



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, 26 NOVEMBER 2020 COMMENCING AT 1.00PM

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 Kw Madgwick

2. MEMBERS PRESENT AND APOLOGIES

Chairperson	His Worship the Mayor	
Members	Cr Carruthers (Deputy) (via Zoom)	
	Cr Davidson	Cr Hart
	Cr Hartshorne (Via Zoom)	Cr Kennedy (Via Zoom)
	Cr Keogan	Cr Martin
	Cr Neale	Kw Madgwick
	Kw Tumahai	

NGĀ WHAKAPAAHA APOLOGIES

No apologies received.

STAFF PRESENT

S.R. Bastion, Chief Executive; L. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Services Manager (joined the meeting during public excluded); L. Sparks, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor; M. Smith, Committee Secretary.

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 – 22 October 2020**

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that the Minutes of the Ordinary Council Meeting held on the **22 October 2020** be confirmed as a true and correct record of the meeting.

- **Extraordinary Council Meeting Minutes – 2 November 2020**

Moved Cr Martin, seconded Cr Hart and **Resolved** that the Minutes of the Extraordinary Council Meeting held on the **2 November 2020** be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Ordinary Council Meeting Minutes held on the 22 October 2020 and the Extraordinary Council Meeting Minutes of 2 November 2020.

6. ACTION LIST

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

Kaniere School Students – Cycle trail Update: progress, placement and site visit

(3 associated action items were merged and reported together)

The signs for the Kaniere crossing are currently in transit and expected to be delivered within the next week and works to commence within 2 weeks.

The location of the crossing has been reviewed by staff at the request of Council, after review staff advise that the site has been specifically situated to provide the correct level of advanced warning while also achieving optimum advanced sign visibility to all motorists. Relocation of this crossing closer to the bridge intersection would compromise the effectiveness and safety of this setup. The crossing has been primarily provided for school children both on foot and on bikes.

The site visit was scheduled for the 19th November 2020. Due to no councillors being available we will look at rescheduling the meeting.

Speed Limits

Public consultation has been completed. District Assets staff are completing a recommendations report to bring to Council for endorsement at the 10th December Council Meeting.

Transfer of Pensioner Housing to Destination Westland

An update to this action was provided to the Economic Development Committee on the 29th October 2020. A report to Council from Destination Westland is to be presented at today's Council Meeting.

Fox Landfill

PGF Funding is supporting the relocation of the Fox landfill material to Butlers Landfill as well as funding a final sweep of Fox River for any visible remaining materials.

Glacier Guides has been contracted to complete the river clean up and has completed 80% of the river area requiring rubbish removal. Consent applications for Butlers Cell construction and Fox landfill works are in progress. A Tender is currently out for a landfill transfer contractor.

Iwi Representation around the Council Table

Response was received from the Department of Internal Affairs. Further discussions to be completed on the next steps. Remit required to continue with this item, to be actioned in 2021.

Hokitika Waste Water Treatment Plant

The Three Waters Stimulus Funding Delivery Plan is conditionally approved for the Hokitika Wastewater Treatment Plant feasibility work. More detailed milestones and costs are to be submitted for approval. Stantec has been appointed to prepare a cost proposal and commence with the stakeholder engagement process.

Actions noted:

1. Kaniere Cycleway Crossing - A new site visit is to be organised for Councillors.
2. Speed limit changes – Can a visual of the proposed changes be made available to the public if possible. To be reviewed with the District Assets team, item maybe deferred for further review.
3. Waste Management Workshop to be organised before the Long Term Plan.

Moved Cr Neale, seconded Cr Martin and **Resolved** that the updated Action List be received with the above actions noted.

7. NGĀ TĀPAETANGA PRESENTATIONS

• Westland District Revaluation 2020

Gail Smits and Jeremy Clayton from Quotable Value spoke to this presentation. The topics covered were as below:

- Revaluation Process
- Rating values vs Market Values
- Revaluation Overview
- 2020 Land Value by Sector
- Westland House Value Market Movement
- Residential Market
- Residential Dwelling Values Change 2020
- Residential Dwelling Average Values 2020
- Rural Market
- Rural Value Change 2017 – 2020
- Rural Lifestyle Market
- Business Properties
- Business Properties Value Change 2017 – 2020
- Overall Results
- Objections
- Key Dates

Moved Cr Davidson, seconded Cr Neale and **Resolved** that the Westland District Revaluation 2020 Presentation from Gail Smits and Jeremy Clayton at Quotable Value be received.

• Westland Holdings Limited – Council Update November 2020

Joanne Conroy, Chair; Chris Gourley, Director and Chris Rea, Director from the Westland Holdings Board spoke to this presentation. The topics covered in the Council update were as below:

- Westland Holdings Structure
- Westland Holdings Board
- Growth and Protection of the Westland Community, economy and our Environment.
- Westland Holdings Results Year end 30 June 2020

- Project Updates
- Westroads Key Results 30 June 2020
- Destination Westland Key Results 30 June 2020

The Mayor and Councillors were invited to the Westroads AGM to be held 27th November at 10.30am at the Beachfront Hotel.

