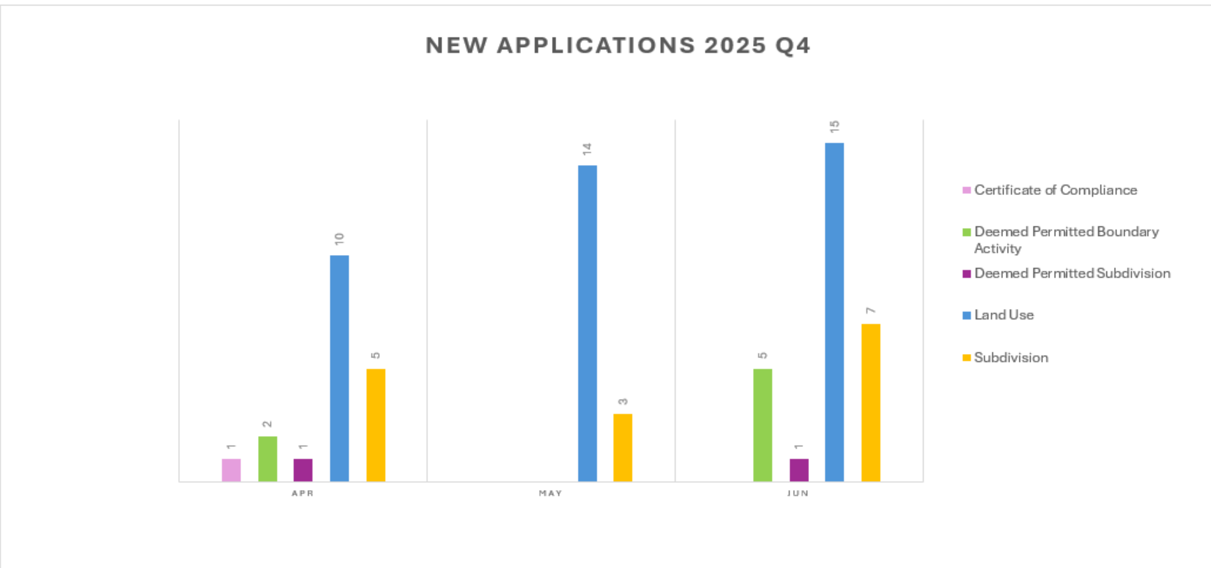
A review and improvement to key processes was completed to enhance data accuracy and consistency. These improvements are expected to reduce manual intervention and support more efficient and reliable annual reporting to the Ministry for the Environment.

In the compliance area, monitoring was completed for 27 resource consents, representing an increase from the previous quarter. Five non-compliance matters were resolved, and 29 reactive compliance matters were identified. A total of 36 compliance matters were investigated and closed, an increase from 14 in the previous quarter.

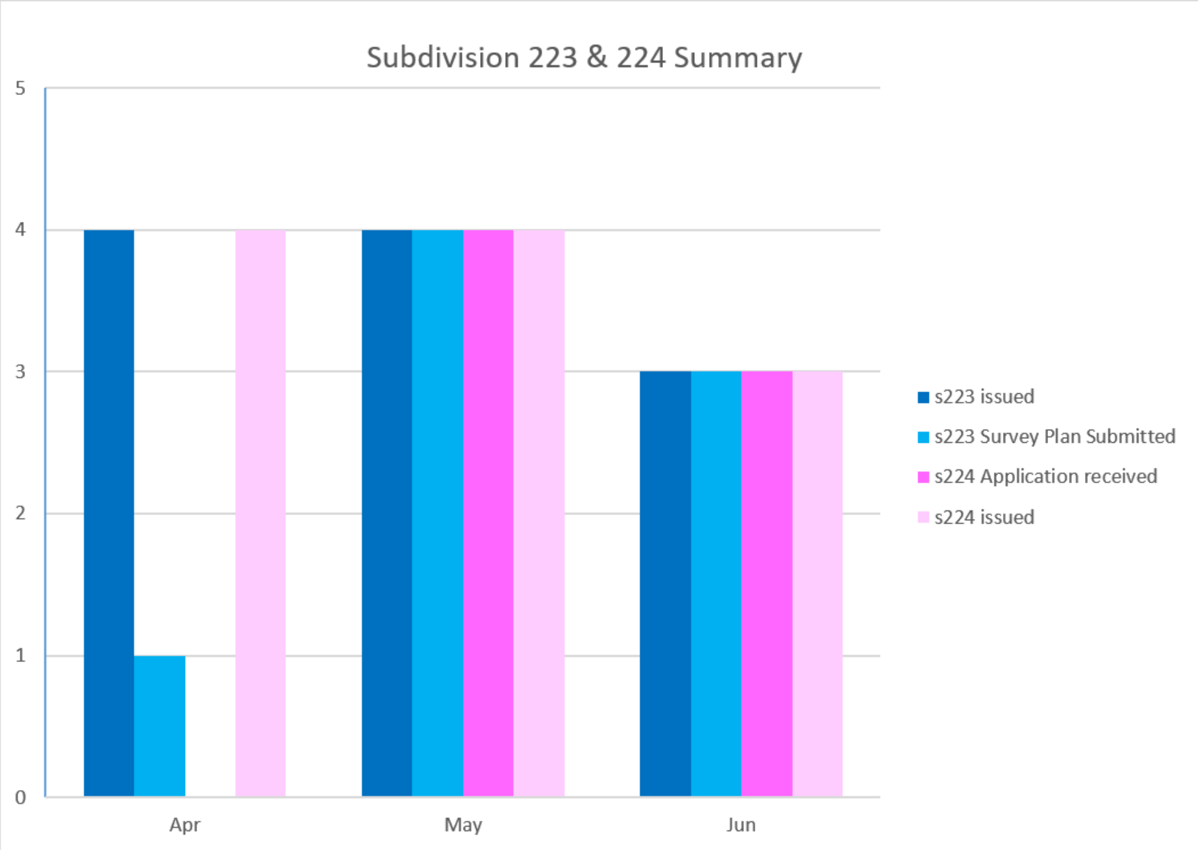
Resource Consents

During the last quarter, the Planning Department received 55 new applications. This reflects a 37.5% increase in new applications this quarter. These applications comprised of the following:





