



AGENDA

RĀRANGI TAKE

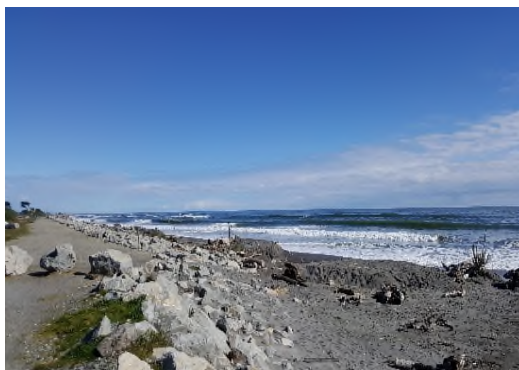
NOTICE OF AN ORDINARY MEETING OF

COUNCIL

to be held on Thursday 27 June 2019 commencing at 11.00 am
in the Council Chambers, 36 Weld Street, Hokitika

Chairperson: His Worship the Mayor

Members:	Cr Martin (Deputy)	Cr Lash (Deputy)
	Cr Carruthers	Cr Eatwell
	Cr Havill ONZM	Cr Neale
	Cr Olson	Cr Routhan
	Kw Tumahai (or Representative)	Kw Rochford (or Representative)
	Kw Rasmussen	



Council Vision:

We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.

Purpose:

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action, by and on behalf of, communities; and
- (b) To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

1. NGĀ WHAKAPAAHA APOLOGIES

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

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

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if
 -
 - (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to the

public, -

(i) the reason why the item is not on the agenda; and

(ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

(7A) Where an item is not on the agenda for a meeting, -

(a) that item may be discussed at the meeting if -

(i) that item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

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

Minutes circulated separately

5. NGĀ TĀPAETANGA PRESENTATIONS

- Community Service Award 12.15pm
- Manatu Whakaaetanga Partnership Agreement
- Draft National Policy Statement on Biodiversity
- Westland Holdings Quarterly Report – Albert Brantley

6. ACTION LIST

(Pages 6-7)

7. PŪRONGO KAIMAHI STAFF REPORTS

- Westland Holdings Statement of Intent 1 July 2019 (Pages 8-21)
- Rates Write-offs and Remissions (Pages 22-25)
- Draft Rating Policy (Pages 26-45)
- Adoption of Draft Annual Plan 2019/20 (to be tabled) (Pages 46-49)
- Rates Resolution 2019-20 (to be tabled) (Pages 50-52)
- Change in Accounting Policy for Revaluation of Landfills (Pages 53-54)
- Hokitika Cemetery Seat (Pages 55-61)
- Utilising Funds from the Three Mile Hall Reserve Fund – 1.30 pm (Pages 62-82)
- West Coast Regional Waste Minimisation and Management Plan – Update on Progress (Pages 83-86)
- Local Government Leaders’ Climate Change Declaration (Pages 87-91)
- Ocean Outfall – (document will be circulated separately)

8. ADMINISTRATIVE RESOLUTIONS

Nil

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

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

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 May 2019	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.	Director Appointment – Westroads Ltd	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)
3.	Board Appointment – Westland Holdings Limited	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)

4.	Procurement Review	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)
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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 area as follows:

Item No.	Interest
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))
2. & 3.	Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))
4.	Maintain legal professional privilege (Schedule 7(2)(g)); and Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information – (ii) would be likely otherwise to damage the public interest (Schedule 7(2)(c))

**DATE OF NEXT ORDINARY COUNCIL MEETING – 25 JULY 2019
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA**

Council Meetings - Action List

Date of Meeting	Item	Action	Officer	Status
28.06.18	Kaniere School Students – Cycle trail	Council staff to get back to the Kaniere School Students regarding the proposal	GMDA	Not considered a priority at present. District Assets reviewing potential road crossing options.
24.01.19	Waste Minimisation Fund	Presentation back to Council regarding waste management within a 6 month timeframe.	OM	Report in Council pack for 27 June Council Meeting.
24.01.19	Trading in Public Places	Staff to identify an appropriate location for traders, including powered sites	C&PM	Being considered as part of the beachfront development. Quotes being sourced for the sites.
28.02.19	Timing of Council Meetings	Report back from CE and Group Manager: Corporate Services	CE& GMCS	Completed.
28.02.19	Proposal to Encourage Use of Te Reo Māori in Council Communications and Documents	<u>THAT</u> Council resolve to engage with local Iwi to implement the use of Te Reo Māori in council documents, publications, communications and signage <u>THAT</u> Council resolve to produce a document of approved Te Reo Māori translations for Council use.	C&SM	Completed.
28.02.19	Proposed Stopbank Extension at Franz Josef	<u>THAT</u> Council receive the letters of support in principle from the Chairman of the Franz Josef Community Council Inc. and Franc Inc. and forward them to the West Coast Regional Council.	CE	Completed
28.02.19	Responsible Camping Areas – Freedom Camping Bylaw 2018	<u>THAT</u> Council initiates a full review of the Freedom Camping Bylaw 2018 <u>THAT</u> Council determine the membership of a Freedom Camping Working Group consisting of representatives from	RSM	Group to meet.

