



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 26 OCTOBER 2023, COMMENCING AT 1 PM

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

1. KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was read by Cr Neale.

2. MEMBERS PRESENT AND APOLOGIES

Chairperson	Her Worship the Mayor	
Members		
	Cr Cassin (Deputy)	Cr Burden (via zoom)
	Cr Neale	Cr Davidson
	Cr Manera	Cr Gillett
	Cr Phelps	Kw Madgwick
Also in attendance for part of the meeting	Joanne Conroy, Chair, Westland Holdings Ltd Chris Rea, Westland Holdings Ltd	Mark Rogers, Chair, Westroads Peter Cuff, Director, Westroads Graeme Kelly, General Manager Westroads
	Melanie Anderson, CEO, Destination Westland Chris Gourley, Chair Destination Westland	Tony Hart, Emergency Management Officer, West Coast Emergency Management

NGĀ WHAKAPAAHA APOLOGIES

Cr Baird

Kw Tumahai

Moved Cr Phelps, seconded Deputy Mayor Cassin and **Resolved** that the apologies from Cr Baird and Kw Tumahai be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Group Manager, Regulatory, Planning and Community Services; L. Crichton, Group Manager: Corporate Services and Risk Assurance; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor (via zoom); S. Johnston; Governance Administrator; C. Nabben, Graduate Accountant.

**3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST**

The Interest Register had been circulated via Microsoft Teams.

Deputy Mayor Cassin reiterated his conflict of interest regarding the Hokitika Racecourse for the report in the Public Excluded portion of the meeting and advised of a new conflict regarding his involvement with the Hokitika Touch Rugby Club as a Committee Member - (Non-Pecuniary – Potential).

**4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

Under section 9.12 of Standing Orders the following item is urgently required to be added to the Council agenda:

- **Dog Control Hearing Committee**

The reason the item is not on the agenda is due to the fact that:

1. A situation arose after the agenda was released.
2. Due to the nature of the situation, it requires confidentiality and urgency which cannot be delayed until a later meeting.
 - Protect the privacy of natural persons, including that of deceased natural persons (Schedule (7)(2)(a))
 - To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; (Schedule 6(a))

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

1. The item be accepted as a late agenda item for the Confidential portion of the meeting.

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

The Minutes of the previous Meeting were circulated separately via Microsoft Teams.

- **Ordinary Council Meeting Minutes – 28 September 2023**

Moved Deputy Mayor Cassin, seconded Cr Phelps and **Resolved** that the Minutes of the Ordinary Council Meeting held on the 28 September 2023 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Council Meeting Minutes of 28 September 2023.

6. ACTION LIST

Chief Executive, Simon Bastion spoke to the Action List and provided the following updates:

1.	Pakiwaitara Building & Council Headquarters	Workshop was held with Councillors 10.08.23. Council requested further work on the subject & to bring information back to council. A further workshop is planned for 31.10.23 to ascertain final direction from Councillors.
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2.	Hokitika Government Building	A report regarding the Hokitika Government Building including financial figures was brought back to the September Council Meeting. Council decided not to proceed with Hokitika Government Building as an option for Councils Headquarters. This has been resolved and can be removed from the action list.
3.	CBD Maintenance	A Workshop was held on 4.10.23. A report will be brought back to Council at a future date to make recommendations on the maintenance of the CBD and parking in town.
4.	Hokitika Racecourse Development Project	Total costs for Consultants fees for the racecourse is \$450,502 – which includes all costs – including original bid, financial analysis, legal costs, civil engineering assessment including ground conditions, and community engagement. \$148,253 is eligible to be charged to the infrastructure acceleration fund. \$302,248 is chargeable to Westland District Council. Should the racecourse project not proceed, all of the fees will be sunk costs to Westland District Council.

Moved Cr Manera, seconded Cr Phelps and **Resolved** that the updated Action List be received with the below amendment:

That item number 2 on the action list: Hokitika Government Building - be removed from the action list.

