



Compiled Date	07/12/2020
File Number	20.21.37

LGOIMA

When releasing responses to previous LGOIMA requests, names and contact details of individual requestors will be withheld to protect their privacy.

Information requested by the media, lobby groups, public sector organisations and MPs will always be published, while information specific to an individual or their property will not generally be published.

Request from:	Private Individual
Information requested:	Dog Control activity
Response from:	Simon Bastion, Chief Executive

07 December 2020

Private Individual

Via Email:

Dear Private Individual

Official information request for documents relating to Dog Control Activity

I refer to your official information request dated 23 November 2020 for documents relating to Dog Control Activity.

You have requested the following information:

1. A copy of, and the date and place of publication for the notice for the:

a. Dog control and poundage fees for the financial years 2019 – 2020 and 2020 – 2021.

Please refer to attached 2019/2020 Dog Registration, and 25-06-20 2020/21 Dog Registration Advertisement. Please also refer to the Annual Plan Fees and Charges in links under 3(a).

b. Dog Control Policy and Practices Report for the financial years 2018 – 2019 and 2019 – 2020, and links to the reports.

For the 2019/2020 report, please refer to the following link:
https://www.westlanddc.govt.nz/sites/default/files/Dog%20control%2019-20%20Annual%20Report_0.pdf

For the previous years reports, please refer to the attachments 'Report to Council – Annual Dog Control Policies and Appendix 1'.

2. In relation to the dog registration process, a copy of:

a. The application form (and any other information or documents) provided to a person seeking to apply to register a dog.

Please refer to the following link for all information:
<https://www.westlanddc.govt.nz/dog-registration>

b. The documentation provided to a person from whom an application to register a dog has been received.

Dog tags are provided on receipt of application with fully payment, the bottom tear off slip of the registration form advising of which tag number is allocated to which dog (if multiple dogs in ownership) and receipt of payment is provided if requested.

3. The documents dealing with the:

a. Setting of dog registration and poundage fees for the financial years 2019 – 2020 and 2020 – 2021.

Setting of Annual Fees is part of the Annual Plan process. Please refer to the following links for each year requested:

2019/20

<https://www.westlanddc.govt.nz/sites/default/files/ADOPTED%20Annual%20Plan%202019-20.pdf>

2020/21

<https://www.westlanddc.govt.nz/sites/default/files/ADOPTED%20Annual%20Plan%202020-21.pdf>

b. Confirmation of the Dog Control Policy and Practices Report for the financial years 2018 – 2019 and 2019 – 2020.

Please refer to the following link for 2018/2019 and the attached “27.08.2020 Ordinary Council Meeting Minutes.doc” for 2019 – 2020.

<https://www.westlanddc.govt.nz/sites/default/files/22.08.19%20-%20Council%20Minutes.pdf>

4. The financial statements for the “dog account” for the financial years 2018 – 2019 and 2019 – 2020.

Financial Statements are as included in the Annual Report. Please refer to the following links for each year requested.

2018/19

<https://www.westlanddc.govt.nz/sites/default/files/FINAL%20Annual%20Report%202018-19%20with%20Audit%20Opinion.pdf>

2019/20

<https://www.westlanddc.govt.nz/sites/default/files/FINAL%20Annual%20Report%202019-20%20-%202023.11.2020.pdf>

There is no charge in supplying this information to you.

Council has adopted a Proactive Release Policy and accordingly may publish LGOIMA responses on the Council Website at <https://www.westlanddc.govt.nz/lgoima-responses>. The collection and use of personal information by the Westland District Council is regulated by the Privacy Act 2020. Westland District Council's Privacy Statement is available on our website [here](#)

If you wish to discuss this decision with us, please feel free to contact Mary-anne Bell, Senior Administration Assistant at LGOIMA@westlanddc.govt.nz, 03 756 9091.