Date of Meeting	Item	Action	Officer	Status
		Council, Council Officers, accommodation providers, community representatives, and stakeholders.		
04.04.19	Speed Limits	Extension of some limits and open conversation with road users on suitable speed limits.	GMDA	
18.04.19	Council thanks to Staff	The thanks of Council be conveyed directly to the Council staff due the flooding event on the 24 March 2019 and the two weeks since the Ordinary Council Meeting.	CE	Completed
18.04.19	Hari Hari Complex Reserve Fund	Release of funds for work on the Hari Hari Community Hall and the remainder of the funds retained and tagged for future projects in Hari Hari.	CE	Completed
18.04.19	Disability Parking	Areas for disability parking to be checked near Weld Lane.	GMDA	Completed
18.04.19	MOU be developed	Between Council and the Westland Industrial Heritage Park for future maintenance of the seat in Weld Lane.	CDA	In progress
18.04.19	Complaint to Council	Complaint to be investigated and report back to Council.	CE	Completed
18.04.19	Transfer of Pensioner Housing to Destination Westland	Report to May Council Meeting	CE	Working with CE DW on future pensioner housing strategy
03.05.19	Events	Council resolved to do due diligence with WHL with a view to mitigating any risk to the ratepayer.	CE	Awaiting WHL & DW deliberation
23.05.19	Local Governance Statement	Load onto the Council Website	EA	Completed
23.05.19	Local Government Leaders' Climate Change Declaration	Council resolved that the document be signed	Mayor	Refer Mayor report in June 19 Council Meeting
23.05.19	Remuneration Authority – Childcare Allowance for Elected Members	Submission of support be sent to the Remuneration Authority	GMCS	Completed

Report



DATE: 27 June 2019
TO: Mayor and Councillors
FROM: Group Manager: Corporate Services

WESTLAND HOLDINGS LIMITED: STATEMENT OF INTENT 1 JULY 2019

1 SUMMARY

- 1.1 The purpose of this report is to present the Westland Holdings Ltd (WHL) Statement of Intent (SI) for the 3 years commencing 1 July 2019.
- 1.2 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in May 2018, which is set out in the Long Term Plan 2018-28.
- 1.3 This report concludes by recommending that Council approve Westland Holdings Ltd Statement of Intent for the 3 years commencing 1 July 2019, and approve for public release, attached as **Appendix 1**.

2 BACKGROUND

- 2.1 The statutory provisions concerning a SI are contained in Schedule 8 of the Local Government Act 2002.
- 2.2 Sch. 8(1) outlines the purpose of the SI, being to:
 - 2.2.1 state publicly the activities and intentions of a council-controlled organisation for the year and the objectives to which those activities will contribute; and
 - 2.2.2 provide an opportunity for shareholders to influence the direction of the organisation; and
 - 2.2.3 provide a basis for the accountability of the directors to their shareholders for the performance of the organisation
- 2.3 Sch. 8.3(b) requires that the board of a council-controlled organisation must deliver to its shareholders the completed statement of intent to the shareholders on or before 30 June each year.

3 CURRENT SITUATION

- 3.1 The WHL SI for the 3 years commencing 1 July 2019 was received on 8 April 2019.
- 3.2 The content of the SI meets the requirements of the Act.
- 3.3 The SIs will inform the CCOs' Annual Reports for the year ended 30 June 2020.
- 3.5 Both the draft and final SI were received within the statutory timeframes as stated in the LGA 2002
- 3.6 The draft SI is not a public document under the LGA 2002, only the final SI is required under the act to be made publically available.

4 OPTIONS

- 4.1 **Option 1:** Council approves the Westland Holdings Statement of Intent for 3 years commencing 1 July 2019 and approves for public release.
- 4.2 **Option 2:** Council does not approve the Westland Holdings Statement of Intent and request that changes be made.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The decision to approve the SI is administrative and does not require consultation.

6 ASSESSMENT OF OPTIONS

- 6.1 **Option 1:** Council received a draft statement of intent on 1 March which meets the statutory deadline, this was sent out for Councillor comment, in which none were returned until after the statutory deadline from the LGA 2002. Therefore WHL chair finalised the SI.
- 6.2 **Option 2:** The final SI was based on the draft SI, by not approving the SI and asking for further changes will mean that the final SI has not been approved for public release by the statutory deadline.

7 RECOMMENDATION

- A) **THAT** Council approve the Westland Holdings Ltd Statement of Intent for the 3 years commencing 1 July 2019 and approve for public release, attached as **Appendix 1**.

Lesley Crichton
Group Manager: Corporate Services

Appendix 1: Westland Holdings Ltd Statement of Intent for the 3 years commencing 1 July 2019.