7. NGĀ TĀPAETANGA PRESENTATIONS

- **WEST COAST EMERGENCY MANAGEMENT**

Tony Hart, Emergency Management Officer, West Coast Emergency Management, extended an invite to Elected Members to attend the Part 2 of Exercise Pounamu being held on the 14 November 2023, which is the Regional Civil Defence Exercise.

The second half of the day focuses on working with governance and declaring states of emergency.

Mr Hart requested that those who are interested in attending can email himself or Diane Maitland with their confirmation.

Moved Deputy Mayor Cassin, seconded Cr Neale and **Resolved** that the verbal invite from Tony Hart, Emergency Management Officer, West Coast Emergency Management be received.

- **WESTLAND HOLDINGS LTD – Year End Results**

Joanne Conroy, Westland Holdings Ltd advised that there were 3 presentations to share with Council and handed over to Mark Rogers, Chair & Peter Cuff, Director from Westroads.

Westroads Presentation

Mark Rogers, Chair and Peter Cuff from Westroads spoke to the following slides:

- Westroads Directors and Management

- 2022/23 Financial Performance
- 2022/23 Financial Position
- 2022/23 Distributions to Shareholders
- Total Distributions
- Non-Financial Metrics
- Looking Forward
 - Strategic Plan & Management Work Programme refreshed

Kw Madgwick acknowledged and thanked Peter Cuff for the many years of service as Chair to Westroads Ltd.

Her Worship the Mayor also commended Peter Cuff for his exemplary service to Westroads Ltd noting that Westroads Ltd has been a very dedicated, and focused service that serves the Westland District.

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

1. The presentation from Westroads Ltd be received.

Destination Westland Presentation

Melanie Anderson, CEO, and Chris Gourley, Chair, Destination Westland Ltd spoke to the following slides:

- Destination Westland Board
- Financial Results – extract from the Audited Annual Report
- Key Financial Results – extract from the Audited Annual Report
- Key Non-Financial Results – extract from the Audited Annual Report
- Asset Revaluation
- Wild Foods Festival
- Te Rahui Matariki – Successful Housing Project Completion
- Aviation Passenger Growth from Aviation networks (Hokitika Airport, Glacier Country Heliport)

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

1. The Presentation from Destination Westland Ltd be received.

Westland Holdings Presentation

Joanne Conroy, Chair, Westland Holdings Ltd spoke to the following slides:

- Our Vision & Mission
- Strategic Priorities 2022-2025:
 - Community Engagement
 - Connection
 - Westland Focus
 - Working Together
- Westland Holding Limited Results – Twelve Month Update
- Westland Holdings Limited Statement of Comprehensive Income for Year Ended 30.06.23

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

1. The presentations from Joanne Conroy, Chair, Westland Holdings Ltd be received.

8. PŪRONGO KAIMAHI STAFF REPORTS

- **CHIEF EXECUTIVE'S QUARTERLY REPORT**

Simon Bastion, Chief Executive spoke to this report and advised that the purpose of this report is to provide an update on all aspects of what is happening in the Westland District, and update Council on any matters of significance and priority.

The Chief Executive advised that there was an error in the Better off Funding Appendix to the Quarterly Report to do with Carnegie Building where the costs to date showed: \$3,886,252.38 – the figure should read: \$2,886,252.38.

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

1. The amended Quarterly Report from the Chief Executive dated 26 October 2023 be received.

- **FINANCIAL REPORT – September 2023**

Cody Nabben, Graduate Accountant spoke to this report and advised that the purpose of the report is to provide an indication of Council's financial performance for the month to 30 September 2023.

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

1. The Financial Performance Report for 30 September 2023 be received.

- **MAORI WARDS DECISION**

Lesley Crichton, Group Manager, Corporate Services, Risk & Assurance spoke to this item and advised that the purpose of this report is to make a decision on establishing a Māori Ward as per the Local Government Electoral Act 2001 (LEA) s19Z, 19ZH and schedule 1A.

Kw Madgwick expressed his support for the Council to continue with the status quo and advised that both Iwi representation agreed with this resolution.

