



WEST COAST WILDERNESS TRAIL SUBCOMMITTEE MINUTES

MINUTES OF THE WEST COAST WILDERNESS TRAIL SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON 13 APRIL 2021, COMMENCING AT 3.00PM

The Subcommittee 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	Cr Davidson	
Members	Kw Tumahai	
	Kw Madgwick (joined the meeting at 3.09pm)	Cr P. Haddock, Grey District Council (via Zoom at 3.05pm)
	T. Brownlee, Trustpower	J. Wood, Chair, West Coast Wilderness Trail
	J. Gurden, West Coast Wilderness Trail	N. Kunzmann, Operation Manager, Department Of Conservation

ADDITIONAL ATTENDEES:

Paul Morris, Chief Executive Officer, Grey District Council (via Zoom)
John Strange, Project Lead, Stantec

NGĀ WHAKAPAAHA APOLOGIES

His Worship the Mayor

ABSENT

NIL

Moved Cr Davidson, seconded J. Wood and **Resolved** that the apology from His Worship the Mayor be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; M. Teasdale, Asset Manager; W. Dowell-de Quadros, Civil Engineer; K. Baird, System Data Coordinator; D. Maitland; Executive Assistant, M. Smith, Committee Secretary.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and available on the Council Chambers table. The advised Interest Register changes are noted:

Cr Davidson – added interest

Mawhera Incorporation, daughter is Deputy Chair – Non pecuniary – Perceived conflict

3. **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 Agenda.

4. **NGĀ MENETI O TE HUI KAUNIHĒRA MINUTES OF MEETINGS**

The minutes of the previous meeting were circulated separately via Microsoft Teams.

- **West Coast Wilderness Trail Subcommittee Meeting Minutes – 3 December 2020**

Moved T. Brownlee, seconded Cr Davidson and **Resolved** that the Minutes of the West Coast Wilderness Trail Subcommittee Meeting held on the 3 December 2020 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed West Coast Wilderness Trail Subcommittee Meeting Minutes of 3 December 2020.

5. **ACTION LIST**

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

- **Milltown Weir Crossing**
Looking at an alternate route to bring back to the subcommittee. On hold for analysis.
- **Mahinapua Historic Bridge – Highway Crossing**
A site visit was completed and significant hazards have been identified around line of sight and managing cyclists off the trail due to lack of turning space. Stantec to provide a revised safety plan for the zone.
- **West Coast Wilderness Trail 20 Year Workplan Update**
The revised plan is completed and has been included for consultation as part of the Long Term Plan process.
- **Insurance cover of Structures**
All Council structures on the trail are covered by the Major Great Rides emergency funding protocols. Should a major event happen, works would potentially be covered by this fund.

Moved N. Kunzmann, seconded J. Wood and **Resolved** that the updated Action List be received with the added action:

- Trail exiting onto state highway 6 – Assess zones down the trail that exit onto the state highway.

6. **NGĀ TĀPAETANGA PRESENTATIONS**

- **West Coast Wilderness Trail Trust Update**

Jackie Gurden, Trust Member spoke to the key areas that the trust has been focusing on, the key areas were:

- **Health and Safety**
Assessing any potential risks to the trail ensuring health and safety reporting, policies and procedures are reviewed and in place.
- **Strategic Plan**
Currently under review with four key strategic areas of focus: Governance and Management, Outstanding Rider Experience, Growth in Rider Numbers, Economic and Social Return
- **Marketing**
Working with external parties on the best ways to market the trail.
- **Trail events**
To investigate a variety of different events on the trail targeting families, commercial activities and seasonal timeframes.
- **Trail Enhancements and Signage**
Signage specifically on the Ross straight.
- **Financial Security of the Trust**
Promotion of attractions to increase cash flow in to these areas.
- **Economic Assessment Report**
Has been split into four sections of review:
 - Year on year comparisons of high level stats on the trail.
 - Trail counter data.
 - Business growth on the trail.
 - Trail performance
- **Adaptive Bikes**
Gathering advice from riders with disabilities to review the trail for adaptive bike use.

Cr Haddock joined the meeting via zoom at 3.05pm.

Kw Madgwick joined the meeting at 3.09pm.

The Chief executive advised that a future safety audit of the trail will be done to assess the signage and customer feedback received from monthly reports provided to the Trail Manager.

Moved T. Brownlee, seconded N. Kunzmann and **Resolved** that the verbal presentation from Jackie Gurden, Trust Member from the West Coast Wilderness Trail Trust be received.

- **West Coast Wilderness Trail Quarterly Maintenance Report**

Melanie Anderson, Chief Executive Destination Westland was unable to attend the meeting. The requested report is to be provided as soon as practical after the meeting for committee review.

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

(to consider and adopt confidential items)

Moved J. Gurden, seconded Cr Davidson and **Resolved** that the West Coast Wilderness Trail Subcommittee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3.22pm.

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.	West Coast Wilderness Trail Enhancements	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 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. (Section 7(2)(b)(ii))
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))

Moved Cr Davidson, seconded J. Wood 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 4.13pm.

**DATE OF NEXT WEST COAST WILDERNESS TRAIL SUBCOMMITTEE MEETING – 17 JUNE 2021
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 4.13PM

Confirmed by:

Cr Paul Davidson
Chair

Date: 13.07.21