In addition to new applications for resource consent, the Planning Department also received and certified the following s 223 (survey plan) & s 224 (conditions met) requests:



The Planning Department granted 27 Consent decisions and 4 Certificate decisions in the last quarter, with 100% issued under delegated authority. 24 Land use consents, 3 Subdivision consents, 2 permitted boundary activities and 2 Certificates of compliance were issued, **100%** within statutory timeframes.

3.3. Animal Control

Considerable work has been done regarding the dog registration process and to provide pro-active advice and information to dog owners a month earlier than previous years. The changes have been working well with positive feedback from public and staff.

- The Doggone system introduced earlier has been successful, in the last quarter 14 dogs have been reunited with the owners without the need for WDC intervention.
- The lifetime tags used are more sustainable as they reduce plastic waste for the future for over 2200 dogs annually.
- Mobile dog registration services have been provided in various communities in Westland with Kumara, Hari Hari and Whataroa, Franz Josef and Haast being visited to date.
- Various calls for service have been responded to, ranging from poultry being attacked to a serious attack on a child which resulted in the dog being destroyed by the owner. The child is recovering well.
- The Animal Control Officer recently visited the Haast community with 13 unregistered dogs being identified. In addition to this, introductions were undertaken with local primary schools in preparation to provide education regarding safety around dogs with school children in the future.

- There continues to be a strong collaboration with the SPCA and Grey District Council regarding dog control matters and animal welfare issues.

	Apr - Jun
Impounded dogs	1
Infringements issued	2
Warnings issued	5
Infringements withdrawn	0
Stock attacks dealt with	0
Menacing classifications	2 - by behaviour
After-hours call outs	1
Dog-related service requests	34
Incidents referred to Police	0
Dogs euthanised	1 - by owner
Anti-bark collars issued	3 adults, 4 puppies

3.4. Environmental Health

During this period one camping ground inspection was carried out.

Continuous Professional Development (CPD) for the Environmental Health Officer has been ongoing as required by MPI, this is to maintain competency requirements for 2026 as a verifier, to enable food safety mentoring and auditing to be undertaken for Westland District Council.

This included attending the EHO Cluster group meeting at Nelson and shadowing a Verifier from Nelson City Council .

Ongoing administration of the MPI food premises levy has been carried out. Fees have been collected by WDC and passed to MPI, with administration work involving follow up letters and invoicing.

There were nine noise complaints during this period.

3.5. Food Licensing

1 Apr - 30 Jun

	2026
Verification visits	16
Verification revisits	23
Campground inspections	1
Review food registration applications	25
Noise control complaints	13

3.6. Alcohol Licencing

Monthly Tri-agency meetings have been held with the Police and Ministry of Health.

Council appointed the District Licensing Committee, which included three reappointments and three new members. In addition to this one member retired.

Training was carried out by the District Licencing Commissioner meeting in person with the newly appointed District Licencing Committee.

Processed Applications 1 Apr - 30 Jun

	2026
Alcohol inspections	11
Managers Certificates issued	18
On - licences issued	6
Off-licences issued	4
Club licences	1
Special licences	2
Temporary Authorities issued	7
Total Licenced premises	68

4. Business Enablement

4.1. Westland District Library

Overall Performance

This last quarter, library usage has remained steady with a marginal increase in footfall, up 0.44% on the same time last year. What is notable is the impact library services are having on the community. Data released in June clearly demonstrates that Westland District Library is delivering community impact on par with the wider New Zealand public library sector. The results reinforce the important contribution this library service makes to the social, cultural, economic, and environmental wellbeing of our district.

Highlights:

Volunteer Celebration Evening

Our most attended event this past year-49 attendees- exemplified the library's contribution to the strong Social Impact outcomes identified in the 2025 Public Library Community Impact Survey. By creating opportunities for people to come together around a shared purpose, the library strengthens social connection, recognises community contribution, and fosters a sense of belonging.

ROCC funding for Community Libraries

This funding will enable targeted improvements that enhance the library's ability to connect people and vulnerable communities with a target of engagement with our local rangatahi through library services and group activities. This will be achieved not only through books and digital platforms but also programs and learning opportunities, while strengthening the library’s capacity to meet emerging community needs throughout Westland, and in particular in our more remote areas for our rangatahi and whanau.

Technology & Digital Services

- Expressions of interest around the development of a new digital literacy programme were sought during May. 31 people registered their interest in such a programme. The format and content of the programme is to be considered once the pop-up move has taken place.
- Total APNK users during Apr-June 2026 = 2,723. Still a busy service even though number are down, due to less travellers around logging into the network.
- Gaps in the collection of data around the types of digital help the library staff provide are currently under review by the library manager. At the time of writing this report, 8 July, a 1/2 trial system for collecting in three categories, “Quick Help”, “Device Advice” and “B-A-L (Book a Librarian)” has been implemented with all staff current with the new process at the front desk. A summary of the performance/impact of this review will be addressed in the next quarterly report.

Looking Ahead

- Move to pop-up library in Pakiwaitara building in early August 2026.
- Business planning
- Outreach to Community Libraries
- Data collection procedures for digital services

4.2. Hokitika Museum

Temporary Exhibition -The Museum's winter temporary exhibition, Beyond Function – Thinking Through Making with Chris Weaver, opened on 29 June 2026 and runs until 13 December 2026. Presented in the Temporary Gallery, the exhibition explores the pottery practice of Kaniere ceramic artist Chris Weaver, offering visitors an insight into his creative process and the relationship between form, function and craftsmanship. The exhibition celebrates the work of one of the West Coast's leading contemporary ceramic artists.