WESTLAND HOLDINGS LIMITED

**Destination Westland Limited
Westroads Limited**

STATEMENT OF INTENT FOR THE THREE YEARS COMMENCING 1 JULY 2019

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1. INTRODUCTION

This Statement of Intent (“SOI”) for Westland Holdings Limited (“WHL” or “the Company”) is prepared in accordance with Section 64 and Schedule 8 of the Local Government Act 2002.

This SOI specifies the objectives, the nature and scope of the activities to be undertaken, and the performance targets and other measures by which the performance of WHL and its subsidiaries Destination Westland Limited and Westroads Limited (collectively referred to as “the Group”) may be judged in relation to its objectives, amongst other requirements.

The negotiation and determination of an accepted SOI is a public and legally required expression of the accountability relationship between the Company and its sole shareholder, the Westland District Council (“WDC” or “the Council”). The SOI is reviewed annually with the Council and covers a three-year period commencing 1 July 2019.

WHL supports the vision of the Westland District Council, expressed as:

“We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.”

2. COMPANY MISSION

Westland Holdings Limited primary mission is to support the Council’s Vision for Westland as outlined above.

3 THE OBJECTIVES OF THE COMPANY

In addition to the requirements of section 59 of the Local Government Act 2002, the principal objectives of WHL are to:

- Monitor the performance of each of its subsidiary companies;
- Ensure that each subsidiary company has in place active and effective health and safety policies and procedures which provide a safe operating environment for all employees, contractors and affected parties;
- Ensure that each subsidiary company operates economically and efficiently, in accordance with an agreed SOI, to optimize the returns from each subsidiary as well as the value of each subsidiary within the operating parameters determined by the Council;
- Ensure, within any legal or commercial constraints, that the SOI of each of the subsidiary companies reflect the policies and objectives of the Council;

- Keep the WDC informed of matters of substance affecting WHL and the subsidiary companies and, as much as is considered practical and reasonable in the opinion of the directors of WHL, to provide the WDC an opportunity for comment on such matters prior to taking any action;
- Ensure that there is regular and informative reporting of the financial and non-financial performance and risk exposures of WHL and the subsidiary companies;
- Report to WDC on establishment opportunities for the subsidiary companies, and other investment opportunities that have the potential to enhance the economic well-being of the region and to provide an adequate return;
- Maintain and improve good governance by regularly and constructively appraising the performance of the subsidiary company directorates, maintaining an appropriate monitoring framework and informing WDC prior to the appointment of new directors and,
- Support the Council in reviewing or creating policies relevant to the Company, or to the Group.

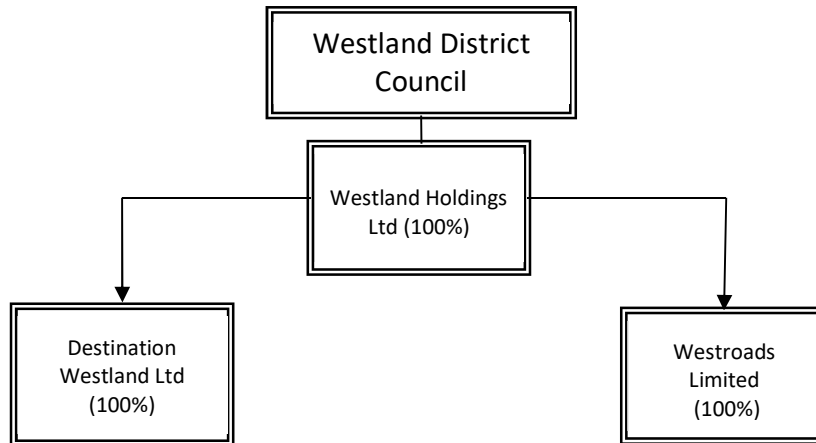
4. GOVERNANCE APPROACH

WHL seeks to govern the Group in a way that will ensure it:

- Achieves the objectives of its shareholder, both commercial and non-commercial, as detailed specifically in Section 3.3;
- Is a good employer in accordance with S:36(2) of schedule 7 of the Local Government Act 2002;
- Exhibits a sense of social responsibility by having regard to the interests of the community in which it operates; and
- Exhibits a sense of environmental responsibility by having regard to the interests of the community in which it operates.

5. NATURE AND SCOPE OF ACTIVITIES

WHL is a wholly-owned, council-controlled organization (“CCO”) of WDC, which was formed on 24 July 2002. WHL is the controlling entity that provides objective governance of the various operating subsidiaries on behalf of WDC. The Group structure is, as follows:



The current Directors of WDHL are:

- Albert Brantley (Chair)
- Joanne Conroy
- Christopher Gourley
- Chris Rea

6. SHAREHOLDING

WHL, on behalf of the Council, holds the following investments in the subsidiary companies:

- A shareholding investment in Destination Westland (DWL) of \$4,629,000, representing 100% of DWL share capital; and
- A shareholding investment in Westroads Limited (“WRL”) of \$9,289,000, representing 100% of WRL’s share capital.

Ratio of Shareholders’ funds to total assets.