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

1. The report be received.
2. Council resolves to continue with the status quo and does not resolve to establish a Māori Ward.

- **ADOPTION OF THE VISION & COMMUNITY OUTCOMES**

Emma Rae, Strategy & Communications Advisor spoke to this report and advised that the purpose of this report is to adopt the draft Council Vision and Community Outcomes for the Long-Term Plan 2024 – 2034.

Moved Deputy Mayor Cassin, seconded Cr Phelps and **Resolved** that:

1. The report be received.
2. Council adopts the Draft Vision and Community Outcomes in the Appendix attached to the report for inclusion in the Draft LTP 2024 - 2034.

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

(to consider and adopt confidential items)

Moved Cr Gillett, seconded Cr Davidson 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 2:44 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 – 28 September 2023	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)
2.	Dog Control Hearing Committee	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)
3.	Hokitika Racecourse Development	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
3	<i>Other reasons for withholding official information</i> Where this section applies, good reason for withholding official information exists, for the purpose of section 5 , unless, in the circumstances of the particular case, the withholding of that information is outweighed by other considerations which render it desirable, in the public interest, to make that information available. (Section (7)(1))
1,2	Protect the privacy of natural persons, including that of deceased natural persons (Section (7)(2)(a))
1,3	Protect information where the making available of the information: (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 (Section 7(2)(b)).
1,3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))
2	To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; (Section 6(a))

Moved Cr Phelps, seconded Cr Gillett 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 3:14pm.

The meeting concluded with a Citizenship Ceremony as follows:

Her Worship the Mayor extended a very warm welcome to Westland District's 10 new citizens who were in attendance to undertake their Oath of Allegiance/ and Affirmation of Allegiance and bear true Allegiance to His Majesty King Charles the Third, King of New Zealand, the following people received their Certificate of Citizenship before the Mayor and Councillors:

Given Name	Family Name	Ceremony Statement
Charlotte	Binks	Affirmation
Holly-Lee	Henery	Affirmation
Quentin	Jay	Oath
Akshay	Lama	Oath
Reilee	Lesperence	Affirmation
Stephen	Page	Affirmation
Precious	Reyes	Oath
Phellyz	Reyes	Oath
Robert	Warman	Affirmation
Richard	Warner	Oath

The new citizens watched a video and welcome from the Governor-General, Her Excellency the Rt Hon Cindy Kiro, and also the Hon Barbara Edmonds, the Minister of Internal Affairs, sang the National Anthem of New Zealand, received a copy of the NZ Citizenship Story from Internal Affairs, received a native tree from Council, and a block of Westgold Butter provided by Westland Milk Products.

Information Released to the open part of the meeting:

In accordance with Standing Orders 18.5, the following information was released to the open part of the meeting due to the grounds to withhold the information no longer exist:

- **Hokitika Racecourse Development**

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

1. The report from the Group Manager, District Assets be received.

Moved Cr Phelps, seconded Cr Davidson and **Resolved** that:

2. The report from Joseph & Associates Limited be received

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

3. The Council note the approval of the Community Broader Outcomes by the Hokitika Racecourse Development Project Working Group.

Moved Cr Davidson, seconded Cr Manera and **Resolved** that:

4. Further communication and engagement in regard to the recreational land portion with stakeholders and ratepayers of Hokitika be undertaken.

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

5. Integrated Planning to be enabled for:
 - Recreational Development to be undertaken in line with other workstreams.
 - Wider considerations be taken into account in terms of planning and engagement.

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

6. Council adopts the revised Terms of Reference for the Hokitika Racecourse Development Project Working Group to:
 - Continue to work alongside the project team in the ROI and RFP process;
 - Advise and participate in recreational land planning;
 - To advise and participate in the Community Engagement.

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

7. The above resolutions be released from the public-excluded part of the meeting to the open part of the meeting.

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

MEETING CLOSED AT 3:46 PM

Confirmed by:

**Mayor Helen Lash
Chair**

Date: