



WESTLAND
DISTRICT COUNCIL

MANAGEMENT REPORTS

Council Chambers

**Thursday
25 August 2011
9.00 am**

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PLANNING AND REGULATORY SECTION

From 1st – 30th June 2011 (reporting period)

1. ANIMAL CONTROL:

1.1 The annual registration of dogs has commenced. A review of contractual arrangements was undertaken in July. There were 3 areas of the contract that required improvement.

1.2 The annual report on dog control is in preparation.

1.3 Statistics:

	04-05	05-06	06-07	07-08	08-09	09-10	10-11	Year to date
The number of registered dogs in the District.	1472	1455	1449	1441	1489	1484	1511	1128
The number of probationary owners and disqualified owners in the District.	0	0	0	0	0	0	0	0
The number of dogs classified as dangerous or menacing in the District.	0	0	0	0	0	0	0	0
The number of infringement notices issued by the Council.	56	26	10	11	18	15	19	0
The number of dog related complaints received by the Council and (since August 2007) the Contractor.	34	47	51	130	109	86	110	16
The number of prosecutions taken by the Council under the Act.	10	6	3	11	18	13	12	0

1.3 Levels of Service

Level of service	Performance measure	Report
The public are safe from dogs.	All complaints are responded to within 1 working day.	Of 12 service requests received, 10 were responded to within one working day.
	That the public are satisfied with the service.	The external satisfaction survey indicates that 50% of residents are satisfied with the control of dogs, 42% are not very satisfied and 8% are not able to comment. Of users of the service, 24% were very/fairly satisfied.

Records will be kept relating to dog numbers, location, sex and breed and in conformity with the National Dog Database (NDD).	Records are accurate and comply with the requirements of the National Dog Database.	Records are updated to the NDDB every working day and any discrepancies are corrected the next working day. Costs to the Council in maintaining the NDDB will be \$1493.72 for the 2011-12 year.
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2. INSPECTORATE:

2.1 Building:

2.1.1 Statistics for the reporting period:

- Building Consent applications received for processing: 27.
- Building Consents granted: 33.
- Value of granted consents: \$2,100,000.
- Average consent value: \$63,636.
- Number of consents with values in excess of \$5,000.00: 30.
- Of note were consents granted for five new dwellings.
- The average number of days for building consent processing for the reporting period was 6 days (the statutory requirement is 20 days). The average number of days for processing for the year ended 30 June 2011 was 6 days (2009 was 9 and 2010 was 7).

2.1.2 Complaints:

- No complaints were received during the period.

2.1.3 Council is an accredited and registered Building Consent Authority. A reassessment of accreditation requirements was undertaken during the period 27 - 28 July 2011 by International Accreditation New Zealand (IANZ).

At the exit meeting the assessors made the comment that the Westland BCA has some very good systems, they were well embedded, the staff display good knowledge, we have good records, there were no "serious" omissions and they saw several things that were innovative and not seen elsewhere. There will be a couple of corrective action requirements....they will be formally received in due course. None of the corrective actions will present difficulties in achieving.

2.1.4 The proposal to operate common Building Consent Authority procedures across the Region is on hold while the Department of Building and Housing reassesses priorities for the future after the announcement by the Minister for Building and Construction that the Number 3 Building Amendment Bill is on hold.

2.1.5 There is a statutory duty to deal with all building consent applications within a 20 working day time frame.

The LTCCP target.....	Is to grant 100% of building consent applications within 20 working days.
For the month under review the extent of achievement is....	100%
Reasons for non-achievement.	
Actions from previous reports.	As at September 2010, the procedure on the receipt of additional information has been changed to ensure that the relevant application is taken off hold.
Actions to be taken.	Nil

2.2 Building Consent Statistics:

Year	No of granted consents	Value	Number and % granted within statutory time frame	Average processing days
2003-2004	511	\$25,148,769	494 & 96%	9
2004-2005	427	\$28,394,982	362 & 84%	15
2005-2006	373	\$34,669,145	250 & 67%	17
2006-2007	391	\$29,030,695	249 & 64%	20
2007-2008	474	\$73,193,273	324 & 68%	18
2008-2009	366	\$28,391,197	364 & 99%	8
2009-2010	344	\$24,456,744	341 & 99%	7
2010-2011	298	\$22,767,072	297 & 100%	6
January	18	\$1,909,850	18 & 100%	6
February	14	\$1,724,500	14 & 100%	7
March	22	\$1,656,840	22 & 100%	5
April	26	\$2,357,119	26 & 100%	5
May	26	\$1,833,100	26 & 100%	6
June	22	\$2,069,100	22 & 100%	6
July	33	\$2,100,000	33 & 100%	6
Projection 2011-12	390	\$31,000,000	100%	Less than 10

2.3 Environmental Health:

2.3.1 All procedures are up to date. The Contract is current until 31 July 2013.

2.3.2 The contractor has undertaken 24 food premises assessments during June and dealt with 37 enquiries and other inspections.