Shareholders’ funds are defined as the sum of the amount of share capital on issue, retained earnings/accumulated losses, revenue and capital reserves. Total assets are defined as the sum of the net book value of current assets, investments, fixed assets, and intangible assets as disclosed in the Company’s Statement of Financial Position, prepared in accordance with the accounting policies adopted by the Directors.

The target ratio of shareholders’ funds to total assets shall not be less than 50% for the period covered by this SOI. The appropriateness of this target ratio will be reviewed annually by the Directors.

7. ACCOUNTING POLICIES

The financial statements of the Company and its subsidiary companies are prepared in accordance with New Zealand Generally Accepted Accounting Practice (“NZ GAAP”). They comply with New Zealand equivalents to International Financial Reporting Standards (“NZIFRS”) and other applicable Financial Reporting Standards, as appropriate for profit-oriented entities

The Reporting Entity for Accounting and Reporting purposes for the Company is Westland Holdings Limited. The Company has a balance date of 30 June.

WHL is expected to comply with the Accounting Policies adopted by its shareholder, the Westland District Council as they may be varied from time to time. The WDC Policies are outlined in its Annual Report for the period ending 30 June 2018.

8. PERFORMANCE TARGETS

The following performance targets have been set for the 2019/2020 financial year, and the two years following:

Relationship with WDC/Other Governance Issues

Objective	Performance Target
1 To ensure that the financial targets and strategic direction of WHL are in line with the requirements of WDC	<p>A draft SOI for WHL will be submitted for approval to WDC by 1 March each year.</p> <p>A completed SOI will be submitted to WDC by 30 June each year.</p>
2 To ensure that WDC is kept informed of all significant matters relating to its subsidiaries on a “no surprises” basis	<p>Regular reporting of performance to the Finance and Risk Committee of the WDC will be done on a quarterly basis. More regular reporting may be required to ensure no surprises to WDC.</p> <p>Full year and half year reporting to WDC will be provided within 60 days after 31 December and 30 June of each year.</p> <p>Quarterly operational and financial briefings provided to WDC in the financial year will be supplemented with specific presentations made to Councilors.</p>

Major matters of urgency are reported to the appropriate Council Committee or the Chief Executive of WDC within three days.

- 3 To ensure that WHL directors add value to the Company and that their conduct is according to generally accepted standards.

The Chair will initiate an independent formal evaluation of the WHL directorate biennially. The first such review will be undertaken in the latter half of the 2019 calendar year.

The Company will review the training needs of individual WHL directors, and ensure training is provided, where required.

- 4 WHL's process for the selection and appointment of directors to the boards of subsidiaries is rigorous and impartial.

The process followed for each appointment to a subsidiary board is transparent, fully documented and reported to WDC. Any appointments will be made in accordance with the WDC's Policy for Director Appointments.

Financial Objectives and Performance Measures

Objective

Performance Target

- 5 To ensure that WHL returns a dividend to WDC in accordance with WDC's budgets and meets other financial targets.

WHL will agree with WDC on an achievable distribution for the 2018/19 financial year as part of the Council's requirement to approve the SOI for WHL. This estimated dividend receivable by WHL will be agreed with each CCO on an annual basis prior to finalising WDC's budget.

It is proposed that the dividend level payable by WHL for the 2019/20 Year be set at \$200,000. It is estimated that the dividend for each year thereafter be set at \$250,000.

- 6 To ensure that the subsidiary companies return a minimum

WHL meets its budgeted level of dividend payable of \$250,000 for the 2019/20 financial year. In addition,

acceptable dividend as per the SOI of the subsidiary companies.

another \$250,000 is targeted for distribution to WDC by way of Subvention Payments from the CCO's.

Specific Subsidiary Management and Supervisory Functions

Objective	Performance Target
7 To ensure that WHL's procedure for appointment to subsidiary directorates are open and in accordance with written policy.	That the adopted WDC Directors Policy be followed for any director appointments made.
8 To ensure that the draft subsidiary company SOI's are received on a timely basis for review and comment.	Draft SOI's are to be received by 14 February from the subsidiary companies, and finalised by 1 June for each year covered by this SOI.
9 To ensure that the final subsidiary company SOI's are appropriate, measurable, attainable and timely.	Comment on the draft SOI's within the statutory timeframe of 30 April each year, and ensure specific and measurable targets are included as Performance Objectives.
10 To ensure that the final subsidiary company SOI's are commercially focused documents, while also being compatible with the strategic aims of WDC to prudently manage these long-term community investments.	WHL will direct the subsidiary companies to produce commercially focused SOI's that are consistent with their responsibilities to the social and environmental needs of the communities of Westland, as well as their commercial responsibilities. WHL will assess the alignment of the SOI's with any specifically notified WDC strategic directive.
11 To ensure that the subsidiary company reporting is relevant and timely.	Subsidiary company SOI's will incorporate specific reporting requirements in accordance with legislation and accepted practice. Subsidiary companies will also be required to provide quarterly operational and financial briefings to WHL in sufficient detail to allow WHL to fulfill its reporting obligations to the WDC.