Visitors -The Museum celebrated its first anniversary of reopening on 27 June. Visitation for the period April to June 2026 totalled 1,523 visitors, including 942 paid admissions. This reflects the seasonal decline in tourism on the West Coast. The introduction of winter opening hours will provide a good indication of local visitation during the off-peak season.

Collections Audit -The collections audit is progressing well, with now more than halfway through the project and making significant progress. The audit is establishing clear intellectual and physical control of unprocessed collection material while identifying preservation priorities and improving knowledge of the Museum's collection.

Museum Community Engagement

- A Matariki-themed Search & Find activity will be offered during the Term Two school holidays. The Museum is also planning a series of artist talks with Chris Weaver to encourage community engagement with the *Beyond Function* exhibition.
- The *Pause for the Camera* public programme, presented by Rewa Randall, was well attended. Participants enjoyed an engaging talk exploring the techniques and practices of early wet plate photography, followed by a rare opportunity to have their portrait taken using the historic process.
- The Museum welcomed education visits from Greymouth High School and Kaniere Primary School. Students explored the history of the Government Building and the former Custom House, learning about their role in Hokitika's development and the region's gold rush history.

General

- The Museum received a donation of a rare adze from Lindsey Malloy found at Māori Lakes, South Westland.
- Former Museum Director and writer Julia Bradshaw's book Digging Deep – Women on the Goldfields book launch will take place on 18 July in Hokitika.

4.3. Hokitika Westland isite

The Hokitika isite Visitor Information Centre continues to be a key connector for tourism across the Westland District and plays an important role in welcoming visitors, showcasing local experiences, and helping people make the most of their time in the region.

While the past quieter months naturally bring fewer visitors, the value of the isite remains significant. Every enquiry, booking, and recommendation helps create a positive visitor experience and generates valuable flow-on benefits for the local economy. Through accommodation and activity bookings, as well as referrals to cafés, restaurants, retail stores, motels, holiday parks, and Airbnb hosts, the isite supports a wide network of local businesses.

The isite continues to act as a tourism hub, connecting visitors with the people and businesses that make Westland unique. By encouraging visitors to stay longer, explore more, and discover local experiences, the Hokitika isite contributes to increased visitor spending and strengthens the district's reputation as a welcoming destination. Its role extends well beyond providing information, it is an essential part of the visitor journey and an important contributor to the economic wellbeing of the Westland District.

The quarter saw 8,528 visitors through the isite, which was a drop on the same quarter of 2025. Ferry, rail, and bus operators have indicated to staff that there has been a drop in the domestic market due to fuel cost volatility and rising financial pressures which has had a flow on effect to visitor numbers.

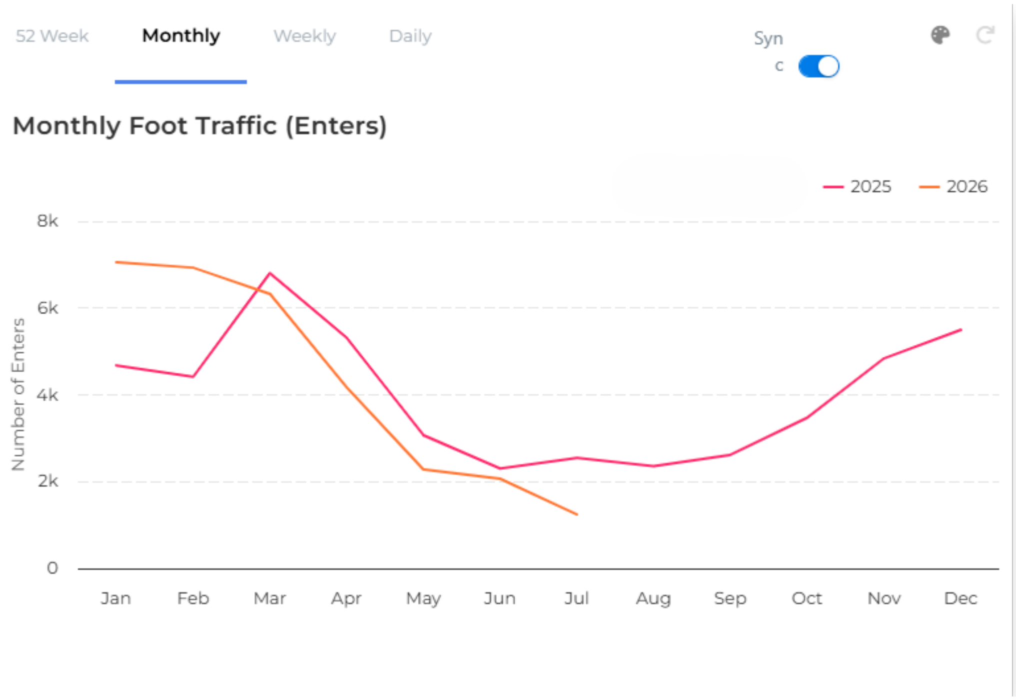
Sale conversion rates dropped, with the isite team finding that customer queries followed a consistent theme around safety, roading, and local information gathering, rather than activities throughout the region.

