



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 4 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:	Deputy Mayor Burden Her Worship the Mayor (via zoom)
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 Kw Tumahai.

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

Staff present

B. Phillips, Chief Executive; E. Bencich, General Manager District Assets; S. Lewis, Chief Financial Officer; N. Martin, Governance and Communications Officer; 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. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

There were no urgent items.

5. PUBLIC FORUM

Pavel Bares spoke to Council as a representative of the Kumara Residents' Trust and presented to councillors the resolutions from the Trust's previous meeting regarding the Kumara Endowment Fund as follows:

- That the Kumara Residents' Trust, on behalf of the Kumara Community, seek to change the wording of the deed governing the access to the Kumara Endowment Fund, to be used beyond the current "parks and reserves" (as historically stipulated), in order to support broader community benefit.
- That the Kumara Residents' Trust maintain open and transparent written correspondence with the Westland District Council, in order to provide feedback to the wider Kumara Community, on all matters relating to the Kumara Endowment Fund.

These resolutions are in reference to a 2013 Council motion relating to the scope of the endowment fund.

There are currently no plans for what the community would spend the money on should the funds be released; the Kumara Residents' Trust would like Council to engage the process of changing the wording first and then looking at its use in the future.

Caution was raised about how Council proceed when looking at making changes to historical documentation and the potential ramifications that could be incurred.

Moved Cr Mackenzie, seconded Cr Maitland and **Resolved** that the Chief Executive be instructed to investigate the current structure of the Kumara Endowment Fund and ways that it could be modernised.

The motion was carried.

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

The following council minutes were presented for adoption:

- Extraordinary Council Meeting Minutes 17 April 2026
- Council Meeting Minutes 23 April 2026
- Extraordinary Council Meeting Annual Plan Hearings 13 May 2026

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

1. The minutes of the extraordinary council meeting held on 17 April 2026 be confirmed as a true and correct record of the meeting.
2. The minutes of the ordinary council meeting held on 23 April 2026 be confirmed as a true and correct record of the meeting subject to the following amendment: spelling correction of Cr Martin's name.
3. The minutes of the extraordinary council meeting for Annual Plan Hearings held on 13 May 2026 be confirmed as a true and correct record of the meeting.

Deputy Mayor and Acting Chair Burden approved that his digital signature be added to the confirmed council meeting minutes.

7. ACTION LIST

Investigation into the Kumara Endowment Fund to be added to the action list as per item 5 on the agenda.

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 this will likely be incorporated into Long Term Plan discussions too. Background provided that this model was originally suggested as an option to take the museum out of council while still providing a bridge between the two; however, a definitive direction has never been set by previous council's, leading to it still sitting on the action list.

Engagement begins on the Long Term Plan in July, and it was agreed that the museum governance model should be incorporated into this.

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

8. NGĀ TĀPAETANGA PRESENTATIONS

There were no presentations.

9. PŪRONGO KAIMAHI STAFF REPORTS

Financial Report

The Chief Financial Officer (CFO) spoke to the financial report covering the period of 1 - 30 April 2026 and highlighted the following:

- Revenue is slightly behind YTD; however this is largely driven by the timing of grant funding.
- Costs are under budget.
- Increased repairs and maintenance work have been required due to the weather, with several damaging lightning strikes.
- Energy costs are above expected at the water treatment plant; staff are investigating the cause.

Council asked the CFO about whether the swimming pool entry fees could be increased, but it was clarified that it would need to be addressed through the upcoming Long Term Plan process as it is too late to amend them for the 2026/2027 Annual Plan.

Moved Cr Gillett, seconded Cr Maitland and **Resolved** that the Financial Performance Report to 30 April 2026 be received.

Risk and Assurance Committee Chair Report

The Chief Financial Officer presented the report on behalf of the Quality Assurance Manager.

Moved Cr Martin, seconded Cr Manera and **Resolved** that the report be received.

Simplifying Local Government

The Chief Executive spoke to the report, highlighting to council that this is an opportunity for the West Coast councils to be put forward as a head start candidate and take the lead on the changes to local government on the Coast rather than being directed to follow the yet undecided, backstop measure provided by central government.