All activity reports and formal reporting will be done through the Chairman of WHL and the Chief Executive of WDC.

Risk Management Processes

Objective

Performance Target

- 12 To ensure that there are adequate processes for the identification, assessment and management of the risk exposures of the subsidiary companies.

Subsidiary company SOI's will incorporate specific statements regarding the processes for the management of risk exposures, including health and safety and reputational risk.

To ensure that subsidiary companies do not make decisions that could have significant implications for future Council funding.

Long term investment assessment is carried out for any new projects of a size and nature that requires WHL approval. Significant projects and their sources of funding must also be assessed and approved by Council prior to initiating the projects.

Specific Activities to be Undertaken by WHL

- Negotiation of the individual annual SOIs for the CCOs that it owns on behalf of the Westland District Council (the subsidiary companies).
- Negotiation of the annual SOI between WDC as shareholder and WHL.
- Monitoring the performance of the subsidiary companies that WHL owns.
- Advice to WDC regarding potential CCO establishment or development opportunities.
- Maintaining a Register of Potential Directors for WHL and the subsidiary companies, including public advertising, as required.
- Appointment and monitoring of the directors of the subsidiary companies.
- Hosting an annual shareholders' meeting.

Specific Activities Not Permitted to WHL

- No subsidiary companies are to be formed by WHL without the prior approval of WDC.
- No shares are to be acquired by WHL or the subsidiaries without the prior approval of WDC.
- No shares held by WHL or the subsidiaries are to be sold or otherwise disposed of without the prior approval of WDC.

Over time, WDC may form other CCOs within the WHL structure. WHL is an obvious vehicle for holding the shares in these enterprises, however, the directors' approach to the holding of other shares will be determined on a case-by-case basis in consultation with Council. It is anticipated that WHL will assist WDC in the identification and assessment of such future opportunities.

9. DISTRIBUTION POLICY

Profit retention and dividend policy will be determined from year to year by the Directors in accordance with operational results, financial prospects, and the circumstances prevailing, with the objectives of ensuring that:

- The amount of the distribution does not limit WHL's ability to fund future capital expenditure requirements of subsidiary companies to both maintain and expand current operations, nor to address issues relating to the Company's debt structure. In determining any distribution, the following must be considered:
 - i. The Directors are satisfied that the requirements of section 4 of the Companies Act (the "solvency test") have been satisfied;
 - ii. The amount of the distribution does not exceed the amount of the net profit after tax, plus cash held in reserves, in the year to which the distribution relates; and,
 - iii. Total liabilities do not exceed 50% of the total assets.

WHL will endeavor to make distributions of \$250,000 in the 2019/20 year.

10. REPORTING TO SHAREHOLDERS

WHL will provide the following information in order to enable the WDC, as the shareholder of WHL, to make an informed assessment of the Company's performance:

- a) An annual Draft SOI in accordance with Schedule 8 of the Local Government Act 2002, delivered by the 1st of March, with WDC comments returned by the 1st of May and a completed SOI after consideration of Shareholders comments delivered by 30 June. The Final Statement of Intent of WHL will be made available to the public one month following delivery to the WDC.
- b) A half-yearly financial and progress report or presentation to Council that details the financial performance and progress of the Company and its subsidiaries. This report shall be delivered to Council no later than 28th February.
- c) An annual report in accordance with Section 67 and 71 of the Local Government Act 2002 and the GAAP reporting requirements prescribed from time to time by the Institute of Chartered Accountant of New Zealand, and any other information that the Directors deem appropriate. The annual report is to be delivered to the WDC by the 30th of September and no later than 20 days prior to the Company's AGM
- d) An annual Shareholders meeting is to be held by the 31st of December each year with not less than 10 days' notice to the WDC.

11 ACQUISITION PROCEDURES

If the Directors believe they should invest in or otherwise acquire any interest in any other organisation, they shall obtain the prior approval of the WDC as shareholder by special resolution unless the total cost is less than \$500,000.

In this case prior approval is not required, but the Shareholder will be advised within 10 working days.

12 COMPENSATION

Currently there are no activities for which compensation will be sought from WDC

13 ESTIMATED COMMERCIAL VALUE OF WHL

The value of WHL has been defined as the estimated value of Shareholders' funds as at 30 June 2018.

This value is estimated to be \$13,868,000.

The value ascribed to shareholders' funds will be that stated in the annual Statement of Financial Position of the Company as at the end of the financial year preceding each SOI.