Sincerely,



Simon Bastion | Chief Executive

SB/MB

Attachments:

2019-20 Dog Registration Advertisement

25-06-20 2020-21 Dog Registration Advertisement

Report to Council – Annual Dog Control Policies

Report to Council – Annual Dog Control Policies – Appendix 1

27.08.20 Ordinary Council Meeting Minutes

Message distribution form



Name of Requestor:	Yolanda Knoetze		
Message Title (include relevant dates):	2019/20 Dog Registration Ad – Hokitika Guarduan 28/06/19 & Greymouth Star 30/06/19		
And/or information is attached to my email	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Date of Request:	GL Code <u>2200361</u> (if newspaper/radio advertising)

Which methods do you want to use to get your information OUT THERE?	Tick relevant boxes √	Your request will go to ALL of these recipients for their information Your selected method of communication will be actioned
Media release – please pre-draft some text and obtain sign off from your Group Manager first. (All Media Releases at discretion of Strategy & Comms Advisor). (These go to newspapers, radio media and online agencies)	<input type="checkbox"/>	Strategy and Communications Advisor
Council's website	<input checked="" type="checkbox"/>	Strategy and Comms Advisor/EA / IT Support Officer
Council's Facebook page	<input checked="" type="checkbox"/>	Strategy and Comms Advisor/EA / IT Support Officer
Advise the Customer Service Centre & Update Notice Board or Display	<input checked="" type="checkbox"/>	Customer Service Consultants
Record the message on our phone system: Dial 0800 474 834	<input type="checkbox"/>	Customer Service Consultants
Email community representatives who can share the message	<input checked="" type="checkbox"/>	Community Development Advisor / Business Analyst
Public Notice in local newspapers	<input type="checkbox"/>	EA / Strategy and Comms Advisor can provide guidance but all activity managers and BSOs are responsible for booking their own newspaper advertising.
Article in the next Westland Matters newsletter	<input type="checkbox"/>	Strategy and Comms Advisor/EA
An immediate email alert to Westland Matters subscribers	<input checked="" type="checkbox"/>	Strategy and Comms Advisor/EA – Note these are not for URGENT messages due to time frame for production.
Send eTXT Alert – URGENT messages ONLY	<input type="checkbox"/>	Strategy and Comms Advisor / IT Support Officer – activity managers who have access are responsible for doing this, but only AFTER notification has gone on the website.
Radio advertisement (at discretion of Strategy & Comms Advisor)	<input type="checkbox"/>	Strategy and Comms Advisor/EA
Library Facebook page	<input type="checkbox"/>	Library Staff
Library website	<input type="checkbox"/>	Library Staff
Library's customer newsletter &/or information screen	<input type="checkbox"/>	Library Staff

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YOUR MESSAGE:



WESTLAND DISTRICT COUNCIL DOG REGISTRATION

Pursuant to The Dog Control Act 1996

Notice is hereby given dog registration fees for the 2019-20 dog registration year, due on or before 1st August 2019 are:

Urban Zone - full year \$74.00

Rural Zone - full year \$58.50

Registration fees for dogs less than 3 months old on or after 2nd August 2019, or dogs newly imported into New Zealand will be reduced on a pro-rata basis for the remainder of the registration year.

NB Pro-rata registration fees will not otherwise be applied. Any person acquiring an unregistered dog should discuss late registration costs with the previous owner.

Late registration will attract a 50% Late Registration Payment Penalty.

Dog registration is transferable and extends throughout New Zealand.

Failure to register a dog is an offence under which the unregistered dog may be seized and impounded, and for which the owner may receive an infringement notice or be prosecuted.



You email this completed document to: messages@westlanddc.govt.nz (This distribution group is set up in the outlook address book)

*These are included in the immediate email alert via Westland Matters.