Councillors raised concerns around what the costs of the Simplifying Local Government initiative is going to be to council, and that we are yet to receive a clear indication from the Department of Internal Affairs, but up to this point it is being covered by already existing internal resourcing.

Direction has been given from the Department of Internal Affairs that it wants a single point of contact in the region, which on the West Coast is the Mayors' Chair and Iwi group. If Council chooses not to participate in the "head start," it risks being required to follow decisions made by the other councils in the region, so opting in allows it to retain some influence over outcomes.

Councillors expressed some hesitation about supporting a joint submission before meaningful community engagement has taken place, and a preference that WDC first agrees on its principles collectively rather than having decisions driven by the smaller Mayors' Chairs and Iwi group. Concerns have also been raised about governance and communication, including situations where decisions, such as the hiring of a project manager, were communicated to councillors through media releases rather than directly and requested that there be more communication and greater visibility of what is being discussed, noting that this is a critical issue for the entire region and needs to be managed carefully.

Concerns were also raised about the method of public engagement, with some councillors questioning whether the drop-in centres would achieve an effective level of engagement. It was clarified that there is also an email address and online submission form that the public can submit feedback to.

More in-depth consultation will be held at a later point in the process; at this stage Council is just determining whether the West Coast Region should be a part of the Head Start proposal.

Moved Cr Manera, seconded Her Worship the Mayor and **Resolved** that:

1. The report be received.
2. Council agrees to continue participation in the Government's Head Start pathway process and ongoing regional discussions with West Coast Councils regarding Simplifying Local Government reform opportunities.
3. Council supports the development and joint submission of an outline proposal to the Department of Internal Affairs within the Government's required timeframe.
4. Council appoints the Mayor and Deputy Mayor to participate in the Regional Head Start working group alongside representatives from Buller District Council, Grey District Council, and the West Coast Regional Council.
5. Council notes:
 - a. Participation in the Head Start process does not commit Council to any specific governance model or final outcome;
 - b. No preferred governance arrangement has been identified at this stage;
 - c. The current phase of work is focused on regional discussions and development of an outline proposal for submission to the Department of Internal Affairs by August 2026;
 - d. Further regional work including analysis, options development, stakeholder engagement, and community engagement is expected to continue through subsequent stages of the process; and
 - e. A regional working group is being established to support ongoing discussions and the exploration of potential future options.

Cr Maitland, Cr Mackenzie, and Cr Gillett recorded their votes against this motion.

The motion was carried 5-3.

10. ADMINISTRATIVE RESOLUTIONS

Council is required to confirm its Seal being affixed to the following document:

- Warrant of Appointment - Harry Thompson, Planner.

Moved Her Worship the Mayor, seconded Cr Gillett and **Resolved** that the Warrant of Appointment be granted to Harry Thompson to act in the Westland District as:

1. An Officer pursuant to s 174 of the Local Government Act; AND

2. An Officer under the Westland District Council Bylaws; AND
3. An Enforcement Officer pursuant to s 38 of the Resource Management Act 1991, including the power of entry pursuant to s 332 and s 333 of the Resource Management Act 1991.

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

Moved Cr Walker, seconded Cr Gillett 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 2.09 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.	Confidential Minutes – Ordinary Council Meeting 23 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)
2.	Licence to Occupy and Area Development	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.	License to Occupy on Legal Road	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.	Haast Water Supply	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)
5.	Hokitika Swimming Pool	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, 5	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	
3, 4	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		(S.7 (2)(c))
	(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;	
4	Maintain the effective conduct of public affairs through		(S.7 (2)(f))
	(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.	

Moved Cr Mackenzie, seconded Cr Walker 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 4.11 pm.

MEETING CLOSED AT 4.11 PM

**Next Ordinary Council Meeting – 25 June 2026 at 1.00 pm
Council Chambers, 36 Weld Street, Hokitika and via Zoom**

Confirmed by:

**Deputy Mayor Burden
Chair**

Date: 25 June 2026