2.4 Liquor Licensing:

2.4.1 A total of 6 certificates, licences and renewals have been granted during the reporting period.

2.4.2 The annual report to the Liquor Licensing Authority is in preparation.

2.5 Pensioner Flats:

2.5.1 All maintenance procedures are up to date and are annotated in the AMP.

2.5.2 No complaints have been received. Two service requests were recorded during the reporting period.

2.5.3 The annual Tenant's Satisfaction Survey has been completed.

2.6 Levels of Service.

Level of service	Performance measure	Report
Process all applications lodged under the Building Act 2004 within the timeframes specified in the Act.	All building consent applications will be processed to a consent within 20 working days.	For the reporting period a total of 100% of Building Consent applications had been determined within the statutory time frames.
Process all applications lodged under the Building Act 2004 within the timeframes specified in the Act.	All Project Information Memoranda applications will be processed within 20 working days.	For the reporting period a total of 100% of Project Information Memoranda applications had been determined within the statutory time frames.
Provide day to day advice and assistance regarding proposals and applications.	All walk in customers will be satisfied with advice.	The results of the external satisfaction survey show that 50% of respondents are very/fairly satisfied with the service while 56% of users of the service are very/fairly satisfied.
Encourage compliance with health standards by undertaking inspections so that all food, liquor and other licensed premises comply with the relevant legislation.	All licensed and registered premises are inspected at least annually.	Of the 118 licensed and registered premises, 0 have been inspected since 1 July 2011.
	Investigate complaints about poor food handling and unsanitary conditions in any licensed premises within 3 working days	For the reporting period there were no complaints.
	Work with Police and Community Public Health to reduce the negative impacts of alcohol abuse.	A liaison meeting involving Council staff, the Police and Community and Public Health was held in Westport on 15 June 2011. This is the second meeting of the year. A report on the meeting was provided to the Safer Community Council.

3. RESOURCE CONSENTS:

- 3.1 The following WCRC notified resource consent applications were dealt with during the month: Nil
- 3.2 The following WCRC consent applications were given Section 95 approvals during the month: Nil

3.3 District Council Resource Consents:

3.3.1 The following resource consents have been put in place by other than staff delegated authority during the period:

- **Alpine Ready Mix and Contracting Limited: Non Complying Land Use.**

3.3.2 The following resource consents have been put in place by staff delegated authority during the period:

Number	Consent Holder	Type of Consent	Location
110019	Griffin Creek Hydro Ltd	Discretionary Land Use: Road formation and hydro-electrical power scheme. Up to 1.3MW.	Griffin Creek, SH 73
110048	Westland District Council	Discretionary Land Use: Extension to industrial activity	Hokitika Transfer Station, Hau Hau Road
110054	RJ Struthers & LM Watson	Discretionary Subdivision – Boundary adjustment	Woodstock –Rimu Road
110055	Westland District Council	Non complying Land Use: Exceed gross ground floor area for utility building	Ross Water Treatment Plant , Park Terrace, Ross
110056	BA & JM Morrison	Discretionary Land use: Riparian Modification to build bridge	Kapitea Creek, Chesterfield
110057	AF Win	Discretionary Land use: Exceed site coverage and encroach side and rear boundaries	Hall Street, Hokitika
110059	M & C O'Brien	Discretionary Land Use –Encroach on side boundaries	Tudor Street, Hokitika
110060	AG Breen	Noncomplying Land Use: side setback reduction	Arthurstown Road
110061	AJ Cameron	Controlled subdivision – 2 lots	Pine Tree Road
110062	JA & C Hawkins	Discretionary Subdivision: Variation of RC 100122 to proceed in stages	Milltown Road
110064	Maydon Trust	Discretionary Land Use: Relocate second dwelling in rural zone	Seddon Terrace Road

3.4 Resource Consent Statistics:

Year	Number of consents (subdivision & land use)	Number & % granted within statutory time frame (non-notified/no hearing only)	Average processing days (non-notified/no hearing only)
2003-2004	47 & 101	120 & 83%	18
2004-2005	101 & 70	83 & 54%	21
2005-2006	90 & 71	89 & 59%	22
2006-2007	69 & 120	86 & 48%	24
2007-2008	114 & 71	49 & 28%	42
2008-2009	47 & 93	98 & 77%	25
2009-2010	23 & 115	98 & 77%	11
2010-2011	32 & 91	106 & 99%	14
January 2011	7 & 5	7 & 100%	12
February 2011	0 & 3	3 & 100%	10
March 2011	1 & 5	5 & 100%	9
April 2011	2 & 2	4 & 100%	8.5
May 2011	2 & 11	13 & 100%	17
June 2011	1 & 10	11 & 100%	16
July 2011	3 & 7	10 & 100%	19

3.5 Levels of Service

Level of service	Performance measure	Report
Process Resource Consents within statutory timeframes as specified in Resource Management Act 1991.	100% of Resource Consent applications processed within the statutory timeframe.	For the reporting period 100% of <u>non-notified</u> Resource Consent applications without a hearing had been determined within the statutory timeframes.
	100% of Resource Consent applications processed within the statutory timeframe.	For the year to date, of 1 consent put in place, 100% of <u>limited notified</u> (no hearing) Resource Consent applications had been determined within the statutory timeframes.
	100% of Resource Consent applications processed within the statutory timeframe.	For the year to date, of 1 consent put in place, 100% of <u>limited notified</u> (hearing held) Resource Consent applications had been determined within the statutory timeframes.
	100% of Resource Consent applications processed within the statutory timeframe.	For the year to date, of 0 consents put in place, 0% of <u>publicly notified</u> (no hearing) Resource Consent applications have been determined within the statutory timeframes.
	100% of Resource Consent applications processed within the statutory timeframe.	For the year to date, of 0 consents put in place, 0% of <u>publicly notified</u> (hearing held) Resource Consent applications have been determined within the statutory timeframes.
Public complaints relating to environment are investigated and responded to within 10 days.	Complaints responded to within 10 days.	No complaints were received during the reporting period.
Provide and maintain a District Plan which is reflective of the community.	Work Plan is developed on changes required to the District Plan and these are effected.	The Strategy Committee has been appraised of work being undertaken and has approved two Plan Changes to proceed to notification.
Process all applications lodged under section 44A of the Local Government Official Information and Meetings Act within the timeframes specified in the Act.	100% of LIMs processed within 10 working days and for "fast track" applications, within 3 days.	(1) For the reporting period 100% of Land Information Memoranda had been issued within 10 working days. (2) For the reporting period 100% of "fast track" Land information Memoranda had been issued within 3 working days.