Moved Cr Keogan, seconded Cr Davidson and **Resolved** that the Westland Holdings Limited Council Update from Joanne Conroy, Chris Gourley and Chris Rae from Westland Holdings Limited be received.

- **Westland Holdings Limited – Pensioner Housing Update Report**

Joanne Conroy, Chair at Westland Holdings Limited spoke to this report and advised the purpose of the report is to consider adoption of the Draft Pensioner Housing Strategy provided to Council.

Joanne Conroy advised that between sending council the report and presenting it today that the Board of Destination Westland resolved to adopt the strategy policy document with a new minor change to the wording around the eligibility criteria. The additional wording to the criteria was added '*As per the current Destination Westland Policy for eligibility*'. This allows Destination Westland to review and alter the policy in the future without having to redo the whole policy strategy should adjustments need to be made.

Moved Deputy Mayor Carruthers, seconded Cr Keogan and **Resolved** that:

- A) Council receive the report.
- B) Council approve the option to transfer the pensioner housing asset and the balance of the associated depreciation reserve to Destination Westland Limited is consulted through the long-term plan consultation and engagement process.
- C) Council adopt the draft Pensioner Housing Strategy as attached.

Cr Kennedy was against the motion.

8. PŪRONGO KAIMAHI STAFF REPORTS

- **Financial Performance: October 2020**

The Finance Manager spoke to this item and advised the purpose of this report is to provide an indication of Councils financial performance for four months to 31 October 2020.

Cr Hart suggested separating the rates rebates from the sundry debtors going forward. The Finance Team have taken this on board.

The Chief Executive thanked the Regulatory Services Manager and acknowledged the work done to recover costs from the Westland December and March flooding events, securing a refund of \$267,000 from Civil Defence.

Cr Keogan left the Chambers at 2.49pm and returned at 2.51pm.

Moved Cr Neale, seconded Cr Hart and **Resolved** that the Financial Performance Report: October 2020 from the Finance Manager be received.

- **Approval of Marks Road Local Purpose Reserve Fund – Community Portion**

The Community Development Advisor spoke to this item and advised the purpose of this report is to advise Council that the Haast Community would like approval to utilise funds from the Marks Road Local Purpose Reserve Fund allocated to Community Development.

Moved Cr Kennedy, seconded Cr Hartshorne and **Resolved** that:

- A) That the report be received.
- B) That Council approve the release of funds from the Marks Road Local Purpose Reserve Fund for the Haast Community Projects as they arise for payment as set out in Appendix 1.

- **Approval of Marks Road Local Purpose Reserve Fund – Civil Defence Portion**

The Community Development Advisor spoke to this item and advised the purpose of this report is to advise Council that the Haast Community would like approval to utilise funds from the Marks Road Local Purpose Reserve Fund allocated to Civil Defence in the Haast Community.

Moved Cr Kennedy, seconded Cr Hartshorne and **Resolved** that:

- A) That the report be received.
- B) That Council approve the release of funds from the Marks Road Local Reserve Fund for the Haast Civil Defence Projects (appendix 1) as they arise for payment.

Deputy Mayor Carruthers left the meeting at 3.01pm and returned at 3.02pm.

- **Detailed Seismic Assessment – Westland District Council Offices, 36 Weld Street, Hokitika**

The Chief Executive spoke to this item and advised the purpose of this report is to inform Council of the Detailed Seismic Assessment (DSA) for the Westland District Council Building at 36 Weld Street, Hokitika.

Moved Cr Keogan, seconded Deputy Mayor Carruthers and **Resolved** that:

- A) The report be received.
- B) Council commits to placing the proposal for structural improvements to Council's offices to increase the building from 34% NBS to meet at least 67% NBS through the Long Term Plan.
- C) Council instruct the Chief Executive to seek external funding opportunities towards the report.
- D) Council instruct the Chief Executive to consider the long term future of our buildings in relation to staff requirements.

The Mayor then advised that the meeting would be adjourned after Council moved into the public excluded section of the meeting for a short break.

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

(to consider and adopt confidential items)

Moved His Worship the Mayor, seconded Cr Davidson 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 3.37pm.

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 – 22 October 2020	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 or withholding exists. Section 48(1)(a)
2.	Contiguous Rating Adverse Possession	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 or 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
1,2	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: (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)(ii)).
1	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 (Section 7(2)(c)(i)).
1	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(c)(h)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). (Section 7(2)(i))
1,2	Maintain legal professional privilege. (Section 7(2)(g)).

Moved Cr Kennedy, seconded Cr Hart 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 4.55pm.

**DATE OF NEXT ORDINARY COUNCIL MEETING – 10 DECEMBER 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 4.55PM

Confirmed by:



**Mayor Bruce Smith
Chair**

Date: 10.12.20

Confirmed by:



**Cr Latham Martin
Acting Chair – Public Excluded**

Date: 10.12.20