Key Updates

Bookit Platform

- The Hokitika Westland isite Visitor Information Centre website is live – with live booking capabilities for customers. This has been a significant improvement on customer experience on the website, with live bookings taking place.
- Operational efficiency has been hugely improved across departments and allows the team to integrate seamlessly with over 30+ accommodation channels and activity channels – reducing the time needing to be spent in dual systems. This experience for both tourism accommodation and activity providers has resulted in strong feedback, and the customer experience has become more efficient both instore and online.
- Initial feedback from operators has been strong, many stating the reduction in time spent invoicing as a key positive, and that through the system remittances are automatically generated and sent to the operator giving them full transparency over bookings.
- The system has opened doors to the limited offering of bookings across country and has now resulted in tours being able to be easily booked across the South Island. Recently a local was able to easily book his tour from Hokitika, across into Mackenzie Country, Central

Otago, Southland and back up through Westland with ease – which we weren't previously able to do.



April, May and June saw steady declines in foot traffic on the same period last year due to rising domestic cost pressures.

Month	2025	2026
April	5316	4178
May	3073	2282
June	2305	2068

April, May and June sales conversion and values

Month	Conversion Rate	Booking Total inc GST
April	9.88%	$19,577.57
May	8.24%	$16,593.88
June	6.4%	$12,576.49

Social Media Performance

- Social media activity over the quarter has decreased as to be expected, with lower numbers viewing the page. Hokitika Westland isite Visitor Information Centre received 36,297 views over the three months.
- Audience insights show that 71.8% of reach was from non-followers, demonstrating effective audience growth, while 28.2% was from existing followers.
- A consistent posting schedule of five posts per week—featuring a mix of operator businesses, natural attractions, and local/community events—has supported broad visibility and engagement across the region's tourism offerings.

Website Performance

- The website has now been capable of live bookings from April 23, 2026. This is a strong step into increasing our marketing capability and conversion rates for visitors.

Month	New Users	Top Page Path	Top Country
April	633	Activities (10.1%) Accommodation (6.6%) Food and Beverage (4.45%) Retail (3.21%)	Singapore New Zealand Australia China United States
May	840	Activities (19%) Accommodation (9.6%) Food and Beverage (8.4%) Retail (2.9%)	Singapore New Zealand China United States Australia
June	993	Activities (17.6%) Accommodation (10.5%) Food and Beverage (4.6%) Retail (4.3%)	Singapore New Zealand China Australia United States

AA New Zealand (New Zealand Driver Licenses)

- The isite continues to provide AA support for our community and visitors to the district as well as international visitors from within the isite premises. Staff also support cover across the isite desk with demand. The current contract that is in place is from Monday to Friday, 9am – 4.30pm.

4.4. Information Technology

Since the resignation of the Information Technology Manager in February and the Technology Infrastructure Officer in June work has been continuing to assess the team's priorities, responsibilities, and overall workflow. Staff are continuing to gain a clearer understanding of priorities, current operations, identifying critical areas of focus, and evaluating how work is distributed across the team. In parallel, existing systems, software upgrades, and licensing arrangements are being systematically reviewed to ensure they are fit for purpose and cost-effective. This analysis aims to identify opportunities to improve efficiency, streamline processes, and optimise resource allocation moving forward.

Staff are close to finalising a dashboard that better identifies and provides current workflow across the Council as well as key security platform updates, licenses, agreements, key project updates and other key supporting information. This work is being done in collaboration with itWorks who are supporting us for high level technical support and operations. Previously there has been no visibility of this type of data across the service.

The IT Support Officer role remains and is being lifted into more collaborative spaces of work and continuing to be a key in-person connector on the ground for general IT support work.

4.5. Information Management

The Information Manager role has been vacant for the past 10 months while we start to gain a greater understanding of the work undertaken previously and the current needs and priorities within this space in moving forward.

An assessment of the current Council filing system (Laserfiche) is required to ensure it is fit for purpose, aligned with organisational requirements, and capable of supporting efficient day-to-day business activities. This includes evaluating file structures and conversion processes to confirm they meet operational and compliance needs. Work is scheduled to begin in this space within the next month.

Previous relationships with Information Management support agencies who have supported WDC in some of the work areas have been reinstated and we are gaining a clearer positioning to establish more meaningful relationships and understanding of the platforms currently in place that were implemented by previous management.

In addition, dedicated resourcing remains in place to sustain essential administrative functions, with an experienced team member continuing to provide ongoing support for LIMS administration and Property File scanning. This ensures continuity of service while broader system improvements are being progressed. Currently this works closing with the building, planning and district assets team to support property files requests for information.

4.6. Customer Services

The Customer Services team continues to provide a responsive and efficient front-line service, acting as the primary point of contact for the Westland District Council. The team plays a critical role in connecting customers with Council services, ensuring enquiries, service requests, and feedback are managed efficiently while supporting positive customer experiences.

In addition to managing customer enquiries across multiple channels, the team provides essential administrative support across the organisation, including coordinating service requests, supporting cemetery administration, processing taxi chits, ordering council stationery and staff uniforms, assisting with consultation submissions, and providing operational cover for the Hokitika Westland isite. Their ability to support multiple departments and respond to a diverse range of community needs ensures the smooth delivery of Council services and contributes to an efficient, customer-focused organisation.

4.7. Community Grants

Community grants and funding activity across the quarter has been successful in strengthening internal systems and processes. Improvements have focused on creating more structured, consistent, and better-aligned approaches to grant administration and delivery.

Creative Communities Scheme

The Creative Communities Scheme (CCS) provides funding for community-based arts activities within the Westland District. The scheme aims to increase local participation in the arts while supporting a diverse range of creative and cultural initiatives.

The scheme operates as a partnership between Creative New Zealand and local authorities. Funding decisions are made locally by a subcommittee comprising Councillors, iwi representatives, Community Arts Council members, and community representatives.

Round 2 (2025–2026):
The final funding round for the 2025–2026 year opened on 1 April 2026 and closed on 30 April 2026.

The Creative Communities application committee approved the following community projects for funding allocation.