4. COMMUNITY/TOWNSHIP PLANNING:

4.1 Levels of Service

Level of service	Performance measure	Report
Developing plans according to schedule.	Consultation occurs with each plan and projects completed to schedule.	A timetable for the District Plan review extending over the next two years has been established by the Planning and Development Committee.
	Majority of community satisfied with plans produced.	The external satisfaction survey did not address satisfaction with specific plans produced. 50% of residents surveyed were satisfied with Town Planning, including Planning and Inspection Services. As part of the District Plan review, various parties have been asked about their satisfaction with the District Plan. This is a matter for further attention as part of the next survey.

5. FINANCIAL:

5.1 Financial report: (Attached)

5.2 The following fees and charges have been waived during the month for volunteer not-for-profit organisations:

- Westland Community Centre Inc: Resource and Building Consent fees waived.

6. APPROVALS:

6.1 The following documents have been sealed during the month:

- Nil.

6.2 The following documents have been certified during the month:

- Section 221 consent notice: Department of Conservation: Dillmanstown: Effluent disposal design if land to be used for residential purposes.

7. OTHER MATTERS:

DISTRICT PLAN REVIEW:

The Strategy Committee has approved two Plan Change proposals and will consider review priorities for the future.

CURRENT NOTIFIED RESOURCE CONSENTS:

RC 100098: JOHN SHIELDS MARLBOROUGH MOTELS LTD LIMITED NOTIFICATION

The application to erect and operate a 17 unit motel complex and manager's residence that includes reductions in side yard setback, car parks, over size signage, excessive gross ground floor area, encroaches the recession plane and includes fencing of over 2 metres in height at the corner of Fitzherbert Street and Hampden Street, has been subject to limited notification. A submission was received and the application has now been placed on hold at the request of the applicant.

RC 100151: TRUSTPOWER LTD: HYDROELECTRIC POWER SCHEME: MCKAYS CREEK & KANIERE FORKS

An application was received on 9 December 2010 from TrustPower Ltd to refurbish, operate and maintain a hydro-electric power scheme, under take vegetation clearance and associated consents to increase the intake and construct a new race and power station. Further information has been requested and the consent is consequently currently on hold. The application will be processed jointly with the West Coast Regional Council and will be publicly notified upon receipt of all further information. TrustPower Ltd have indicated further delay in the provision of this information due to consultants being affected by the Canterbury earthquake. **TrustPower Ltd submitted the further information which was been subject to a request for technical clarifications. The consent has now been publicly notified and submissions close on 9 September 2011.**

RC 110008: ALPINE READY MIX CONCRETE & CONTRACTING: COMMERCIAL ACTIVITY IN RURAL ZONE

The non-complying application to operate a concrete plant as a commercial activity in the Rural zone that exceeds noise limits and has an associated over-size sign at Sale Street, Hokitika was limited notified and received four submissions. The hearing was conducted by Her Worship the Mayor on 1 June 2011. The hearing was adjourned to consider whether further information was required in relation to further consents and stormwater disposal. **The application was placed on hold for a further application to be made but a signal was given that the application was likely to be declined. The applicant subsequently withdrew the application. An application has been made to operate out of a rural site on Adair Road.**

RC 110033: M & K FITZGIBBON: NON COMPLYING LAND USE: THEATRE ROYAL HOTEL: KUMARA

The proposal to renovate the hotel, including the operation of a hotel and cafe reducing the number of car parks provided on-site, exceeding hours of operation, excessive gross ground floor area, setback encroachment on Seddon and Second Streets, excessive building length on boundary and exceeding permitted area of signage, was limited notified on 5th July. **One submission was received from NZTA who did not wish to be heard and the decision granting the consent has now been released.**

RC 110010: TONY BREEN: COMMERCIAL ACTIVITY IN RURAL ZONE

The proposal to use land at 332 Arthurstown Road for commercial purposes including the operation of a motor bike repair and servicing workshop attracted one submission. **A hearing was conducted by Cr Hurley on Thursday 14th July. A decision to grant consent was released on August 1.**

RC 110017: B MORRISON: INDUSTRIAL ACTIVITY IN RURAL ZONE & SETBACK ENCROACHMENT

The proposal to use land at 338 Arthurstown Road to undertake small scale panel beating, store plants as part of a commercial activity and reduce the side yard setback. The application was limited notified and attracted one submission. **A hearing was conducted by Cr Hurley on Thursday 14th July. A decision to grant consent was released on the 1st August.**

RC 110014: FUR DRESSERS & DRYERS LTD (Peter Gray)

This non complying land use seeks to operate a commercial/ industrial activity in the residential mixed zone that employs 6 people and includes dressing and dying possum and other game skins at Revell Street, Hokitika. The application was accepted on the 21st March. Further information was requested in order to understand the effects of the operation on the 12th April and an adequate response was received on the 13th May. An assessment of who was affected by the proposal was made and the applicant informed on the 16th May. The applicant has chosen to approach the affected parties personally, rather than opt for limited notification. The consent remains on hold until these approvals are obtained.

OTHER:

Eddie Newman has been appointed Acting District Building Inspector.

