



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 23 JUNE 2022 COMMENCING AT 1 PM

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

1. KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was read by Cr Neale

2. MEMBERS PRESENT AND APOLOGIES

| Chairperson | Acting Mayor Carruthers | |
|-------------|----------------------------------|---------------------|
| Members | | |
| | Cr Davidson | Cr Hart |
| | Cr Hartshorne (from 1:24pm) | Cr Neale (via zoom) |
| | Cr Keogan | Cr Martin |
| | Kw Tumahai (arrived late 1:12pm) | Kw Madgwick |

NGĀ WHAKAPAAHA APOLOGIES

His Worship the Mayor

Kw Tumahai – from 1:12pm

Cr Hartshorne – from 1:24pm

Moved Cr Davidson, seconded Cr Martin and **Resolved** that the apologies from His Worship the Mayor, Kw Tumahai (for lateness) and Cr Hartshorne (for lateness) be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor (via zoom); S. Johnston; Governance Administrator.

3. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and available on the Council table. There were no changes to the Interest Register noted.

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

There were no urgent items of business not on the Council Agenda.

5. **NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS**

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

- **Ordinary Council Meeting Minutes - 26 May 2022**
- **Extraordinary Council Meeting Minutes – 14 June 2022**

Moved Acting Mayor Carruthers seconded Cr Hart and **Resolved** that the Minutes of the Ordinary Council Meeting held on the 26 May 2022 and the Minutes of the Extraordinary Council Meeting held on the 14 June 2022 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Council Meeting Minutes of 26 May 2022 and the Extraordinary Council Meeting Minutes of 14 June 2022.

The Minutes of the committee meeting to be received:

- Community Development Committee Meeting - 20 October 2021
- Cycling and Walking Sub-Committee Meeting – 3 March 2022
- Community Development Committee Meeting – 7 March 2022

Moved Acting Mayor seconded Cr Davidson and Resolved that the Minutes of the Community Development Committee Meeting held on the 20 October 2021, the Cycling and Walking Sub-Committee Meeting held on the 3 March 2022, and the Community Development Committee Meeting held on the 7 March 2022 be received.

6. **ACTION LIST**

The Chief Executive, Simon Bastion spoke to the Action List and provided the following updates:

- **Speed Limit Register Review – Stage 2**
To be completed after Annual Plan Process. To date only received a couple of minor requests for changes that will need consulting with Group Managers on. Cr Martin asked when this process could proceed following the Annual Plan. CE advised that an update would be provided at the next council meeting with a Transportation update.
- **Ross Chinese Gardens – Flooding Issue**
CE visited and spoke with the Contractor doing the work and the Community Member representing the community. Agreed on completion date of 1/9/22 bearing in mind all materials are supplied for free.
Hamish Webster (WDC Project Manager) is following up again in the next 2 weeks.
- **Investigate costs to bring Pakiwaitara and Council HQ up to Earthquake standards**
In an earlier workshop last week, no further progress has been made on this.
- **Pakiwaitara Business Case timeline**
In an earlier workshop last week, no further progress has been made on this.
- **Infrastructure Acceleration Fund Development Submission Bid**
Still in progress. More on this in the CE's report.
- **Gambling Policy**
Pushed back to August 2022. Consultant appointed.

- **Hokitika Beach Sign**
Initial discussions have been had with the creator of the sign and is happy to work with to make it semi-permanent.
- **Waka Kotahi**
Some examples to be sent to James Caygill, (Director of Regional Relationships, Waka Kotahi NZ), referring to items raised by Cr Hartshorne at the May Council Meeting.

Moved Cr Martin seconded Cr Keogan and **Resolved** that the updated Action List be received.

The following items were taken out of order to the Agenda:

8. PŪRONGO KAIMAHI STAFF REPORTS

- **Chief Executive's Report & PowerPoint Presentation**
Chief Executive: Simon Bastion spoke to this item and advised
- 1.1. The purpose of this report is to provide an update on the positive aspects that are happening in the Westland District, and update Council on any matters of significance and priority.
- 3 Waters Reform update including C4LD
 - 3 Waters Capital Works Program
 - Hokitika Waste Water Treatment Plant (HWWTP) – good engagement. The Team and Iwi Representatives visited the Greymouth Waste Water Treatment Plant on the 22 June 2022, which was good to see the potential of what a Hokitika plant could look like. Next workshop is being held next week (29/6/22)
 - Hokitika Swimming Pool Renovation
 - Tourism Infrastructure Funding (TIF) Applications
 - Carnegie Building
 - Footpath Maintenance & Renewals
 - Old Christchurch Road Seal Extension
 - Pakiwaitara Building
 - Custom House
 - Parks and Reserves (Playgrounds)
 - Racecourse
 - Stewardship Land Review
 - Other Activities
 - Finance
 - Information Technology
 - Information Management
 - Hokitika Museum Report
 - Staffing Update