14 OTHER MATTERS

WHL's directors are appointed by the Shareholders to govern and direct WHL's activities, and to oversee the governance and performance of the WDC's council-controlled organisations. The Shareholders expect this responsibility to include such areas of stewardship as:

- Commercial performance
- Non-commercial performance
- Preparation and review of business plans and budgets
- Corporate policies
- Financial and distribution policies
- Management oversight and development
- Delegations or authority
- Identification and management of business risks
- Identification and management of business opportunities
- Internal control systems
- Integrity of management information systems
- Relationships with stakeholders and external parties
- Compliance with relevant law
- Reports to shareholder

Report



DATE: 27 June 2019

TO: Mayor and Councillors

FROM: Financial Budgeting and Reporting Accountant

RATES WRITE OFFS AND REMISSIONS 2018-19

1 SUMMARY

- 1.1 The purpose of this report is to request Council approval to write off rates debts deemed uncollectable, and to apply remissions, for the financial year ended 30 June 2019.
- 1.2 This issue arises because Council has not delegated the authority to staff to write off rates receivables.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2018-28. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council approve the write off, adjustment and remission of rates receivables and penalties totalling \$294,235 including GST [\$265,080 ex GST] for the financial year ending 30 June 2019.

2 BACKGROUND

- 2.1 Remissions are applied in accordance with Council's Rates Remissions Policy.
- 2.2 Write offs are a last resort after Council exhausts all reasonable avenues to collect outstanding rates receivables. There are two circumstances which compromise Council's ability to recover overdue amounts:
 - 2.2.1 Section 65 of the Local Government (Rating) Act 2002 precludes the commencement of any court action to recover unpaid rates that are more than six years past due.

2.2.2 Part 4 of the Act provides that Rates are not collectable on unoccupied Maori Land, unless it can be proven that income is derived from that land. To that extent, Maori Land that is vested in trustees is liable for rates only to the extent of any money derived from the land, and that Rates on multi ownership unoccupied Maori Land are the liability of each owner only to the extent of their own interest in the land. These provisions render the rates on unoccupied Maori Land uncollectable.

3 CURRENT SITUATION

3.1 Analyses of these adjustments are shown in the tables below:

3.1.1 Adjustments by reason:

Reason	18/19	17/18
Agreement	27,441	85,702
Correction	74,379	264,051
Half Rateable	31,824	29,481
Uniform charges	41,605	35,471
Non Rateable	769	-
Paid Full Year	3,610	527
Payment Plan	16,727	48,313
Pre 7 Years	4,815	11,901
Subdivision	65,535	63,285
Unoccupied Maori Land	27,531	66,887
Grand Total	294,235	605,620

3.1.2 Adjustment by type:

Action	Type	Reason	Inc GST	Ex GST
Remission	Penalties	Correction	6,139	6,139
		Payment Plan	16,727	16,727
	Rates	Half Rateable	31,824	27,673
		Uniform charges	41,605	36,178
		Non Rateable	769	668
		Subdivision	65,535	56,987
		Remission Total		162,599
Write Off	Arrears	Agreement	-	-
		Paid Full Year	2,862	2,489
		Pre7Years	4,815	4,187
		Unoccupied Maori Land	27,531	23,940
	Penalties	Correction	47,099	47,099
		Paid Full Year	748	748
		Payment Plan	-	-
	Rates	Agreement	27,441	23,862
		Correction	21,141	18,383
Write Off Total		131,636	120,707	
Grand Total		294,235	265,080	

- 3.2 The total has decreased compared to 2017/18, mainly due to a system error that allowed rates to be struck (\$264,051) at the start of the 2017/18 financial year, on amalgamated properties.
- 3.3 The relevant section of the remissions policy applied are in respect of properties that are:
- 3.3.1 wholly or partially non-rateable pursuant to Schedule 1 of the Local Government (Rating) Act 2002, or
 - 3.3.2 subdivisions eligible for temporary relief from multiple fixed charges.
- 3.4 The budget for rates write offs for 2018/19 is \$85,000 excluding GST. The write offs in table 3.1.2 amount to \$120,707.
- 3.5 The rating units that qualify for remissions at the start of the year are identified during the preceding year and the amount to be remitted is allowed for when the rates are struck via a redistribution in the rating information database.

4 OPTIONS

- 4.1 The following options are available:
- 4.1.1 **Option 1:** Approve the write offs and remissions amounting to \$294,235 including GST.
 - 4.1.2 **Option 2:** Do not approve the write offs and remissions
 - 4.1.3 **Option 3:** Approve one or either, or a proportion of those proposed.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The decision is administrative and in accordance with Council's Policy on Significance and Engagement is assessed as low significance.
- 5.2 Consultation is not required on this matter.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 Option 1 would generate a variance of \$35,707 against the budget for 2018/19. This option is consistent with Council's rates remissions policy and is prudent in respect of the write offs, since under IFRS, assets must be stated at their net realisable value.
- 6.2 Option 2 would breach Council's rates remissions policy. Were the write offs not applied it is certain that they would require provision, which would have the same financial impact as Option 1.

6.3 Option 3 could breach Council's rates remissions policy and would still require partial provision, which is illogical. As stated in 3.1 and 3.2, the amounts are proposed after exploring all options.

7 PREFERRED OPTION AND REASONS

7.1 Option 1 is the preferred option. It is consistent with Council policy and IFRS.

8 RECOMMENDATIONS

A) **THAT** Council approves the total proposed rates write offs and remission of \$294,235 including GST for the financial year ending 30 June 2019.