OPERATIONS SECTION

To 31 July 2011

Risk Issues

1. Refuse issues
2. Waiho River – Franz Josef – Civil Defence issues

Health and Safety Issues

1. No H & S incidents in the month of July 2011.

Staff Matters

No matters to report

Activity Highlights

Cemeteries

Minor works have been actioned at the Ross Cemetery which will provide an additional 30 plots. Based on previous internments at this cemetery it suggests that this area will be sufficient for 6 to 8 years. Staff are investigating options for future development of this cemetery for inclusion in the 2012 LTP.

Swimming Pools

Hokitika Swimming pool was closed for the mid-season and reopened on 8th August 2011.

Community Halls and Buildings

Funding has been granted for the proposed Harihari Community Facility. The works are estimated at \$1,021,000.00. A meeting is scheduled with the community in August with the intention of working out a time frame for the project and the opportunities for community involvement.

Initial investigations on Ross playgroup rooms by structural engineers found that all the perimeter piles had rotted out and the building was effectively floating.

Following this investigation, access to the building was restricted. Fencing and warning notices were placed accordingly. Temporary props were placed to avoid further movement of the building. A detailed report was going to be prepared however, the Property Management Company made the decision to partially demolish the building.

Parks and Reserves

Cass Square was inspected by experts from New Zealand Sports Turf Institute on 11th July. A Drainage Assessment Report has been prepared and forwarded to the Operations Committee for comments.

Land and Buildings

The fire escape of the RSA building needs replacement. Works are of urgent nature. Design and estimates for the repairs are in progress. The stairway is a secondary form of escape for the upstairs portion of the building. The building itself can still be utilised.

Civil Defence

Council staff continue to be concerned about the Waiho River in Franz Josef during significant rainfall events.

Rural Fire

No rural fires reported for the period.

Transportation

No significant matters to report. Routine maintenance for the winter months is underway.

Water Supply

The referendum with regard to divesting the Hannahs Clearing Water Scheme was held on Wednesday 27th July 2011. The community voted 85.7% for divesting the scheme, 14.3% against. A further public meeting in Hannahs Clearing is programmed for late August to discuss the methodology for closure of the scheme.

The Contract for Ross Water Supply Treatment Plant was publicly advertised and closed on Friday 15th July. Filtration Technology Ltd was awarded the contract and has set a start date for physical works on the 5th September. A Hazard/Operations (HAZOP) meeting for relevant parties is scheduled for 15th August.

The Hokitika Water Treatment Plant took several strikes of lightning in bad weather during July which damaged the modem and other electrical outputs at the site. These issues were repaired as soon as possible and the plant continued to run as normal.

The Harihari Water Treatment Plant upgrade works are complete and the funding agreed under the TAP (Technical Assistance Programme) and CAP (Capital Assistance Programme) schemes from Ministry of Health has been received. There were administrative issues with the Ministry of Health on this funding agreement which took tremendous effort to resolve. Credit goes to Peter Anderson's team and especially Petrina Cannell who has done excellent work and the Council has now successfully received the contribution of \$593,200 (incl. GST) from the ministry. Well done Petrina.

Wastewater

De-sludging of Hokitika wastewater ponds was programmed to commence in 3rd week of July. An accident involving the Contractors equipment has delayed the commencement of this work until the start of September.

Stormwater

The Rolleston Street Pump Station contract was awarded to Evan Jones Construction Ltd. Work commenced on 25th July and is expected to take until the end of October to complete as procurement of the pump cannot be made until the start of that month.

Waste Management

Butlers Landfill is set to open in the month of September. The Operations Team is busy working on the demand management strategy for the district.

Public Toilets

During the month of July the wastewater line at the campervan site in Haast blocked up. The local maintenance crew attended the blockage, but couldn't resolve it as a digger was needed and it could only be sourced from Hokitika. As a result the toilets were closed for 5 days.

The blockages on this line are common and related to campervans discharging all sort of waste into the line. A concrete apron will be installed at this point soon to prevent any further blockages.

Community Township Development

The updated Kumara main street concept drawings have been approved by the community and staff have sent them through to NZTA for adoption. Once NZTA have approved these both parties have a base plan to guide future development in the streetscape. With the eminent construction of the cycle trail the community are very keen to progress some development works and may be seeking approval and funding assistance.

Public Libraries

The 1st of July saw the removal of the rental charge from the Adult Fiction collection, and this has been a popular move with the community, reflected in a **12% increase of issues** from the fiction collection compared to the previous month (June 2011). When compared to July 2010, there is a **15% increase in fiction issues**.

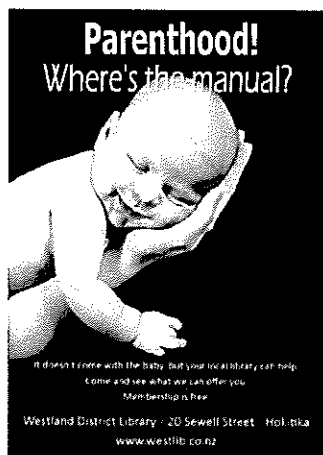
Other charges that came into effect on July 1st included an increase in the DVD rental charge, from \$2 to \$3 per week. This had made little impact on the issue figures for this collection with 387 being issued in July 2011, compared with 399 in July 2010.

Likewise the changes in the way the overdue fines are calculated, on a daily rather than weekly basis, has seen little impact in this first month, with \$560.60 collected compared to \$593.40 collected in July 2010.

July 4th-10th was Maori Language week, and a display of relevant material was mounted in the library. Children from the Te Kohanga Reo o Te Oho Ake o Taapuawai visited one wet, stormy afternoon and left a basketful of Maori-design cupcakes for staff to distribute to the public. This gesture was very much appreciated by all who received the tasty cupcakes.

July 22nd was New Zealand Poetry Day and, along with a display, poems were offered to the public to take home and enjoy.

To promote the pregnancy/parenting/childcare books in our collection a poster has been designed and placed in places like Plunket, playcentres, kindergartens, etc.



To promote the health books that make up the Books on Prescription collection, and the associated webpage on the library website, a poster has been designed and placed in all health clinics in Westland. Mary Abbott is responsible for designing both posters.

Visitor numbers to the library website www.westlib.co.nz continue to increase, with 723 visits in July. 363 of these were first time visitors. They looked at a combined total of 3503 pages, the most popular being those which give ideas for your next read.

The local SPCA has approached the library about providing a space where they could hold offsite adoption sessions once a week, as part of their effort to promote the national "Saving Lives" campaign. Council supports this cause, so from Saturday, August 6th, SPCA volunteers will bring 2 cats/kittens (in cages) along to the library foyer, for an hour during the morning, for people to view, with the option of adopting.

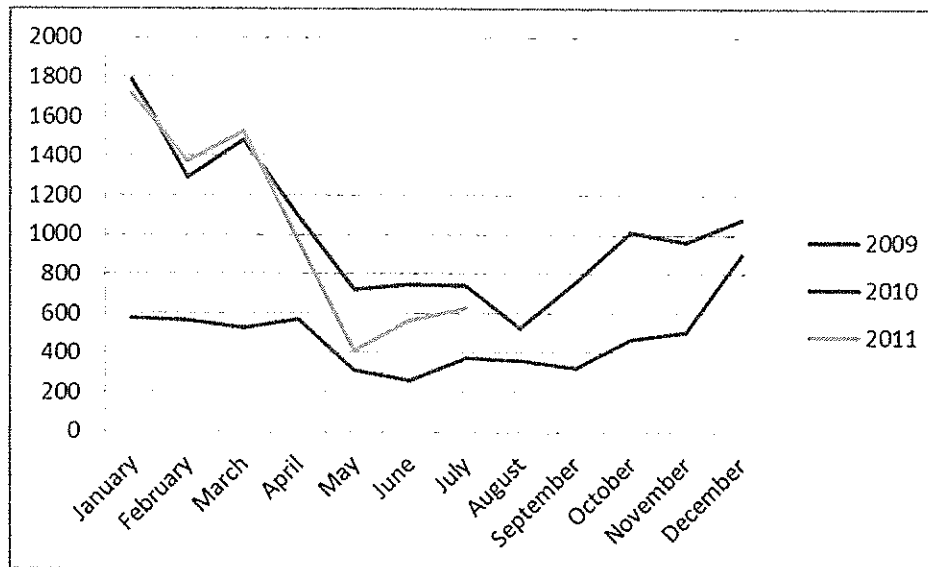
	July 2011	July 2010	YTD 11/12	YTD10/11
ISSUES	7901	7970	7901	7970
INCOME	2509.90	3162.70	2509.90	3162.70
Members: 3593 (42%)				

Hokitika Museum

Visitor numbers

	July 2010	July 2011
Paying visitors	255	284
Total visitors	739	627

Visitor statistics for July 2011 show that the slump in total visitor numbers has continued, however, the number of paying visitors increased slightly (11%). Again, as the graph below shows, museum numbers are still better than those in 2009.



Promotion and marketing

The template for the museum section on the Westland District Council web-site has been designed and work is in progress to populate the content. The number of people following us on Facebook continues to increase – 42 currently.

Reception and Carnegie Gallery

Museum staff took advantage of a cancelled gallery booking to paint the gallery in preparation for the whitebait exhibition and to put together a short-term exhibition of some items from the museum's collection. 'Treasures from the Store' was curated by archivist Mary Rooney and included a valuable collection of stuffed native birds, Seddon's birthday testimonial, prints from the Charles Lucas Collection of glass plates and other items of interest. The exhibition was aimed at locals and was visited by 93 locals and eight people from outside of the district.

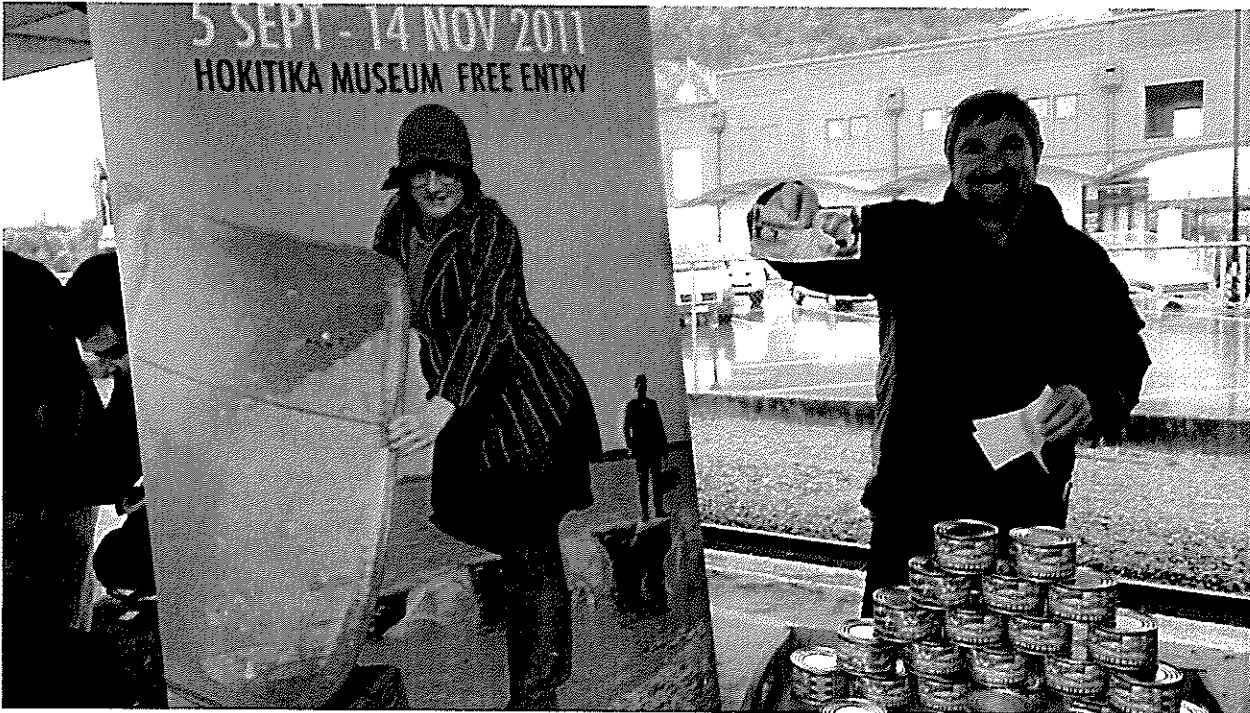
New Zealand's oldest telly is now on display in the museum reception.

Archives and Collection

Work is in progress on the museum's digital scanning project. The museum staff are working towards making a catalogue of the photo collection available on-line.

Whitebait exhibition

The exhibition production is now in its final stage.



Museum volunteer, Eddie Newman, did a great job handing out flyers for the exhibition at the Rugby World Cup Road-show in Greymouth, 10 July 2011. The replica tins of whitebait generated a lot of interest.

Promotional work included having a stand at the Rugby World Cup Road-show in Greymouth, writing an article for the NZ Memories magazine (for which we received a free advert) and talking on National Radio's afternoon show. In early September signs will be erected on the outskirts to town and on the i-Site/Events office window.

COMMUNITY SERVICES SECTION
To 31 July 2011

Community Groups and Funding:

Customer Group Core Value	Level of Service	Performance Measure	Information we will use to measure success	Actual 2011-2012	Target 2011-2012
Community Groups Accessibility	That infrastructure funding is available and able to be allocated to relevant groups.	Advertising of grants occurs 4 times a year	Newspaper ads Advertising in <i>Words on Westland</i>		4 times a year
		Number of groups applying	Applications received		10

July Meetings:

Meeting with Project Manager, Family and Community Services to discuss South Westland needs
Meeting with Trustpower Community representatives about the 2011 community awards
Workshop on overview of the charity and not for profit sector in NZ
Awatuna Parenting Programmes Trust meeting
Meeting with Westland Milk Products to discuss funding for community groups
CACTUS Trust meeting
Meeting of SPARC funding allocations committee
Enterprise Hokitika meeting
Meeting with the Coordinator of the local Te Rito Family Violence Network
Citizenship Ceremony
Community Patrols Level 2 Training workshop
BBBS meeting with parent and young person
BBBS group outing to Davy Hughes presentation
BBBS interview with a new mentor
BBBS meeting with young people
BBBS information session with prospective mentor
Presentation on BBBS to Small Towns Conference
BBBS meeting with parents
Restorative Justice Conference for a youth offender

A Comparison: Annual Safety Statistics Westland District 1 July 2006- 30 June 2011:

Financial Year	2006/07	2007/08	2008/9	2009/10	2010/11
Family Violence cases reported	42	53	69	74	74
Strengthening Families meetings facilitated	7	6	9	11	18
BBBS mentoring matches	11	13	14	14	14
Turnaround youth offending meetings	39	26	18	18	8
Neighbourhood issues meetings	3	4	1	2	0
Burglary Reported Offences	49	46	47	30	44
Reported Traffic Crashes	134	108	158	129	137
Incidents reported by the Community Patrol to Police	n.a.	n.a.	73	55	43

Source: Police Intell and Safer Community Council

Hokitika Community Patrol Statistics for July:

People related incidents	2
Breach of liquor ban	1
Patrol kilometers travelled	539kms
Volunteer Patrol hours	50:50hrs

There was no patrol Saturday 9 July, as directed by the Police, due to gusty wind conditions making driving unsafe.

Comments:

- 1. Big Brothers Big Sisters of Westland Mentoring Programme:** 13 matches with volunteers are currently in progress. 5 of these mentoring matches are at Hokitika Primary School. 8 boys and 1 girl are on the waiting list.
- 2. Safer Community Council Chit Scheme:** 3 new chit books were issued.
- 3. Hokitika Service/Retail Excellence Award:** 2 nominations were received during July. The winner was Leah Grant who was nominated by Jean Kay-Thompson. Leah works at The Snak Shak. The other nomination was for Kelly Walker.
Nominations for August close 31 August.
- 4. Hokitika Community Patrol:** 18 volunteers. 5 members attended the training session in Greymouth 23-24 July.

5. **Graffiti Removal:** None removed.
6. **Strengthening Families meetings:** No meetings facilitated.
7. **SPARC Funding:** The committee met and allocated \$10,925 to 7 sports clubs for travel costs.
8. **CCTV:** One camera is out of action for servicing.
9. **Fox Glacier Community Development Officer:** No report has been received as the officer is absent on leave.
10. **Franz Josef Glacier Development Officer:** The report for July has been received and there are no issues for Council.