- ***Te Hau-a-Uru Rangatahi Kapa Haka Development Programme 2026 -*** Te Hau-a-Uru is a newly formed kapa haka group uniting Rangatahi from Buller, Westland and Greymouth high schools, and the wider Westland community
- ***Matariki – Light Up Hokitika -***Destination Hokitika is partnering with several other organisations and iwi to hold a community event to celebrate Matariki in Hokitika CBD and the Regent Theatre

- ***Ross Centennial Hall Mural -*** Refresh of historic wall mural, painted 2002, by original artist Charlotte Riley
- ***Westland Impressions – Under Our Feet*** A high-energy "street-printing" project for 12–14-year-olds (intermediate/junior high age). Participants will audit the streets of Hokitika to find historic and functional manhole covers, coal hole covers and utility plates.
- ***Annual Children's Day – Craft Day -*** Craft tent offers over 25 activities for children to experience creative arts/crafts
- ***Acting Workshops – Hokitika -***Three weekend (2 day) workshops for Westland amateur actors to develop their stage performance

4.8. Welcoming Communities

This is a nationwide initiative aimed at supporting newcomers to the district. The previous Communities Manager lead a piece of work around the creation of a booklet for our communities. There were two staff who were funded through the Department of Internal Affairs to complete this production. It is close to completion, and a final contract is in place to get this complete by June next year.

Community Contract – West Reap

Westland Youth Mentoring & Connection Service July 2025 – June 2026 Report

We sincerely thank the Westland District Council for its continued support of Ngā Tipu Tōtara and our rangatahi programmes. Your investment enables us to deliver meaningful opportunities that build confidence, resilience, life skills, and wellbeing for young people across the district. Together, we are creating positive outcomes for rangatahi, strengthening our community, and helping young people reach their full potential.

"Ngā Tipu Tōtara "As a seed, we grow from the bottom to the top. As a seed, we create confidence to build strength to become stronger. As a seed, the strength develops a habit to stand proud and tall for others to see, like a Tōtara tree."

One-On-One Mentoring – 11 Participants

Our one-on-one mentoring programme continues to provide valuable support for Westland students referred through local schools. Weekly mentoring is tailored to each student's individual needs, helping to build confidence, resilience, wellbeing, and engagement.

Feedback from schools and students remains highly positive, with mentoring supporting improved school attendance, self-management, goal setting, work experience opportunities, and overall wellbeing. For many young people, having a trusted adult and a safe space to talk has been instrumental in helping them overcome challenges and achieve positive outcomes.

Building Resilience through Challenge & Connection with Surfing – 15 Participants

This surf programme provides a well-rounded learning experience that supports the holistic development of young people through the four dimensions of hauora. The course content effectively combines practical surfing skills with personal growth, physical activity, safety awareness, and social connection.



The Strength & Conditioning programme – 7 participants

Our weekly after-school Strength & Conditioning programme for tāne aged 13–16 continues to be well attended and positively received. Led by a qualified trainer at Enjoy Fitness, the programme promotes physical fitness, nutrition, confidence, discipline, and healthy lifestyle habits in a safe and supportive environment.

Strong attendance and growing interest reflect the programme's value to participants. Demand has exceeded current capacity, and we are exploring the introduction of a second programme to accommodate additional young people.

Life skills on the Homestead – 8 Participants

This small-group programme supports students to re-engage with learning while building emotional regulation, communication skills, confidence, and a sense of belonging. Through practical, hands-on activities, students develop teamwork, life skills, and positive relationships in a safe and supportive environment.

Participants have shown improved engagement, confidence, emotional awareness, and communication, with increased motivation to attend school and more positive participation in learning.

Girls Enterprise Programme – 6 Participants

This weekly after-school programme introduces young girls to enterprise and small business through the development and sale of products at a local market. Participants build practical skills in budgeting, product development, marketing, and customer service while developing confidence, creativity, and teamwork.

Designed for girls who may not thrive in a traditional classroom environment, the programme provides an engaging, strengths-based approach that supports learning, builds self-belief, and develops valuable life and financial literacy skills.

Otira Youth Group

The Otira Youth Group is held once a fortnight on weekends, providing a valuable opportunity for young people living in this remote and geographically isolated community to come together in a safe, supportive, and inclusive environment. Due to the limited social and recreational opportunities available in the area, the group plays an important role in reducing social isolation and fostering a sense of belonging among local youth. By bringing youth together on a consistent basis, the programme helps nurture a sense of identity, inclusion, and mutual support, contributing positively to both individual development and the long-term strength and wellbeing of the wider Otira community.

Parent Feedback

"Since joining the programme, we've seen a real change in his motivation, confidence, and enthusiasm for school. He is attending more consistently, communicating better, and managing challenges more positively. The skills, routine, and sense of achievement he gains through the programme have had a positive impact both in the classroom and at home. Most importantly, he is proud of himself and comes home excited to share what he has learned. The programme has truly brought out the best in him."

— *Sarah (Parent)

5. Human Resources

New Starters

Since 1 April 2026, 6 new employees have joined the Council (1 Fixed Term, 5 Full Time).

Leavers

Since 1 April 2026. 6 employees have left Council (1 Fixed term agreement ended).

Current Vacancies

Council is currently recruiting for 3 full-time positions. 1 lifeguard position is currently on hold.

6. Health and Safety

Health and Safety is now reported quarterly at the Risk and Assurance Committee and anything of note will be reported back to Council through the Committee.

7. Strategy and Transformation

7.1. Simplifying Local Government

Feedback closed on 6 July with 196 responses received, with 42 from Westland. The feedback report will be provided to councillors and made public, and a workshop will be undertaken on 24 July with a further meeting to discuss the submission to Government for the Headstart process.

7.2. International Visitor Levy (IVL)

This has not been actively progressed as we wait for the response to the Government's Tourism Policy which was released on 25 June 2026. The IVL discussions align with the future Tourism Policy of Government so tis work will continue.