Lavinia Hamilton

Financial Budgeting and Reporting Accountant

Report



DATE: 27 June 2019
TO: Mayor and Councillors
FROM: Group Manager, Corporate Services

RATING POLICY 2019/20

1.0 SUMMARY

- 1.1 The purpose of this report is to seek Council approval of the proposed Rating Policy 2019/20 as a supporting operational policy to the Revenue and Financing Policy.
- 1.2 This is not a statutory policy but it gives effect to the intentions of the documents referred in 1.1, whilst enabling Council to respond to changes in circumstances and practises during the intervening periods between LTPs.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in May 2018, which are set out in the LTP 2018-28.
- 1.4 This report recommends that the proposed Rating Policy 2019/20, attached as **Appendix 1**, be adopted.

2.0 BACKGROUND

- 2.1 There is no statutory requirement to adopt a Rating Policy.
However, the use of a separate Rating Policy facilitates the continued application of the principles by adjusting factors and definitions as appropriate whilst remaining within the framework of the Revenue and Financing Policy.
- 2.2 It enables Council to respond efficiently to changes in its rating base and community needs. This policy informs the Funding Impact Statement in the Annual Plan 2019-20.

3.0 CURRENT SITUATION

- 3.1 The year ending 30 June 2020 is the second year of the LTP 2018-28.
- 3.2 The existence of a Rating Policy has supported a systematic review of Council's Rating Information Database and will support a continuous progression towards consistency.
- 3.3 The Rating Policy can also be used as a point of reference when Council considers submissions.
- 3.4 The differentials applied to the General Rate and the Community Rates were considered to be appropriate.
- 3.5 The proposed Rating Policy 2019/20 contains only three changes to the Rating Policy 2018/19.
 - 3.5.1 New Bruce Bay Community Rating zone
 - 3.5.2 Moving footpath maintenance from community rates to the general rate.
 - 3.5.3 Extension of the Hokitika Area Promotions Rate zone.
- 3.6 The effect of these changes are that Bruce Bay zone will better reflect the Community needs, and that the footpath maintenance will now be rated consistently with the footpath capital expenditure.
The extension of the Hokitika Area Promotions Rate zone allows for capture of commercial businesses that are undertaken from premises outside of the CBD but benefit from Destination Hokitika.

4.0 OPTIONS

- 4.1 Council can choose to:
 - 4.1.1 Adopt the proposed Rating Policy.
 - 4.1.2 Undertake further review.
 - 4.1.3 Reject the policy.

5.0 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The quantification of rates has an impact on all ratepayers. However, the decision to adopt a policy that reflects the community feedback and Council deliberations is administrative and of low significance in accordance with Council's Policy on Significance and Engagement.

6.0 ASSESSMENT OF OPTIONS

6.1 Option 1 - Adopt the proposed Rating Policy

6.1.1 The policy reflects community feedback in the form of submissions to the Annual Plan 2019/20 consultation.

6.1.2 The policy gives effect to the Revenue and Financing Policy and is enacted in the Funding Impact Statement. This enables Council to strike the rates for the year 2019/20.

6.2 Option 2 - Undertake further review

6.2.1 The changes proposed are in direct response to submissions and Councils direction. Any other material changes would require further consultation. Changes that require amendment to the Revenue and Financing Policy would require a full s82 consultation.

6.2.2 Without a basis for calculation Council cannot strike the rates for 2019/20; and without an accurate Funding Impact Statement the Annual Plan 2019/20 is incomplete and cannot be adopted.

6.3 Option 3 - Reject the policy

6.3.1 If Council rejects the policy in its entirety it must return to first principles and redraft and consult on a revised Revenue and Financing Policy.

7.0 PREFERRED OPTION AND REASONS

7.1 The preferred option is Option 1; adopt the proposed Rating Policy because it reflects the decisions made by Council as a result of the Annual Plan 2019/20 consultation.

8.0 RECOMMENDATION

A) **THAT** Council adopts the proposed Rating Policy attached as **Appendix 1**.

Lesley Crichton

Group Manager, Corporate Services

Appendix 1: Rating Policy 2019/20



RATING POLICY 2019/20

The purpose of this document is to support the Funding Impact Statement by setting out detailed rating policies applied by Council in order to determine the rates liability of a property. Council will review this policy annually as part of the rates setting process.

CONTENTS

1. Introduction
2. Calculation of uniform annual general charge
3. Description of general rate and community rate differentials
4. Rates based on location
5. Water and sewerage availability rates
6. Divisions
7. Payment methods and places
8. Minimum economic rate
9. Policy for early payment of rates in the current year
10. Rates penalties
11. Public availability of information
12. Disputes

INTRODUCTION

This Rating Policy gives effect to the Funding Impact Statement contained in the Long Term Plan 2019-20. The components of the policy are integral to the Funding Impact Statement but are contained in a separate policy to enable Council to review the factors applied within the parameters of the Revenue and Financing Policy during each Annual Plan.

Council must comply with the requirements of the Local Government Act 2002 (LGA) and the Local Government (Rating) Act 2002 (LGRA).

