



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, 24TH SEPTEMBER 2020 COMMENCING AT 1.00PM

The Committee 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 Kw Madgwick.

2. MEMBERS PRESENT AND APOLOGIES

Chairperson	His Worship the Mayor	
Members	Cr Carruthers (Deputy)	
	Cr Davidson	Cr Hart
	Cr Hartshorne	Cr Kennedy
	Cr Keogan	Cr Neale
	Kw Madgwick	Kw Tumahai (via zoom at 2.05pm)

NGĀ WHAKAPAAHA APOLOGIES

Cr Martin
Kw Tumahai for lateness

Moved Cr Kennedy, seconded Cr Davidson and **Resolved** that the apology from Cr Martin and the apology from Kw Tumahai for lateness be received and accepted.

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. There were no updates to the register noted.

4. **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 Council Agenda.

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

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

- **Extraordinary Council Meeting Minutes – 21 August 2020**
- **Extraordinary Chief Executive’s Review Committee Meeting Minutes – 25 August 2020**
- **Ordinary Council Meeting Minutes – 27 August 2020**

Moved Deputy Mayor Carruthers, seconded Cr Keogan and **Resolved** that the Minutes of the Extraordinary and Ordinary Meetings above held on the 21 August 2020, 25 August 2020 and the 27 August 2020 be confirmed as a true and correct record of the meetings.

His Worship the Mayor **Approved** that his digital signature be added to the confirmed Meeting Minutes of the 21 August 2020, 25 August 2020 and the 27 August 2020.

(As per cl. 28 Schedule 7, LGA 2002)

6. **ACTION LIST**

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

- **Kaniere School Cycleway**
The Council Engineers have finalised the road crossing plan, the signs and footpath construction to commence once the local network contractor has installed the fibre cable.
- **Speed Limits Update**
The report to Council to be presented at today’s Meeting.
- **Transfer of Pensioner Housing to Destination Westland**
The Strategy Document is currently being completed and to be tabled at the Economic Development Committee Meeting on the 29th October 2020.
- **Carnegie Building Project**
The application from Lotteries NZ was declined. The Chief Executive confirmed he has been in regular contact with The Ministry regarding the application to the Culture and Heritage Fund.
- **Fox Landfill**
A PGF Funding application has been submitted to support the relocation of the Fox Landfill to Butlers Landfill and to do a final sweep of Fox River for any visible materials remaining. A further update will be given in the Chief Executive’s Report.

- **Iwi Representation around the council table**

A remit to be written to Local Government New Zealand (LGNZ) for the 2021 AGM. To be discussed with other West Coast Councils for a systematic approach.

- **Rimu-Woodstock Lookout**

Now confirmed as a Council Asset, this has been assigned to District Assets and the remediation works have been completed. Still some maintenance works to be done. Requested this item now be removed from the action list.

- **Kaniere School Students – Cycle Trail**

As requested, the plan was sent to Councillors via teams for review.

- **Letter to Jon Sullivan**

A letter was written and sent to Mr Sullivan.

Council discussed the proposed Kaniere School Crossing location. Topics covered were:

- Vehicle and pedestrian line of sight.
- Position of the crossings location on the corner.
- Traffic Speed at the proposed location.

Action: The Chief Executive to review the proposed location to ensure all aspects have been covered.

Moved Cr Neale, seconded Cr Hartshorne and **Resolved** that the updated Action List be received with the below amendments/updates:

- Rimu-Woodstock Lookout: Item be removed from the list.

The schedule of Agenda items was altered due to external presenters not yet being available. The below two staff reports were brought forward.

PŪRONGO KAIMAHI STAFF REPORTS

- **Financial Performance: August 2020**

The Finance Manager spoke to this item and advised the purpose of this report is to provide an indication of Council's financial performance for two months to 31 August 2020.

Moved Cr Hart, seconded Cr Kennedy and **Resolved** that the Financial Performance Report: August 2020 from the Finance Manager be received.

- **Chief Executive's Quarterly Report**

The Chief Executive spoke to this item and advised that the purpose of this report is to:

- A) Provide an update on the positive aspects that are happening in the Westland District.
- B) Updates on any Matters of Significance & Priority.

The report covered the following topics:

- COVID-19 Response
- Mayoral Taskforce for Jobs
- Provisional Development Funding Projects
- Other Council Activities
- Staffing Updates
- Local Government Official Information and Meetings Act (LGOIMA) Updates

Moved Cr Hartshorne, seconded Cr Keogan and **Resolved** that the Quarterly Report from the Chief Executive dated 24 September 2020 be received.

7. NGĀ TĀPAETANGA PRESENTATIONS

• Graduated Driver Licensing Programme

Keran Tsering, Driver Programme Manager spoke to this presentation and introduced one of the successful Graduates who spoke to their experience with the programme.

Moved Cr Kennedy, seconded Cr Hart and **Resolved** that the presentation from Keran Tsering, Driver Programme Manager from the Graduated Driver Licensing Programme be received.