7.3. Mayor’s Taskforce for Jobs

Mayor’s Taskforce for Jobs has a FY26 target of 15 successful outcomes - 8 MSD Clients (beneficiaries) & 7 non-MSD Clients (NEET’s).

Since 1 April 2026 MTFJ has registered 13 new clients bringing the YTD total to 35 made up of 14 MSD clients / 21 non-MSD clients. There has been a significant increase in NEET enrolments in the month of June with Year 13 school leavers having finished requirements for Level 3 NCEA and a lack of engagement at school seeing them leave school without a pathway forward. MTFJ has engaged with employers and training organisations to open doors for these youth to prevent them from going on benefit and this work is ongoing and will be reflected in Q1/27 results.

Total placements:

- YTD: 18
- MSD – 9
- NEET - 9

This quarter has seen 5 rangatahi placed into full-time roles.

- 1 mining
- 1 hospitality
- 1 farming
- 2 labouring

Driver Licence Completions YTD – 8 (5 Restricted; 3 Full)
Driving Lessons arranged for 13 youth to support driver licencing
Defensive Driver Training completed by 10 rangatahi
W, T, R (Wheel, Tracks, Rollers) completed by 1 person
First Aid Certificates YTD = 14

7.4. Regional Infrastructure Fund

This fund relates to 2 of Councils current projects which are Hokitika Airport Resilience project and Jackson's Bay Wharf improvements.

Status of Projects

HARP: Hokitika Airport Resilience Project

- To Date the following has been undertaken
- Engineering and project management team established.
- Design and contract documentation completed.
- Environmental management plan completed & established.
- Tendering processes underway for power supply and security for the facility.
- Tendering for major civil works and asphalting in final stages (selection results will be presented to the August Council meeting.
- Landing and ancillary runway lighting design completed and tender process underway.

The project remains on target with the established programme. Funding organisations have been kept informed with monthly project reporting and on-line meetings. Major confirmation of contractors and supplier contracts are expected over the next two months.

Jackson Bay Wharf:

The Jackson Bay Wharf project is progressing a little slower than anticipated. Availability of experienced dive inspectors has hindered some of the overall condition review of this structure. We have received an initial report from the waterline and above inspections along with a list of recommendations for action that staff are presently reviewing. Initially it is proposed that a "Like for Like" structure is not going to fit within the approved available funding. With that, a reduction in overall size (18m off the Seaward end and a section off the landward end) combined with a review of what is actually optimum for present vessel sizes is how we will aim to fit this project into the available funding.

8. Quality Assurance

8.1. LGOIMA

Since 1 April 2026 we have received 22 LGOIMA requests, 2 were withdrawn by the requestor, 14 have been responded to, and 6 remain open as of 30 June 2026. We expect all 6 to be responded to by the statutory timeline.

8.2. Governance

Since 1 April 2026 the following formal meetings and workshops were held:

April	
1	Extraordinary Council Meeting - Draft Annual Plan
16	CCO Oversight Committee Meeting
23	Ordinary Council Meeting
May	
4	Freedom Camping Workshop
7	Risk and Assurance Committee Meeting
13	Annual Plan Hearing and Deliberations
June	
4	Ordinary Council Meeting
5	Citizenship Ceremony
25	Ordinary Council Meeting
30	Extraordinary Council Meeting

8.3. Policy Review

Work on policy development and review is continuing, with a number of policies scheduled for discussion at the Risk and Assurance Committee's August meeting, including the Draft Policy and Bylaw Framework. This represents a significant body of work that requires input from multiple internal departments to ensure all policies remain relevant, fit for purpose, and are subject to appropriate review and oversight.

8.4. Governance Documents

The Meeting Etiquette and Protocols for Council, Committees and Subcommittees document is currently being revised and once completed, will be circulated to Elected Members and iwi representatives. The revised document will include relevant extracts from the Standing Orders and the Conflict of Interest Guide to support consistent meeting conduct and governance practices.

8.5. Response to Submitters on the 2026/2027 Annual Plan

Responses to submitters on the 2026/27 Annual Plan have now been completed. This concludes an important phase of the consultation process and ensures that all submitters have been informed of Council's considerations and decisions in relation to their feedback.

8.6. Communications

We are pleased to welcome our new Principal Communications Advisor, who has now assumed responsibility for day-to-day communications activities. They are currently settling into the role and working closely with staff and key stakeholders to ensure a smooth transition and continuity of communications support across the organisation.

8.7. Radio Advertising

Radio advertising continued throughout the period, with a range of campaigns promoted to raise awareness of Council services, initiatives, and key community information. The following campaigns were aired:

April

- E-Txt
- Westland Matters
- Direct Debit

April – May

- Draft Annual Plan

June

- Dog Registration
- Snap Send Solve

These campaigns provided timely information to the community and supported engagement with a range of Council programmes and services.

9. Water, Wastewater, and Stormwater

9.1. Coast Waters Ltd

The three Councils have now ratified the Coast Waters Ltd board members. The board consists of Darin Cusack (Board Chair), James Ryan and Onno Mulder. The board induction was held on 29th June.

The governance group and technical group have been working through the transitional requirements as outlined in the implementation plan, to meet the inception date of 1 July 2027.