Message distribution form



Name of Requestor:	Yolanda Knoetze		
Message Title (include relevant dates):	2020/21 Dog Registration		
And/or information is attached to my email	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Date of Request:	GL Code 2200/361 (if newspaper/radio advertising)

Which methods do you want to use to get your information OUT THERE?	Tick relevant boxes √	Your request will go to ALL of these recipients for their information Your selected method of communication will be actioned
Media release – please pre-draft some text and obtain sign off from your Group Manager first. (All Media Releases at discretion of Strategy & Comms Advisor). (These go to newspapers, radio media and online agencies)	<input type="checkbox"/>	Strategy and Communications Advisor
Council's website	<input type="checkbox"/>	Strategy and Comms Advisor/EA / IT Support Officer
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Advise the Customer Service Centre & Update Notice Board or Display	<input checked="" type="checkbox"/>	Customer Service Consultants
Record the message on our phone system: Dial 0800 474 834	<input type="checkbox"/>	Customer Service Consultants
Email community representatives who can share the message	<input checked="" type="checkbox"/>	Community Development Advisor / Business Analyst
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Library website	<input type="checkbox"/>	Library Staff
Library's customer newsletter &/or information screen	<input type="checkbox"/>	Library Staff

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YOUR MESSAGE:

AML 1.1

25 June 2020

Advertising
Hokitika Guardian

Dear Sir/Madam

Would you please:

1. Insert the following notice in the Hokitika Guardian and Greymouth Star on Tuesday **30 June 2020**.
2. Quote order number **109383**.
3. Please ensure that the heading stands out as per our copy and the Council logo is added; single column also.



Yolanda Knoetze
Business Support Officer
Compliance & Environmental Health

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*These are included in the immediate email alert via Westland Matters.

YOUR MESSAGE:



WESTLAND DISTRICT COUNCIL DOG REGISTRATION

Pursuant to The Dog Control Act 1996

Notice is hereby given dog registration fees in Westland District for the 2020-21 dog registration year due on 1st July 2020 are:

Hokitika Urban Zone - full year \$74.00

Westland Rural Area - full year \$58.50

Late registrations (received on or after 1st August 2020) will incur an additional 50% fee penalty.

Registration fees for dogs less than 3 months old *or* newly imported into New Zealand *or* newly acquired on or after 2nd August 2020 will be calculated on a pro-rata (monthly) basis for the remainder of the registration year.

Failure to register a dog of a greater age than 3 months is an offence by the owner under which an infringement (fee \$300) notice may be issued and the unregistered dog may be seized and impounded.

Dog registration extends throughout and is transferable between Districts of New Zealand



You email this completed document to: messages@westlanddc.govt.nz (This distribution group is set up in the outlook address book)

*These are included in the immediate email alert via Westland Matters.

Report



DATE: 22 August 2019
TO: Mayor and Councillors
FROM: Regulatory Services Manager

ANNUAL DOG CONTROL POLICIES AND PRACTICES REPORT

1 SUMMARY

- 1.1 The purpose of this report is to adopt the Annual Report on Dog Control Policies and Practices for the year ending 30 June 2018.
- 1.2 This issue arises from the statutory requirement pursuant to Section 10A of the Dog Control Act 1996 to adopt and publish an Annual Report on Dog Control Policy and Practices for the year ended 30th June 2019.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002, the Dog Control Act 1996, and the achievement of the District Vision adopted by the Council in May 2018, which are set out in the Long Term Plan 2018-28. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council adopt the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2019, attached as **Appendix 1**.

2 BACKGROUND

- 2.1 It is a requirement of Section 10A of the Dog Control Act 1996 to prepare a report on Dog Control Policy and Practices. Following adoption, Council must give public notice that the report has been adopted, notify the Secretary of Local Government, and make the report publicly available online.

3 CURRENT SITUATION

- 3.1 The attached report has been prepared in accordance with Section 10A of the Dog Control Act 1996 in respect to the number of; registered dogs, probationary and disqualified owners, dogs classified as dangerous or

menacing, infringement notices, complaints received, and prosecutions taken in or by the territorial authority.

4 OPTIONS

4.1 There is a legislative requirement for Council to adopt an Annual Report on Dog Control Policy and Practices and make the report publicly available by 31st October in the same year. This report is submitted for adoption in accordance with those legislative requirements.

5 SIGNIFICANCE AND ENGAGEMENT

5.1 The adoption of the attached Annual Report is an administrative function required of Council under the Dog Control Act 1996 and is therefore of low significance in accordance with Council's Significance and Engagement Policy.

