



WEST COAST WILDERNESS TRAIL SUBCOMMITTEE

MINUTES OF THE INAUGURAL MEETING OF THE WEST COAST WILDERNESS TRAIL SUBCOMMITTEE, WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 11 JUNE 2020 COMMENCING AT 3.00 PM

1. MEMBERS PRESENT

Chairperson	Cr Davidson	
Members	His Worship the Mayor	
	Tim Brownlee, Trustpower	
	Geoff Gabites, Chair, West Coast Wilderness Trail Trust (via Zoom)	Jackie Gurden, Trail Manager, West Coast Wilderness Trail
	Nicole Kunzmann, Operations Manager, Department of Conservation	Paul Morris, Chief Executive, Grey District Council
Also in attendance	David Inwood, Independent Consultant	David Inwood, Independent Consultant

NGĀ WHAKAPAAHA APOLOGIES

Kw Madgwick, Kw Tumahai

Moved Cr Davidson, seconded His Worship the Mayor and **Resolved** that the apologies from Kw Madgwick and Kw Tumahai be received and accepted.

STAFF PRESENT

S.R. Bastion, Chief Executive; L. Sparks, Group Manager: District Assets; D.M. Maitland, Executive Assistant and Committee Secretary; E. Rae, Strategy and Communications Advisor.

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated for completion by all members of the Subcommittee.

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

There were no urgent items not on the Subcommittee Agenda.

4. ADOPT TERMS OF REFERENCE

The Chief Executive spoke to this item. The purpose of the report is to adopt the Terms of Reference and appointment of members for the West Coast Wilderness Trail Subcommittee.

Cr Haddock asked that the Terms of Reference on Page 7 of the Agenda reflect the involvement of Grey District Council.

The Terms of Reference will be reviewed at the time of the next Triennium.

Moved His Worship the Mayor, seconded Cr Davidson and **Resolved** that the West Coast Wilderness Trail Subcommittee adopt the Terms of Reference and appoint the following members to the Subcommittee:

- Chairperson (WDC appointed representative and appointed by the Chair of the Capital Projects and Tenders Committee)
- Iwi Representatives
- Ex-Officio – Mayor
- Grey District Council Representative
- Chair - West Coast Wilderness Trail Trust
- Trail Manager - West Coast Wilderness Trail Trust
- Trustpower Representative
- Department of Conservation – Hokitika Operations Manager (or representative).

5. **NGĀ TĀPAETANGA PRESENTATIONS**

- **West Coast Wilderness Trust Chair**

Geoff Gabites as Chair of the West Coast Wilderness Trust advised that himself and Jackie Gurden as Trail Manager would be providing an update for the Subcommittee to summarise the key roles and issues that the West Coast Wilderness Trust is currently dealing with.

- **West Coast Wilderness Trust Manager**

Jackie Gurden then spoke regarding the trail extension and breakdown of numbers of trail users.

The following topics were covered during the presentation:

- Market research
- Reporting requirements
- Emergency communication
- Feedback from surveys

Moved Cr Haddock, seconded Tim Brownlee and **Resolved** that the verbal updates from Geoff Gabites and Jackie Gurden be received.

- **Projects and Draft Asset (Activity) Management Plan**

David Inwood, Independent Consultant, provided the meeting with an update on projects and the Draft Asset (Activity) Management Plan.

Moved Nicole Kunzmann, seconded Cr Haddock and **Resolved** that the verbal update from David Inwood, Independent Consultant be received.

His Worship the Mayor conveyed thanks to Trustpower, Department of Conservation, David Inwood, Geoff Gabites and Jackie Gurden for their work involved with the West Coast Wilderness Trail.

6. REPORTS

- **Memorandum of Understanding – Westland District Council, Grey District Council, West Coast Wilderness Trail Trust.**

The Chief Executive spoke to this item and advised that the purpose of the report is to include some minor amendments and re-adopt the Memorandum of Understanding between Westland District Council (WDC), Grey District Council (GDC) and the West Coast Wilderness Trail Trust (WCWTT).

Moved His Worship the Mayor, seconded Nicole Kunzmann and **Resolved** that the West Coast Wilderness Trail Subcommittee adopt the amended Memorandum of Understanding between Westland District Council, Grey District Council, West Coast Wilderness Trail Trust, with the following amendments:

- 1.2 (c) the Trustees will undertake their best endeavours to create income to manage the Trail and enable long term sustainability and to minimise OPEX.
- 1.8 The Parties acknowledge that the current and future MBIE OPEX 2020 Trail Manager Grant be passed on to the Trust.
- 1.9 The GDC and WDC will endeavour to include the WCWTT in their LTP plans to enable ongoing annual funding for the Trust.
- 2.1.1 The Parties acknowledge that the WDC is the holder of the membership and voting right for the WCWT and NZCT.

- **Safety Update**

The Group Manager: District Assets provided a verbal update on the following items:

- Kawhaka Bridge – currently working with Destination Westland to erect some bollards to assist in the safety of users of the trail.
- Hokitika River Bridge – review of cycle safety is underway with NZTA.
- Weirs at Kawhaka – due to the incident at the weirs, work is being done on corrective actions that can be taken. Work is underway with RCD to get some telemetry installed in this area to provide early warning of river levels which will assist in safety of cyclists using this area.
- Work on the zig-zag at Milltown has been completed.

Moved Cr Haddock, seconded Tim Brownlee and **Resolved** that the verbal update on safety items from the Group Manager: District Assets be received.

- **Maintenance Update**

The Chief Executive of Destination Westland was unable to attend the meeting and accordingly this item will need to be deferred to a later date.

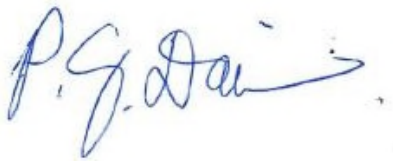
Moved His Worship the Mayor, seconded Nicole Junzmann and **Resolved** that the maintenance update from Destination Westland be deferred.

It was noted that there will be a workshop of the Subcommittee to go through the priority projects for the Trail.

**DATE OF NEXT FORMAL SUBCOMMITTEE MEETING – TO BE CONFIRMED
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA**

MEETING CLOSED AT 4.25 PM

Confirmed by:



**Cr Davidson
Chair**

Date: 13.10.20