2. SPORT WEST COAST JULY 2011 REPORT

School Holiday Programme:

Was successfully run with numbers were slightly below normal with 22 children enrolled. We visited Momentoes and SignLink Graphics linking our Creative NZ grant to local business and valuable artistic learning experience. It gave the kids a treasured hand and a printed tee shirt. The Hokitika Guardian covered this activity with several photos printed and these will be on the Sport West Coast website for future reference.

We are currently working on an advertising process to ensure we are capturing the greatest numbers we can to ensure the programme meets the needs of the entire community.

School Sports:

The Mary O'Connor Mini Marathon was held on July 10th in less than perfect conditions but a good number of youngsters turned out to compete in the various grades and there were some very smart times recorded. Well done to James O'Connor for his continued drive with this event.

I assisted Kokatahi School with their end of term House Challenge and the children undertook "Humanopoly" and Target Bowls and competed with a high degree of skill and competence.

Targeted Schools Progress:

I worked with classes at Kaniere School in the last week of term pursuing fundamental skills development and targeting game development. Sally Small our Fundamental Skills Advisor from Sport Canterbury is over in August to work in depth with the school in mid-August and a fundamental resource is being finalized to ensure support for the school.

KiwiSport Coordinators Application:

I have engaged a number of principals in the Westland Region with a view to employ a KiwiSport Coordinator for a joint schools cluster. This role would look to set up after schools clubs, lunchtime sport/activity coordination and link participation directly to sports clubs while increasing fundamentals skills. Response has been very positive and a KiwiSport application will be organized once detail is confirmed and supplementary funding secured. These roles have been successful in other Trust regions and we hope to replicate this in the Grey District later.

Targeted Sports:

We are working with closely with SPARC's 7 targeted sports.

- Netball delivered there community plan last week with new Cant Netball CEO Pete Smith & Development Officer Maree Bowden presenting to Hokitika & WC assns.
- Rugby we continue supporting the All Black visit.
- League. We have been working closely with Southern & NZ League to put a Development Officer on to the West Coast with particular emphasis on increasing participation numbers in Westland & Buller.
- Hockey. Is working on a regionalization process driven by Hockey NZ. Which could see WC hockey become part of a Greater Canterbury Region with a strong emphasis on higher performance pathways for players, coaching & player skill development.
- Gymnastics are driving their community sport plan also with participation focus and ensuring adequate coaching is available to offer quality participation. They also plan to roll out the fundamental skills programme "Move n Improve" at primary school level.
- Football. Have employed a part time development officer who has been working with junior players and coaches throughout the season across Westland and Grey at club & school levels to increase capability & participation
- Cricket. Have advertised for a part time development officer for the upcoming summer season who will link closely with North Canterbury cricket as a support base. The role will cover Westland and Grey and again focus on participation and skill development.

WSHI (Westland Sports Hub Incorporated):

Has a meeting set down for August 1 and will look to continue to develop best options for any future development of a sports facility. WSHI will be keen to present initial findings to the upcoming LTCCP meeting at the end of August.

We are also planning a meeting GRI (Greymouth Recreation Inc) to ensure any best practice or combined benefits for the two groups can be arranged.

Disability Equipment:

The polybat & table cricket has returned from a successful programme at the Allen Bryant nursing home and booked to go to a local school shortly. A booking system is in place with a nominal fee to cover wear/tear & breakages.

All Blacks Visit:

I have been part of the planning for the All Black visit. With the World Cup only weeks away the opportunity to secure at least one high profile All Black from the Canterbury region is exciting and hopefully help inspire local youth and our community. The visit is limited to Hokitika which is a great opportunity for us to represent the West Coast proudly.

I have had an approach from the Regent Theatre group to assist promoting the Theatre as a viewing arena with activities and attractions during the World Cup.

Earthquake Recovery:

Sport Canterbury continues to be at the fore of the Sport & Rec recovery plan for the Canterbury with facility planning & sport support.

While Sport Canterbury's own Sports House at QEII has finally been red stickered permanently which requires some strategic thinking about housing for the future.

Coming Up in August:

1/8 Morning tea Principal welcome St Patrick's, WSHI Meeting, 4/8 Principals Meeting, Young Achievers awarded, 11/8 All Blacks Meeting, 15/8 WSHI Meeting, 16/8 Fundamental Skills Training at Kaniere, 22/8 ASB Primary Netball Challenge.