5.2 As this item does not trigger Council's Significance and Engagement Policy, public consultation is not required. It is a legislative requirement under the Dog Control Act 1996, that following adoption, must be notified and made publicly available online.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

6.1 A draft report is attached for consideration, and recommended for adoption, in accordance with Section 10A of the Dog Control Act 1996.

6.2 There are no financial implications for Council as this is an administrative statutory function required under legislation.

7 PREFERRED OPTION(S) AND REASONS

7.1 The preferred option is that Council adopted the attached draft report to meet the legislative requirement within the Dog Control Act 1996.

8 RECOMMENDATION(S)

A) **THAT** Council adopt the Annual Dog Control Policy and Practices Report for the year ended 30th June 2019.

- B) **THAT** the adoption of the Annual Dog Control Policy and Practices Report for the year ended 30th June 2019 is publicly notified, made publicly available on Council's website, and that the Secretary for Local Government is advised that it has been published in accordance with Section 10A of the Dog Control Act 1996, and Section 5(1) of the Local Government Act 2002.

Te Aroha Cook
Regulatory Services Manager

Appendix 1: 2018/2019 Annual Dog Control Policy and Practices Report.

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Westland District Council 2018/2019 Annual Dog Control Policy and Practices Report

1.0 The Dog Control Act 1996

The Dog Control Act 1996 (the Act) requires territorial authorities to publicly report on Dog Control Policies and Practices as outlined under Section 10A. This report contains information and statistics on the Westland District council's Dog Control activity for the year 1 July 2018 to 30 June 2019.

2.0 Dog Control Policy and Bylaw

A review of Council's Dog Control Bylaw and Dog Control Policy was undertaken in the previous reporting period. There have been no further reviews or amendments made to the bylaw or policy for this reporting period.

3.0 Administration

3.1 Personnel

In the previous reporting period all Dog Control activities were managed by an external contractor. In October 2018, Council bought all aspects of this activity back in-house. Council employs one full-time Warranted Animal Control Officer (ACO), and a part-time after-hours ACO to cover weekends and rostered after-hours duties when the Animal Control Officer is on leave. Appropriately warranted Compliance Officer Personnel may also be rostered to cover ACO functions when primary personnel are on leave.

3.2 Hours of Operation

The Animal Control Officer works from 8:30am to 4:30pm, Monday to Friday and responds to all animal complaints. ACO's respond to complaints 24 hours a day on rostered days, weekends, and statutory holidays, ensuring Council has appropriate cover to deliver service delivery expectations throughout the year.

3.3 Dog Pound

A Pound is operated in co-operation with the Hokitika SPCA. Council has four designated pound kennels within the SPCA on Hau Hau Road, two kennels situated at the Haast Police Station, and one kennel situated at the Franz Josef Police Station. Council is responsible for the maintenance and management of its own pound assets and facilities, and the stewardship and nourishment of any dogs impounded in its care. The pound operates 24/7 with public access by appointment only to claim any dog/s under their ownership that have been impounded. Any dog not claimed within seven days is euthanised if not suitable for rehoming through the SPCA or another approved facility. All dogs are assessed by an ACO and Officers of the SPCA to determine suitability for rehoming.