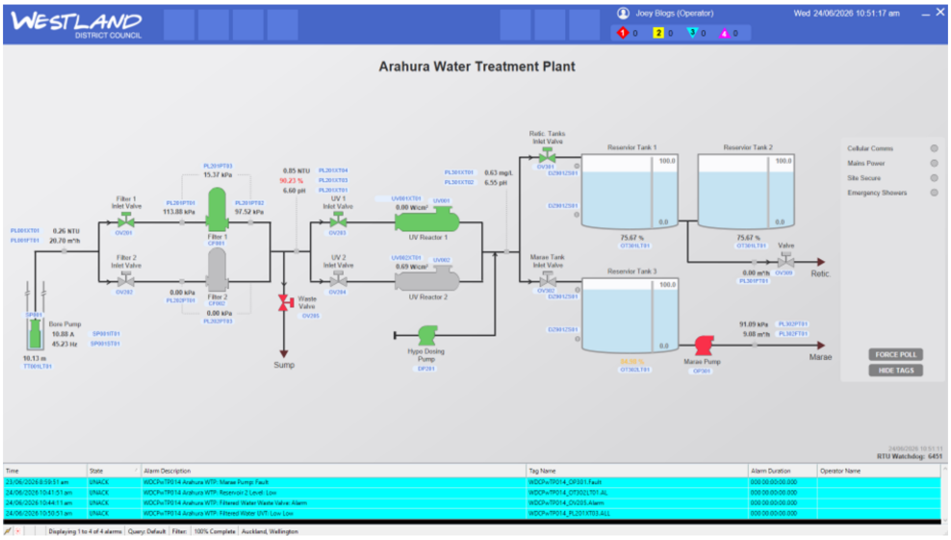
The second DIA report for the period 1 Apr - 30 June 2026 is due 31st July. The report key focuses will be (as outlined by the DIA in their letter of acceptance of the WSDP):

- Progress on the transition
- FFO and borrowing headroom
- Price pathway and affordability
- Delivery of capital programme
- Regulatory compliance for drinking water
- Asset Management

9.2. Three Waters Projects

Three Waters SCADA / Telemetry Upgrade

We're upgrading monitoring and control systems across our water, wastewater, and stormwater facilities. This includes replacing outdated equipment and adding new systems where none currently exist. These improvements are needed to meet increased compliance requirements and because some older hardware will soon be unsupported. The project will roll out in stages over the next two years.



Example of SCADA set up under new system

Wastewater Treatment Plants Improvements

In May Council received abatement notices from the WCRC for technical non-compliance/s for the Hokitika, Franz Josef, Fox Glacier and Haast sites. The non-compliances related generally to lack of information provided as per the respective resource consents (outflow data and environmental reports). Council has since purchased and installed new outflow meters on all three sites to improve the quality of data received, which can then be included in the report sent to WCRC. Environmental reports are currently being worked on and will be submitted before the Auguust deadline. The Hokitika site was also required to undertake an odour survey (last done in 2019), which we have engaged WSP to do on council's behalf.

Livingstone St Stormwater Pump Station and Reticulation Upgrade

The project involves replacing damaged sections of the ø1200mm stormwater main from Gibson Quay to north of Weld Street, continuing work initiated last year beneath the railway line. A new pump station will also be installed to help reduce flooding risk in the catchment.

Undertaking a peer review of the design of the pump station portion of this work it was noted that the area of the pump station chamber was not going to fit within the intended area of the stop bank (as with all other current stormwater pump stations). The overall project was paused and rescoped.

The work has now been spilt into two portions, one being the replacement of the gravity main and the other being the design and build of the pump station itself. The contract for the gravity main replacement is expected to go out mid-July once end of year finances has been completed. Work will continue to progress on the pump station design while the pumps are being built and delivered, with the geotechnical investigation completed (for both portions). The pumps are due mid-August.

Assessment of Drinking Water Services

Under Section 69 of the Local Government (Water Services) Act 2025, all territorial authorities are required to assess the community access to drinking water services across their district (this includes supplies not owned or operated by Council). Due to the work involved and time constraints, WSP were engaged to undertake this work. The assessment report is available on the Council website.

Hokitika Wastewater Treatment Plant

West Coast Regional Council are in the final stages of issuing a “short term” five-year consent for the current WWTP, while the project continues to design and build a new plant located on a cost-effective site.

Rubix Consultants have been engaged to assist with documentation to select an overall lead consultant for this project. The Request for Proposal (RFP) was uploaded to on GETS and closes 7th July. After which the tender evaluation team will make a recommendation of preferred tenderer through a Council report.

In parallel to this, land acquisition is still to be confirmed, with a report going to Council on the preferred location.

10. District Assets

10.1. Solid Waste

South Westland Waste contract

The waste contract has been drafted, reviewed, and sent to Westland Waste for signature. Westland Waste is currently managing waste services in South Westland and has been performing this role effectively.

Butler’s leachate collection pond

Westland District Council has successfully passed all required water quality testing and has returned to Tier 1 monitoring for the leachate pond. Representatives from the West Coast Regional Council inspected the site and were satisfied with the completed repairs and the overall condition of the landfill. We have also received confirmation that the site is operating within the conditions of its resource consent.

Hannahs clearing and Haast Landfill

Hannahs clearing - Planning is progressing for the removal of approximately 10,000 m³ of waste from the Hannahs Clearing site to an approved disposal facility, likely Haast Landfill. Resource consents will be required from both the West Coast Regional Council and Westland District Council. Engagement with the Department of Conservation is underway to confirm remediation objectives and any biodiversity management requirements. Removing the landfill will eliminate the long-term risk of waste entering the coastal environment through erosion. This project will only proceed with the support funding from central government.

Haast landfill - Planning is underway to assess the use of the Haast Landfill for disposal of material from the Hannahs Clearing remediation project. Existing resource consents may require variation to allow for asbestos disposal, or new consents may be needed. Disposal and final capping of the landfill are expected to reduce long-term environmental risks by limiting leachate generation. Further discussions are continuing with the West Coast Regional Council, Westland District Council, and the Department of Conservation regarding consenting requirements, groundwater information, and any landscaping or environmental mitigation measures.