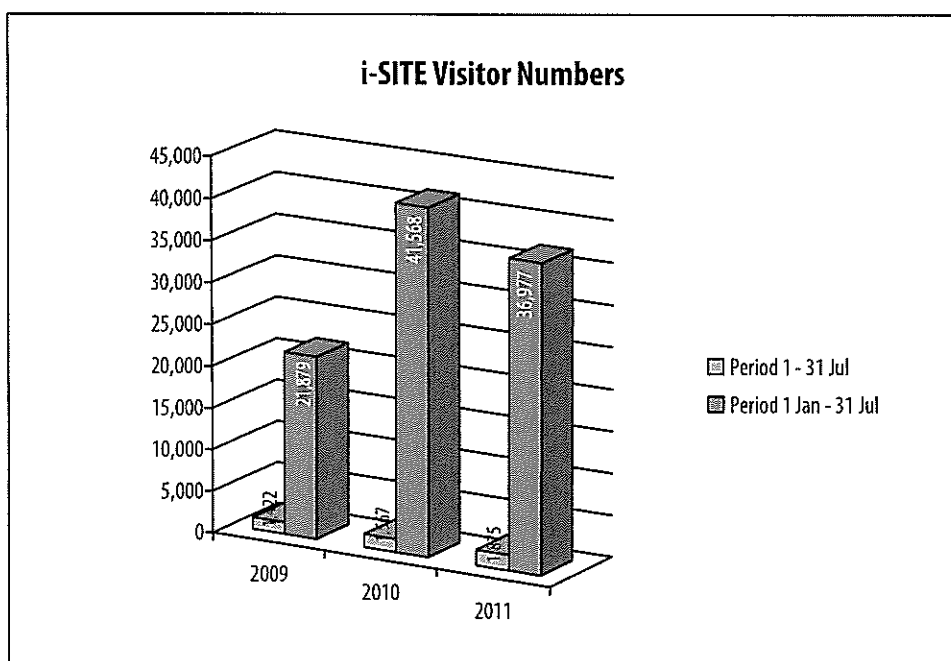
COUNCIL GRANTS 2011/2012 for the Month Ended 31 July 2011

<u>Approved</u>		<u>Granted</u>
10,000	Creative New Zealand	-
		-
30,000	Infrastructure/ Community Funding	
	Contribution to DOC for Jackson Bay Toilets	3,000
	Whataroa Toilets	500
		3,500
<u>40,000</u>	Total Creative NZ, Infrastructure & Community Funding	<u>3,500</u>
	Council Annual Plan Commitments	
31,000	Sport West Coast	
83,200	Tourism Promotion Grant	
<u>114,200</u>	Total Council Annual Plans Commitments	-
		-
<u>154,200</u>	TOTAL COUNCIL GRANTS	<u>3,500</u>

Westland Business Unit Monthly Report for the Period Ended 31 July 2011

Service Levels and Performance Measures

Level of service	Performance measure
Market visitor services	<p>Increase visitor numbers by 5% per year</p> <p>Hokitika i-SITE</p> <p>Visitor numbers to Hokitika i-SITE increased by 20 percent to 1,875 in July 2011 as compared with 1,567 visitors in July 2010. However a significant share of the increase is attributed to an increase in the number of high school students visiting the AA as they sought to start the licensing process ahead of the increase to the legal driving age that took effect on 1 August 2011.</p> <p>When comparing results for the period 1 Jan – 31 Jul 2011, visitors to the i-SITE decreased by 11 percent to 36,977 as compared with the 41,568 visitors received during the same period in 2010.</p> <p>The Commercial Accommodation Monitor data prepared by Statistics New Zealand shows that in May 2011:</p> <ul style="list-style-type: none"> ▪ National (New Zealand) guest nights¹ increased by 0.9 percent to 1,898,000 as compared with 1,881,000 in May 2010 ▪ Regional (West Coast) guest nights decreased by 4.3 percent to 56,018 as compared with 61,591 in May 2010 ▪ District (Westland) guest nights decreased by 9.3 percent to 30,910 as compared with 34,090 in May 2010



¹ Guest night is defined as a stay of one person at an accommodation place for one night

Level of service	Performance measure
Coordinate and promote liaison	<p>Promotion coordinated</p> <p><u>2012 National i-SITE Conference</u></p> <p>Hokitika i-SITE's bid to host the 2012 National i-SITE Conference in September 2012 is well underway with our pitch document being finalised in readiness for submission to i-SITE New Zealand on 12 August 2011.</p> <p>Drawing on our "Westland – the last best place" theme the pitch document is rich in detail in a very visual sense, leaving the reader in no doubt as to why Westland really is "the last best place to hold the 2012 National i-SITE Conference" (refer attached).</p> <p>Competition is expected to be fierce, however given our excellent relationships with the management and governance teams of i-SITE New Zealand and our WOW factor pitch we are a strong contender to host this compulsory attendance conference for 140-plus senior i-SITE Managers from throughout New Zealand.</p> <p>The winning bid will be announced in September 2011.</p>

Level of service	Performance measure
Profitability	Gross Margin

i-SITE	2011 / 12 YTD Actual	2011 / 12 Budget	2010 / 11 Actual (Provisional)*
Income	82,904	409,204	373,334
Expenditure	27,178	389,604	341,870
NET Cost	55,726	19,600	31,464

Events	2011 / 12 YTD Actual**	2011 / 12 Budget	2010 / 11 Actual (Provisional)*
Income	1,500	578,013	431,418
Expenditure	27,772	548,398	526,584
NET Cost	-26,272	29,615	-95,166

Corporate	2011 / 12 YTD Actual	2011 / 12 Budget	2010 / 11 Actual (Provisional)*
Income	0	0	42,225
Expenditure	4,504	47,715	109,642
NET Cost	-4,504	-47,715	-67,417

Group Result	2011 / 12 YTD Actual	2011 / 12 Budget	2010 / 11 Actual (Provisional)*
Income	84,404	987,217	1,046,016
Expenditure	59,454	985,717	1,224,259
NET Cost	24,950	1,500	-178,243

* Note 1 – As at 31 July 2011 the 2010 / 11 Actual result is *provisional* only; awaiting close off of the 2010 / 11 financial year

** Note 2 – YTD Actual income for the period 1 – 31 July 2011 is down \$26,042 as compared with budget for the same period; and is a direct result of fewer than expected participants attending and less sponsorship money being received for the Small Town New Zealand Conference than was provisioned for in the 2011 / 12 budget