• Tiakina Ngā Manu, Battle for our Birds – Department of Conservation (DOC)

Tom Belton, Regional Lead for Taikina Ngā Manu and Nicole Kunzmann, Operations Manager Hokitika spoke to this presentation covering the Department Of Conservation's work to protect vulnerable native species through predator control. The topics covered were:

- Disappearing Songbirds and the places they live.
- Aim to Predator Free by 2050
- West Coast Predator Control Sites
- Success Stories
- Expected Outcomes and Monitoring
- Addressing Public Concerns
- Dealing with Harassment
- Current Projects and Locations
- Trapping and/or Aerial 1080 Landscape Scale Operations

Moved Cr Keogan, seconded Cr Neale and **Resolved** that the presentation from Tom Belton, Regional Lead for Taikina Nga Manu and Nicole Kunzmann, Operations Manager at the Department of Conservation be received.

Kw Tumahai joined the meeting via zoom at 2.05pm.

8. PŪRONGO KAIMAHI STAFF REPORTS CONT.

• **Chief Executive's Review Committee – Terms of Reference**

His Worship the Mayor spoke to this item and advised the purpose of the report is for Council to adopt the Terms of Reference (ToR) for the Chief Executive's Review Committee. Council previously had a ToR, with the Committee reporting to the Executive Committee of Council. These ToR are now required to be updated.

Moved Cr Neale, seconded Cr Hart and **Resolved** that Council adopts the Terms of Reference for the Chief Executive's Review Committee.

• **Becoming a Guaranteeing Local Authority of the New Zealand Local Government Funding Agency Limited**

The Group Manager: Corporate Services spoke to this item and advised that the purpose of the report is for Council to resolve to become a guaranteeing Local Authority of the New Zealand Local Government Funding Agency (LGFA), approve the documents involved in becoming a guaranteeing Local Authority of LGFA, and to delegate authority to sign those documents.

Moved Cr Hart, seconded Cr Neale and **Resolved** that Council resolves to; (numbering reflects the clauses itemised in 1.4 above)

- 1.4.1 Receive the "Becoming a guaranteeing Local Authority of the New Zealand Local Government Funding Agency Limited" report, and
- 1.4.2 Notes the contents of that report, and
- 1.4.3 Confirms the Council's intention to become a guaranteeing Local Authority of the New Zealand Local Government Funding Agency (LGFA), and
- 1.4.4 Resolves that the Council become a guaranteeing Local Authority of the LGFA, and
- 1.4.5 Approves the documents that are attached to the "Becoming a guaranteeing Local Authority of the New Zealand Local Government Funding Agency Limited" that are referred to below, and
- 1.4.6 Authorises any two of the Councils elected members to execute the following deeds for the purposes of recommendations 1.4.3 and 1.4.4 above;
 - (a) Accession Deed to Guarantee and Indemnity; and
 - (b) Accession Deed to Equity Commitment Deed.
- 1.4.7 Delegates authority to the Chief Executive to execute the following documents for the purposes of the recommendations 1.4.3 and 1.4.4 above;
 - (a) Security Stock Certificate (in relation to the LGFA Equity Commitment Deed);
 - (b) Security Stock Certificate (in relation to the LGFA Guarantee and Indemnity); and
 - (c) Stock Issuance Certificate (in relation to the documents noted at 1.4.7 (a) and 1.4.7 (b) above).
- 1.4.8 Authorises the Chief Executive to execute the Chief Executive Certificate and Officers Certificate and such other documents and take such other steps on behalf of the Council as the Chief Executive

considers it is necessary or desirable to execute or take to give effect to recommendations 1.4.3 and 1.4.4 above.

- **Reserves Contribution Fund**

The Group Manager: Corporate Services spoke to this item and advised that the purpose of the report is to provide Council with an understanding of the Reserves Contribution Fund and to approve designated zones for use of the funds.

Cr Kennedy left the Council Chambers at 2.49pm and returned at 2.50pm.

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

- A) Council receives the Report on Reserves Contribution Fund
- B) Council approves using the Community Rating Zones as designated zones.

- **Speed Limit Review Consultation Document Approval**

The Group Manager: District Assets spoke to this item and advised that the purpose of the report is to seek Council approval for the Speed Limit Review Consultation Document.

Cr Keogan requested the spelling of Keogans Road be corrected from Keoghans Road.

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

- A) That Council receives the report
- B) That Council resolves to adopt Option 1 and approve the speed limit review consultation document and carry out the public consultation process as required under the Land Transport Rule: Setting of Speed Limits 2017.

**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 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 3.11pm.

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	for this resolution	Ground(s) under Section 48(1) for the passing of this resolution
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1.	Confidential Minutes – Extraordinary Chief Executive’s Review Committee Meeting 25 August 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)
2.	Confidential Minutes – Ordinary Council Meeting 27 August 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
1, 2	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 (Schedule 7(2)(b)).
1, 2	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 Cr Hart, seconded Cr Neale 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 3.19pm

**DATE OF NEXT ORDINARY COUNCIL MEETING – 22 OCTOBER 2020
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 3.19PM

Confirmed by:

A handwritten signature in blue ink, appearing to read "B. Smith", is centered within a light gray rectangular box.

Mayor Bruce Smith
Chair

Date: 22.10.20