10.2. Parks, Reserves and Cemeteries

Cass Square Lawn

Following aeration and fertiliser application by Westroads, the condition of the Cass Square lawns has improved significantly, and reseeding is no longer required. The treatment will be repeated at the beginning of summer to maintain the lawns to the desired standard.

Cass Square Half Basketball court

The contractor has successfully poured the half-court concrete slab and completed the movement joints. A new footpath has been constructed, the entrance has been widened, and a retaining wall facing the road has been installed, incorporating a small garden area. Fencing has been completed on two sides of the court. The contractor is currently constructing the concrete pad for the table beside the court, after which the basketball hoop will be installed.

10.3. West Coast Wilderness Trail

Maintenance on trail

The WDC maintenance team continues to carry out routine maintenance on the trail network. Following recent weather events, crews have been clearing fallen trees and removing debris from culvert drains to keep the trails safe and accessible.

New Totara swing bridge

The consent application was submitted on 1 May 2026. We have received several Requests for Further Information (RFIs), and responses have been provided for all except two items. We are awaiting feedback from the consultant on these remaining matters and expect to receive it within the next few days. The project is currently awaiting resource consent approval, with construction expected to commence once consent is granted. The aim is to complete the project ahead of the peak summer season. Ross Mining Ltd has been engaged as the construction contractor and is manufacturing components in advance to enable a fast deployment once the site becomes available.

10.4. Transportation

All planned chipseal resurfacing was completed in April with a reduced amount of AC resurfacing carried out in the CBD and East Town Belt in May. Staff will look to adding areas not completed into the 2026/27 Reseal Programme.

Her Worship the Mayor and the Transportation Manager met with a NZTA representative in June to discuss alternative options for the Haast Jackson Bay Road (SPR) funding within the next NLTP. With Local government reform also on the cards this NLTP is not a suitable time to also be working through a SPR Transitioning from 100% funding to 64%. The Transportation Manager is preparing a follow up submission for NZTA Board consideration that contains alternative options. This is targeted for delivery to NZTA in the third quarter of July.

Electronic variable signs for Kokatahi, South Westland Area School and Hannahs Clearing School have now all been installed and activated. This now completes the required changes to school speed limits.

Uptake has been slow with students/young drivers taking up the Road Safety sponsored StreetSmart Driver Safety training (Run by the Tony Quinn Foundation) This training is now available in Christchurch, Cromwell, Timaru and Invercargill in the South Island. WDC (through the road safety funding) will continue sponsoring 20 places at $149 each with confirmed course dates in October 2026 for Christchurch and Cromwell.

The Transportation team are actively working on putting together the next funding big for National Land Transport funds for the 2027/2030 Triennium. This bid will be similar to the previous funding allocation with relatively minor variations to specific activities. NZTA during the recent SPR meeting informed us that the total upcoming National Land Transport Fund (NLTF) will be approximately 1/3 smaller than the 2024/2027 so we anticipate this may mean a potential reduction in overall funding allocation. If this does eventuate then we will likely need to actively review overall levels of service and delivery to suit. The government decision to defer January 2027 increases in Road User Charges (RUC) and Fuel Excise Duty (FED) is being blamed for this reduction in NLTF.

Presently Council's vehicle fleet sits at 10 vehicles, 8 of which are Hybrid or Plug in Hybrids. We have 2 vehicles due for replacement in the next financial year and will be continuing to look at purchasing hybrids as replacement vehicles. Since changing to primarily hybrid vehicles, we have reduced fuel usage by approximately 40%. Fully electric vehicles to date have not had the range suitable for the lack of charging facilities we have in Westland but that will likely change as the infrastructure to support these vehicles increases.

10.5. Other Projects

Hokitika Racecourse Development

The Hokitika Racecourse development enabling infrastructure project and the Crestview development has been completed and opened to public. New home building has started on 5 lots within the Crestview development.

The survey work and subdivision consent for the care facility on Superlot 4 has started.

Ross and Hokitika Swimming pool projects

The Ross Swimming pool structural upgrade project tender has been completed. A contractor was identified; however a delayed start was negotiated with the contractor allowing council to peruse external funding to offset the budget shortfall of the project. Council is currently looking at potential funding options

The Hokitika swimming pool heating system upgrade tender has been awarded, and the contractor has ordered the long lead items. The project has been scheduled to be ready for opening of the pool with the new heating system running on 25 November 2026, with the AHU being installed in February 2027. All internal works inside the pool hall including ducting and electrical works will be completed by 3 September.

10.6. Asset Strategy and Development

Land Sale and Classification Review

A review of Council-owned land has been completed to assess land status, future requirements, and opportunities to improve the management of Council-owned properties.

The review identified a number of properties that require classification, reclassification, or other land status changes under the Reserves Act, with some able to be progressed by Council resolution and others requiring public consultation and statutory processes.

Further consideration is required for a small number of properties where Council will need to determine the preferred long-term management approach.

A workshop is planned to review the findings and confirm the preferred approach before recommendations are brought to Council to commence the required actions.

External Funding

Council secured $1.6 million in funding from the International Visitor Conservation and Tourism Levy for the construction of a new suspension bridge across the Totara River.

The proposed upgrade of the Mahinapua Boardwalks on the West Coast Wilderness Trail remains on hold while funding applications through the Maintaining the Quality of Great Rides Fund are paused. The project, being undertaken in partnership with the Department of Conservation, had previously progressed to the second stage of the funding process.

Policies, Plans & Bylaws

A draft Solid Waste Bylaw has been prepared and is currently undergoing legal review. Following this review, the draft bylaw will be presented to Council prior to public consultation.

Initial planning has commenced for the development of the Asset Management Plans and Infrastructure Strategy that will support the next Long Term Plan.

11. Recommendation

11.1. That the Quarterly Report from the Chief Executive dated 1 April - 30 June 2026 be received.

Barbara Phillips
Chief Executive