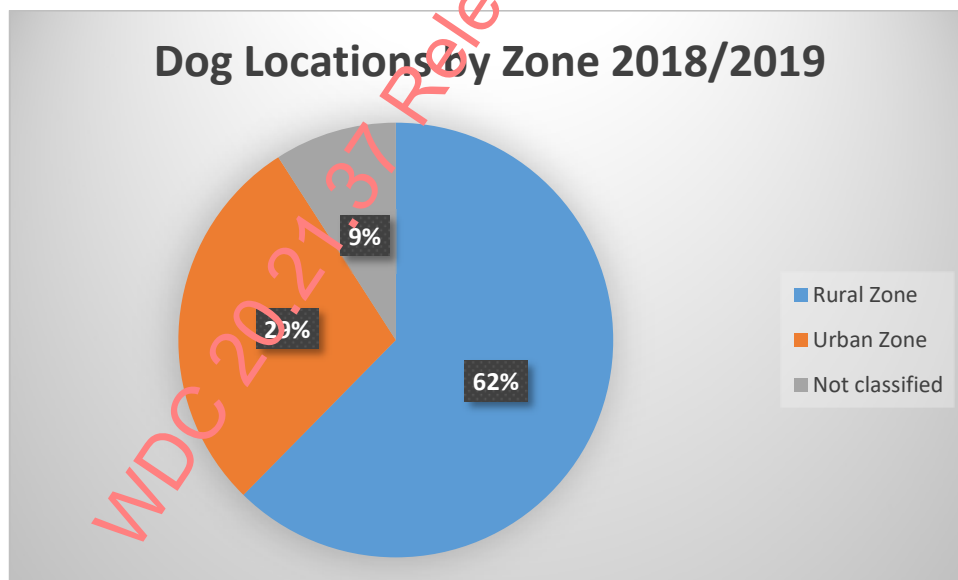
4.0 Fees and Charges

The following fees and charges were adopted by Council for the delivery of Animal Control services for the 2018/2019 year.

Animal Control	Fee (GST inclusive) 2018/2019
Urban Registration (Hokitika and Kaniere Township)	\$74
Registration other Areas	\$58.50
Registration Selected Dog Owners (SDO)	\$45
Registration Working Dogs	\$30 for 1 st Dog, \$20 for subsequent dogs
Registration Dangerous Dog	Standard Registration Fee plus 50%
Late Registration – 1 August	Standard Registration Fee plus 50%
First Impounding Offence	\$82
Second Impounding Offence	\$164
Third Impounding offence	\$245
Feeding/Day	\$25
Call-out for Dog Reclaiming	\$78

5.0 Dog Population Analysis

A total of 1,860 dogs and 1,343 owners were listed within Council’s database for the reporting period. A total of 1,160 dogs are located in the rural zone, 531 in an urban zone, and 169 to be assigned a rural or urban location.



6.0 Enforcement

The format for reporting of complaints, impounding, classification, infringements, and court proceedings has been modified for this reporting period. Where applicable, generalised figures from previous years have been included in the tables below. “NR” identifies where specifics were ‘Not Recorded’ by category.

6.1 Complaints

A total of 223 complaints were received during the 2017/2018 reporting period and is compared to previous years as follows.

Complaints Received	2015/16	2016/17	2017/18	2018/19
Dog Attack	NR	NR	NR	19
Rushing/Threatening	NR	NR	NR	9
Roaming	NR	NR	NR	101
Barking	NR	NR	NR	32
Welfare	NR	NR	NR	21
General	NR	NR	NR	41
Total	223	360	104	223

6.2 Impounding

A total of 57 dogs were impounded during the reporting period of which 51 were returned to their owners, one surrendered to the SPCA, four re-homed, and one euthanised.

6.3 Classification of Dog Owners

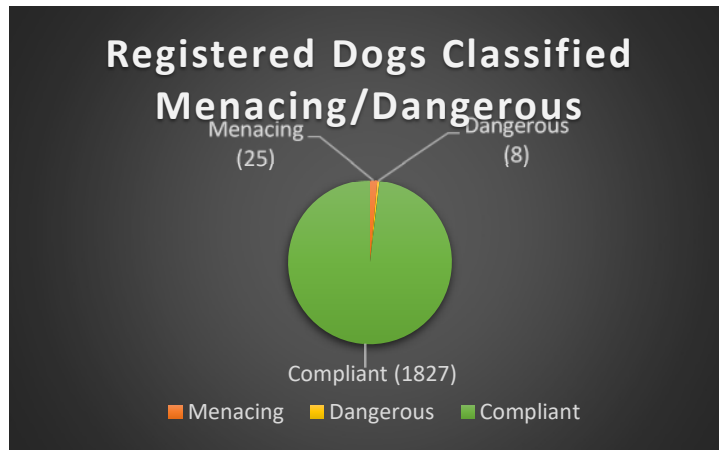
The Council did not classify any dog owners as 'disqualified from owning a dog' in the 2018/2019 year. There are no registered 'disqualified' or 'probationary' owners within the Westland District.

6.4 Classification of Dogs

Dogs can be classified in three different ways:

- Menacing classifications under Section 33A of the Act are applied to a dog which the Council considers may pose a threat to any person, stock, poultry, domestic animal or protected wildlife due to observed or reported behaviour; or any characteristic associated with the dog (their behaviour);
- Menacing classifications under Section 33C of the Act are applied to a dog which belongs wholly or predominantly to one or more breeds or types listed in Schedule 4 of the Act (their breed); or
- Dangerous dogs under Section 31 of the Act are applied to a dog if the owner is convicted under 57A(2), if there is evidence that the dog is aggressive or the owner admits that the dog is aggressive.

Of the 1,860 known dogs in Westland, twenty-five are registered as 'Menacing' and eight registered as 'Dangerous'.



Under Council’s Dog Control Policy, all dogs classified as menacing are required to be de-sexed, and muzzled when in public.

	Total for 2018/19 Year	Total in District
Menacing Section 33A	6	22
Menacing Section 33C	1	3
Dangerous Section 31	9	8

6.5 Infringements

A total of 86 infringement notices were issued for the following offences:

Infringement Offence	2018/19
Failure to comply with any bylaw	6
Failure to comply with effects of classification	4
Failing to register dog	68
Failure to keep dog under control	5
Failure to provide proper care	3

6.6 Court Proceedings

There were no court prosecutions undertaken for offences under the Act for the 2018/2019 reporting period.

7.0 Other Services

7.1 Multiple Dog Permits (3+ Dogs – Urban Zone)

A permit is required to keep more than two dogs on a property in an urban area. The issue of a permit is conditional on the suitability of an owner, their property and obtaining of approval from affected neighbours.

7.2 Selected Owner Policy (SOP) Status

SOP status provides a discounted rate of dog registration as an incentive to responsible dog owners. To qualify for SOP status all dogs must be registered on or by 1st August of the current registration year, dog/s must be micro-chipped, there have been no justified complaints against, infringement, or impounding of any dog in the past two years, and the property has been inspected and approved in relation to appropriately fenced areas or kennel runs.

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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 27th AUGUST 2020 COMMENCING AT 1PM

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

1. KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was read by Kw Madgwick.

2. MEMBERS PRESENT

Chairperson	His Worship the Mayor	
Members	Cr Carruthers (Deputy)	
	Cr Davidson	Cr Hart
	Cr Hartshorne (via Zoom)	Cr Kennedy
	Cr Keogan (via Zoom at 1.02pm)	Cr Martin
	Cr Neale	Kw Madgwick
	Kw Tumahai (via Zoom)	

NGĀ WHAKAPAAHA APOLOGIES

NIL

STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Services Manager; 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. The below updates are noted:

Cr Davidson

- Westland Sports Hub User Group - Non-pecuniary – Potential conflict

Cr Hart (updated via Microsoft Teams)

- Kokatahi-Kowhitirangi Community Committee (Chair) - Non-pecuniary – Potential conflict

- NZ Minerals to Materials Research Institute (Chief Financial Officer) – Non-pecuniary – Potential conflict

Cr Kennedy

- Okarito Community Association (Member) - Non-pecuniary – Potential conflict

Cr Martin (updated via Microsoft Teams)

- Lions Club of Hokitika (Treasurer) - Non-pecuniary – Perceived conflict
- Institute of Directors (Member) - Non-pecuniary – Perceived conflict
- Westland High School (MDI Funds)(Trustee) - Non-pecuniary – Perceived conflict
- Techspace, West Coast Technology Education Trust (Trustee) - Non-pecuniary – Perceived conflict
- Marlborough-Nelson, West Coast Regional Executive of the New Zealand Schools Trustee Association (NZSTA) (Chair) - Non-pecuniary – Perceived conflict
- Lottery Grants Board West Coast, Nelson-Marlborough Distribution Committee (Member) - Non-pecuniary – Perceived conflict
- Ministry of Business, Innovation and Enterprise West Coast Skills Leadership Group - Non-pecuniary – Perceived conflict

Cr Neale

- West Coast Riding for the Disabled (Committee) – Non-pecuniary – Potential conflict
- West Coast Riding for the Disabled (Contractor) – Pecuniary – Potential conflict
- Westland Riding Club (Member) – Non-pecuniary – Potential conflict
- Driftwood and Sand (Trustee) – Non-pecuniary – Potential conflict
- Westland A & P Show (Secretary)– Non-pecuniary – Potential conflict
- WestREAP (Employee) – Pecuniary – Potential conflict

Kw Madgwick

- Greymouth Star and Hokitika Guardian (Editor) - Non-pecuniary – Perceived conflict
- Te Runanga o Te Rūnanga o Makaawhio (Chairman) - Non-pecuniary – Perceived conflict
- Poutini Waiora (Trustee) – Non-pecuniary – N/A
- One District Plan Committee (Member) – Non-pecuniary – N/A

4. NGĀ TAKE WHAWHATI TĀTA 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 were circulated separately via Microsoft Teams.

- **Ordinary Council Meeting Minutes – 23rd July 2020**

Moved Deputy Mayor Carruthers, seconded Cr Neale and **Resolved** that the Meeting Minutes of Council held on **23 July 2020** be confirmed as a true and correct record of the meeting.

6. ACTION LIST

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

- **Kaniere School Students – Cycle trail**
The signs and footpath construction will commence soon following the fibre cable installation by local network contractor in the footpath area.

Action – Cr Martin has requested that the plans be made available to the committee.

- **Speed Limits**

Public consultation to formally adopting any speed limit changes into the revised bylaw to follow the LTP consultation by end of September 2020. Mandatory agencies have been informed (Police, NZTA, AA, Road Transport Association, DHB)

- **Transfer of Pensioner Housing to Destination Westland**

A Consultant has been appointed and work underway on the Strategy Document.

- **Carnegie Building Project**

Awaiting requested funding from the Culture and Heritage Fund. This item will remain open until the funding decision is received

Kw Madgwick advised that in discussion with the Community, there seemed to be confusion around the repairs to the Carnegie Building and the purchase of the Mountain Jade property. That if the Mountain Jade building was purchased then Council would not be repairing the Carnegie Building. An either or perception.

The Chief Executive advised that Council were committed to the repairs at the Carnegie Building

- **Fox Landfill**

The Provincial Growth Fund Funding application is supporting the relocation of the landfill material to Butlers Landfill plus funding to do a final sweep of Fox River for any visible remaining material. Draft condition contracts have been received.

- **Iwi representation around the Council table**

Communication has been received from the Department of Internal Affairs. Further discussions to be completed on the next steps. A future remit may need to be drafted.

- **Rimu-Woodstock Lookout**

Maintenance/Repairs:

- Graffiti has been removed and the shed cleaned.
- The damaged interpretation panels removed, repaired and refitted at the site. The three signs lost are with a local printer and being reproduced.
- The valley photo display was damaged beyond repair. This is to be reprinted with a replacement photo.
- The Rimu Lightning Walking Trail maintenance repairs required due to past flood damage. Council in consultation with contractors and DOC assisting with planned trail repairs.

Moved Cr Hart, seconded Cr Keogan and **Resolved** that the updated Action List be received.

7. **NGĀ TĀPAETANGA PRESENTATIONS**

NIL

8. PŪRONGO KAIMAHI STAFF REPORTS

- **Harold Creek Raw Water Supply – Hari Hari**

The Group Manger: District Assets spoke to this item and advised the purpose of this report is to inform the Mayor and Councillors of the complications regarding the raw (i.e. untreated) water supply at Harold Creek in Hari Hari that provides water to a handful of households.

Mr J. Sullivan, landowner, spoke to the situation, the history of the water supply, and his families' part in supplying water services to the affected households. The Mayor thanked Mr Sullivan for speaking and for providing water access to the affected homes.

Action - Cr Neale requested a letter be sent to Mr Sullivan acknowledging his statement and thanking him for his contribution.

