



# EXTRAORDINARY COUNCIL MINUTES

## MINUTES OF THE EXTRAORDINARY COUNCIL MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 15 DECEMBER 2022 COMMENCING AT 3:30 PM

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

### 1. MEMBERS PRESENT AND APOLOGIES

Chairperson	Her Worship the Mayor	
Members	Cr Gillett (Deputy)	
	Cr Neale	Cr Burden
	Cr Baird	Cr Davidson
	Cr Cassin	Cr Manera
	Kw Madgwick	

### NGĀ WHAKAPAAHA APOLOGIES

Kw Tumahai

Moved Cr Baird, seconded Cr Neale and **Resolved** that the apology from Kw Tumahai be received and accepted.

### STAFF PRESENT

S.R. Bastion, Chief Executive; L. Crichton, Group Manager: Corporate Services; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor; S. Johnston; Governance Administrator. -needs to say who was on Zoom.

### 2. 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.

### 3. PŪRONGO KAIMAHI STAFF REPORTS

- **Adopt the Draft Annual Report 2021-2022**  
Finance Manager, Lynley Truman, and Strategy and Communications Advisor; Emma, spoke to this item and advised that the purpose of this report is to present the Annual Report for the year ended 30 June 2022 for adoption, noting that there are 2 changes:
  - Adding into a note the valuation technique used to value the investment property in the group
  - Adding the date of the royal asset of the 3 waters bill, which will just change the wording on that note

Deputy Mayor Gillett questioned the Service Delivery on page 25 of the report as it seems Council is not meeting target regarding community engagement, and satisfaction seems to be very low.

The Strategy & Communications Advisor agreed that the target is not where Council would like it to be and advised that it is a difficult target to achieve to have the community feel that Council have engaged with them. As a Council we do try to ensure there are as many opportunities as possible for the community to engage. Covid-19 has been an issue Council has had to combat this time around, and community satisfaction went down over this time.

Deputy Mayor Gillett also queried the Council Controlled Organisations (CCO's) on page 28 of the report as it looks like the CCO's did not achieve their Statement of Intent (SOI's).

The Strategy & Communications Advisor informed Council that the CCO's have individual SOIs that are updated each year. The measure indicated in the Annual Report is a general measure. Council did not want every single measure of the CCO's SOI in the Long-Term Plan, as when the CCO's change their measures, it is not reflected in Council's Long Term Plan.

The Chief Executive advised that all CCO's have approximately 10 key performance indicators within their SOI – it only requires 1 to be missed to show that not all SOI's are achieved. The CCO's will be workshopping their SOI with Council in February 2023.

Kw Madgwick also raised the issue regarding the Residents Survey and recalled that there was discussion on how this was to be improved and thought there was supposed to be a meeting or a workshop with Councillors where this could be discussed.

The Chief Executive confirmed that this was correct, and that Council was waiting on the new Councillors to come on board to discuss this further.

Kw Madgwick raised the issue of rates affordability and level of debt on page 88 of the report, and that spending has to stop – being aware that would be a discussion for another time. On a positive note, however, noted the huge lift in external funding, and acknowledged the effort it took to obtain this.

The Mayor also concurred with Kw Madgwick sentiments regarding debt and commented that it is a cold hard reality of what Council is facing this year. She advised that there will be a lot of intensive work on reviewing and potential communications with the wider community regarding this.

Cr Neale queried the Overview of Council Performance on page 18 of the report as to why Council have not achieved many KPI's?

The Strategy & Communications Advisor advised that a lot of the KPIs are based on the Residents Satisfaction Survey – as Council didn't achieve as well in this survey as hoped – it shows that many KPIs' have not been achieved.

The Mayor queried if there was a common thread in the Residents Survey.

The Strategy & Communications Advisor advised that there were common threads – particularly issues stemming from Covid 19 such as; the office being closed, the library and the requirement for vaccine passes, and general dissatisfaction that people in the community were not receiving services they felt they should be for the rates paid. This is a common thread in residents surveys, that we don't serve the community as they would like.

The Mayor asked if Council have asked the Community where they see the shortfalls are.

The Strategy & Communications Advisor said yes – each area does have that open question where people can provide the information and advised that she will circulate the last Residents Survey outcomes to Councillors.

Moved Cr Davidson seconded Deputy Mayor Gillett and **Resolved** that:

1. The report be received
2. Council adopt the Annual Report for the financial year ending 30 June 2022 subject to possible minor administrative changes.

Cr Cassin queried what the administrative changes would be.

The Group Manager, Corporate Services advised that they would be:

- Adding into a note the valuation technique used to value the investment property in the group
- Adding the date of the royal asset of the 3 waters bill, which will just change the wording on that note

There will be no changes to the figures.

**DATE OF NEXT ORDINARY COUNCIL MEETING – 23 FEBRUARY 2023  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

**MEETING CLOSED AT 3:50PM**

Confirmed by:

---

**Her Worship the Mayor  
Chair**

**Date: 23 February 2023**