The Chief Executive answered questions from the Councillors and advised the following:

Regarding the \$600k that was taken off the Swimming Pool costs - this was able to happen due to some of the scope of work being scaled back. The pool will be basic and functional but won't have a high spec finish. CE highlighted additional funding has been sought through Kānoa – Regional Economic Development & Investment Unit (Kānoa – RDU) and update will be mid-August.

In regard to whether the Town Belt East Storm Water Project included a pump station – this information was not available and would need to be looked into.

With the Stewardship Land Review - Council will liaise with West Coast Councils to consider a submission in support of the Ngai Tahu Reserves. However, it is a matter for the Councillors to put to the Mayors and Chairs.

Kw Tumahai – joined the meeting 1:12pm

- **Capital Projects PowerPoint Presentation**

Presented by Chief Executive Simon Bastion.

3 WATERS REFORM PROJECTS:

- Hari Hari Water Mains Upgrade
- Fox Glacier Water Mains Upgrade
- Hari Hari new treated water reservoir
- Blue Spur new treated water reservoir
- Franz Josef replacement raw water reservoir and generator
- Ross Water Treatment Plant replacement membrane unit and generator
- Haast Water Treatment Plant – Rock work and generator
- Haast Waste Water Treatment Plant septage receiver and security camera
- Fitzherbert Street Waste Water Pump station upgrade and generator
- Town Belt East Stormwater project

3 WATERS ANNUAL PLAN PROJECTS:

- Arahura Water Treatment Plant
- Franz Josef new Air Dryer
- Kanieri Rd Waste water pump station upgrade
- Ross Water supply extension of Jones Creek Supply
- Fox Glacier Waste Water Treatment Plant Upgrades
- Hokitika Stormwater Mains Replacement
- Kanieri Stormwater Upgrade (St Albans St)
- Wharf Street Upgrade
- Sale St Flap Gate
- Custom House
- Westland Footpaths
- Kanieri Crossing and Intersection
- Whataroa Playground
- TIF Projects
- Carnegie Buildings
- Hokitika Swimming Pool

Moved Deputy Mayor Carruthers seconded Cr Hart and **Resolved** that

- A) The Quarterly Report from the Chief Executive dated 23 June 2022, including the PowerPoint Presentation be received.

7. NGĀ TĀPAETANGA

PRESENTATIONS

- **Rural Copper**
Head of Corporate Relations, CHORUS: Nathan Beaumont
 - Rural Copper
 - Copper Withdrawal
 - Copper Withdrawal Code
 - Copper Withdrawal - Where Fibre is available
 - Copper Withdrawal by the numbers (as of June 2022)
 - Spark's PSTN Migration
 - Copper Network

Nathan Beaumont answered questions from the Councillors and advised the following:

The fibre network is a robust network that can handle water (as opposed to the old copper network). Regarding smaller communities that cannot currently connect to the fibre network; Chorus is looking at coming up with a plan where fibre is not available in these smaller more rural communities, and Chorus would be amenable to work in with these smaller communities to come up with a deal where they could contribute to get fibre to their gate. Chorus have currently spent \$4-5 billion to get fibre where it is now, and to get it to rural New Zealand means the costs increase. It is not impossible, but Chorus is looking at how they can work in with the Government and Crown Infrastructure to look at furthering things.

The good thing with fibre, is once it is in the ground it can be upgraded – its limits are almost endless. It's a multi decades infrastructure.

Nathan also advised that there is a second cable that runs down the West Coast, so, if communications are cut to the first cable, communication traffic gets redistributed to the second cable – which is helpful in disaster situations. Information on this can be sent out to the Councillors.

Moved Deputy Mayor Carruthers seconded Cr Martin and **Resolved** that the presentation from Head of Corporate Relations, Nathan Beaumont from Chorus be received.

8. PŪRONGO KAIMAHI STAFF REPORTS Continued

- **Financial Report**
Finance Manager: Lynley Truman spoke to this item and advised

1.1 The purpose of this report is to provide an indication of Council's financial performance for eleven months to 31 May 2022.

The Finance Manager answered questions from the Councillors and advised:

The \$10.10 million surplus is not cash surplus. It is to do with swaps and gains. For future reporting there will be another section added that takes off the Capital Project Fundings, the gains on swaps and vested assets to give a more understandable figure.