Councillors provided their input into whether they supported the recommendations as tabled.

Moved Cr Keogan, seconded Cr Hartshorne and **resolved** that:

- A) Council receive the report.
- B) That the following engagement and consultation is undertaken:
 - Hold a community meeting in Hari Hari with the affected households, outlining the options available and allowing time for questions and answers.

- **Three Waters Service Delivery Reform Programme Report**

The Group Manger: District Assets spoke to this item and advised the purpose of this report is to seek Council approval to sign a Memorandum of Understanding (MoU) with the Crown agreeing to participate in the initial stage of a Central/Local Government Three Waters Service Delivery Reform Programme.

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

- A) Council receive the report.
- B) Council agree to signing the Memorandum of Understanding and Funding Agreement as tabled.
- C) Council agree to nominate the Chief Executive as the primary point of communication for the purposes of the MoU and reform programme – as referred to on page 6 of the MoU.
- D) Council agree to delegate decisions about the allocation of regional funding to the Chief Executive, with the understanding that the minimum level of funding to the Council be based upon the formula used to calculate the direct council allocations, and noting that participation by two-thirds of territorial authorities within the West Coast Region is required to access the regional allocation.

- **Financial Performance: July 2020**

The Group Manager: Corporate Services spoke to this item and advised the purpose of this report is to provide an indication of Council's financial performance for July 2020.

Moved Cr Neale, seconded Cr Hart and **Resolved** that the Financial Performance Report for July 2020 from the Group Manager: Corporate Services be received.

- **Interim Audit Management Report Year Ended 30 June 2020**

The Group Manager: Corporate Services spoke to this item and advised the purpose of this report is to present the Interim Audit Management Report as tabled for the year ended 30 June 2020.

Moved Cr Hart, seconded Cr Davidson and **Resolved** that the Interim Audit Management Report year ended 30 June 2020 from the Group Manager: Corporate Services be received.

- **Policy – Appointments to District Licensing Committee Report**

The Regulatory Services Manager spoke to this item and advised the purpose of this report is to obtain a decision from Council on adopting a policy for the appointment of members of the Westland District Council District Licensing Committee (DLC).

Council would like to record their appreciation of the work done by Timmy Teen who passed away and his contribution to the District Licensing Committee.

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

- A) Council adopt the Appointment of Members of the District Licensing Committee Policy.
- B) Council endorses the DLC Appointments Committee comprising of the Mayor, Deputy Mayor, Chief Executive, and District Licensing Committee Secretary.

- **Annual Dog Control Policies and Practices Report**

The Regulatory Services Manager spoke to this item and advised the purpose of this report is to adopt the Annual Report on Dog Control Policies and Practices for the year ending 30 June 2020.

Cr Keogan advised that when the fee structure is due for review, she would like to be involved in this discussion.

Cr Kennedy left the room at 2.54pm and returned at 2.55pm.

Moved Cr Neale, seconded Cr Davison and **Resolved** that:

- A) Council adopt the Annual Dog Control Policy and Practices Report for the year ended 30 June 2020.
- B) The adoption of the Annual Dog Control Policy and Practices Report for the year ended 30 June 2020 is publicly notified, and made publicly available on Council's website, and

C) The Secretary for Local Government is advised that it has been published in accordance with Section 10A of the Dog Control Act 1996, and Section 5(1) of the Local Government Act 2002.

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

(to consider and adopt confidential items)

Moved Cr Neale, seconded Cr Martin 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 2.56 pm.

Cr Martin and Cr Davidson left the room at 2.56pm and returned at 2.57pm.

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 – 23 rd July 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)

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 privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))
1	Protect information where the making available of the information: <ul style="list-style-type: none"> (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 (Schedule 7(2)(b)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Moved Deputy Mayor Carruthers, seconded Cr Kennedy 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 3.02pm.

**DATE OF NEXT ORDINARY COUNCIL MEETING –
THURSDAY, 24TH SEPTEMBER 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 3.02 PM

Confirmed by:



Mayor Bruce Smith
Chair

Date: 24.09.20

WDC 20.21.37 Released under LGOIMA