Regarding the debt figure going up – it has gone to \$29.8 million, however, the budget was \$33 million. It is all based on what the Long-Term Plan was.

Moved Cr Hart seconded Cr Davidson and **Resolved** that

- A) The Financial Performance Report for 31 May 2022 be received.

- **Rates Write-Offs**

Finance Manager: Lynley Truman spoke to this item and advised

- 1.1 The purpose of this report is to request Council approval to write off rates debts deemed uncollectable, and to apply remissions, for the financial year ended 30 June 2022.

Moved Deputy Mayor Carruthers seconded Cr Hartshorne and **Resolved**

- A) That the report be received.
B) That Council approves the total proposed rates write offs and remissions of \$345,892 including GST.

- **Elected Members Allowance Policy**

Group Manager, Corporate Services: Lesley Crichton spoke to this item and advised

- 1.1 The purpose of this report is for Council to adopt the updated Elected Members Allowances Policy. A review to update this policy after 3 years is standard and is timely, due to it being an election year.

The Group Manager advised that Mobile phones and internet services are already incorporated in the allowances the Councillors receive.

The Group Manager also advised that the kilometre rate is based on the elected members remuneration. The rate has increased effective from 1st July 2022.

Moved Cr Davidson seconded Cr Martin and **Resolved** that

- A) The report be received.
B) The updated Elected Members Allowances Policy be adopted.

- **Westland Holdings Limited – Final Statement Of Intent**

Director, Westland Holdings Ltd: Chris Rae spoke to this item and advised

- 1.1 Westland Holdings Limited (WHL) for the three years beginning 1 July 2022.

Current Situation:

The changes that have been made since the drafts are as follows:

- **Westroads Limited (WRL)**
 - a) Income and expenses are higher.
 - b) Net profit has reduced.
 - c) The dollar amount for which WRL must seek approval of WHL for capital purchases has decreased from \$750,000 to \$500,000 (to match the WHL SOI).
 - d) A new non-financial performance measure stating that the strategic plan will be updated every year.
- **Destination Westland Limited**

The only changes are in the budget, including increased legal costs.

Councillors raised the question regarding Acquisition Procedures, and if a similar clause was needed for disposal.

The Director of WHL advised that they would be happy to raise this point and work on it.

The Chief Executive advised that further in-depth discussion would need to be had around disposal and acquisition detail before it could be formalised as a resolution. The possibility of a Workshop with Westland Holdings Limited could be helpful and advised that the following week at a scheduled meeting with WHL he would discuss this with them.

Moved Deputy Mayor Carruthers seconded Cr Hartshorne and **Resolved** that

- A) The report be received.
- B) The final Statement of Intent for Westland Holdings Limited for the three years beginning 1 July 2022 be received.

9. ADMINISTRATIVE RESOLUTION

- LGNZ Conference – Confirmation of Attendance 20-22 July 2022 in Palmerston North.
The following will attend the Conference:

Deputy Mayor Carruthers
Cr Martin
Chief Executive Simon Bastion

This is a good networking opportunity, and a good time to hear what is going on around the Country.

Moved Cr Davidson seconded Cr Hart and **Resolved** that the above-mentioned members are going to the LGNZ Conference in Palmerston North on 20-22 July 2022.

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

(to consider and adopt confidential items)

Moved Deputy Mayor Carruthers, 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 2:28pm.

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 – 26 May 2022 | Good reasons 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 |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Protect the privacy of natural persons, including that of deceased natural persons. Section 7(2)(a). |
| 1 | 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 (Schedule 7(2)(b)). |
| 1 | Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)) |

Moved Deputy Mayor Carruthers, seconded Cr Davidson 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 2:31pm.

Meeting adjourned 2.31pm for afternoon tea.

Meeting re-convened at 3:03 pm for the Community Service Award Presentation to Howard Hughes.

7. NGĀ TĀPAETANGA

PRESENTATIONS CONT.

- **Community Service Award – Mr Howard Hughes**
Deputy Mayor David Carruthers

Mr Howard Hughes and family attended this part of the presentation.

The Chair presented a Community Service Award to Mr Howard Hughes in recognition of his many years of service to the Hokitika Community maintaining the Hokitika Town Clock.

**DATE OF NEXT ORDINARY COUNCIL MEETING – 28 JULY 2022
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 3:11 PM

Confirmed by:

Deputy Mayor Carruthers
Chair

Date: 28 July 2022