In doing so, and in order to set a lawful rate, Council must:

- Have completed a s.101(3) analysis (see Funding Needs Analysis)
- Adopted a Revenue and Financing Policy (see the Long-term Plan)
- Adopted a Funding Impact Statement (see either an Annual or Long-term Plan)
- Adopt an Annual or Long-term Plan.
- Adopt a rates resolution, consistent with everything above.

The requirements of cl.15 of Schedule 10 of the LGA, and its relationship to the LGRA, can be interpreted in several ways. Council believes the Funding Impact Statement to comply with those requirements. It may be interpreted that the requirements for cl.15 to go further than disclosed in the Funding Impact Statement. Should that be the case then those requirements are met by this Rating Policy.

CALCULATION OF UNIFORM ANNUAL GENERAL CHARGE

Council has determined to set the Uniform Annual General Charge (UAGC) at a charge of 21.7% including GST.

A UAGC is charged to every rating unit, subject to the provisions of s20 LGRA.

DESCRIPTION OF GENERAL RATE AND COMMUNITY RATE DIFFERENTIALS

The following rates are calculated differentially based on the use to which the land is put.

- General rate
- Community rates for:
 - Kumara
 - Hokitika
 - Ross
 - HariHari
 - Whataroa
 - Franz Josef Glacier
 - Fox Glacier
 - Haast
 - Bruce Bay

The LGRA Schedule 2 allows councils to rate based on the location of the land and the use to which the land is put. Each Council is able to define that use and rate based on that use. A property may be described under different rates as having different uses.

Council has determined the following rating use categories will be used for the differential categories for the general rate and each community rate:

Differential Category	Differential Description
-----------------------	--------------------------

Residential	<p>a) Land not identified as commercial, rural, rural residential or services (properties as defined by Schedule 1, LGRA that receive only charges for services. and either:</p> <ul style="list-style-type: none"> - Located in Kumara, Hokitika, Kaniere, Ross, Harihari, Whataroa, Franz Josef Resort, Franz Josef, Fox Glacier or Haast and has a District Plan zone of residential, residential mixed, coastal settlement, small settlement, tourist; or - Land used for a residential purpose with a District Plan zone of rural and connected to a reticulated Council township water supply and less than 4ha; or - Land predominantly used for a residential purpose with an industrial/commercial or tourist District Plan zone; - Land located at Seaview that is not used for a commercial purpose. <p>b) A residential purpose is land that is primarily used for the purposes of residential accommodation in a dwelling, apartment or institutional home, not more than 5 extra people are boarding with the residents, and no persons are employed or contracted other than for the purposes of caring for residents or boarders.</p>
Rural Residential	<p>a) Land not identified as commercial, rural or services and either:</p> <ul style="list-style-type: none"> - Located in Sanctuary Place, Arahura, Lake Kaniere, Woodstock, Rimu, Kokatahi, Ruatapu, Okarito, Bruce Bay, Okuru, Hannahs Clearing, Neils Beach and Jackson Bay and has a District Plan zone of coastal settlement, small settlement, tourist; or - Land containing a dwelling with a District Plan zone of rural and less than 10ha.
Commercial	<p>a) Any land used for a commercial purpose and any land in an industrial/commercial or tourist zone unless it is identified used for a residential, services or rural purpose.</p> <p>b) A commercial purpose is land that is used for the purposes of the sale of food, services and other commodities (excluding those identified as rural) and merchandise or the provision of services or professional advice.</p> <ul style="list-style-type: none"> - For example this includes taverns, restaurants, utility networks, electricity generation activities, agricultural contractors, mineral processing (not extraction), timber milling (not felling), intensive farming or horticulture, manufacturing, tourism activities and accommodation. - Council will identify commercial purposes where advertising of the commercial activity is undertaken. Advertising includes: signage on or near the property, on vehicles, in print, radio, TV or other media, on websites or other electronic media or by direct mail. Commercial does not include any part of rural zoned land that meets the definition of rural purpose. - Commercial purposes does not include small hobbies, sale of personal items or the occasional provision of services from a home where only one person is involved in the activity and no other persons are employed or contracted and turnover is assessed as minimal and incidental to the household income. <p>c) Any residential or rural zoned land used for commercial purposes. Where a rating unit has more than one use, a division of the rating unit will be undertaken.</p>
Rural	<p>a) Any land used primarily for rural purposes and any land in a rural zone unless it is identified used for a residential, services or commercial purpose.</p> <p>b) A rural purpose is land that is used for the purpose of agricultural, forestry and mining exploration and extraction activities. It includes mineral valuation assessments. An agricultural activity is land used for the primary purpose of producing livestock or vegetative matter and includes horticultural and pastoral farming. It does not include rural zoned land where 75% of the rating unit is covered and used for intensive farming or horticulture. These are considered commercial use for rating purposes.</p> <p>c) Residential, Commercial, Industrial and Tourism zoned land with an area of greater than 4ha used exclusively for rural purposes. Where a rating unit has more than one use, a division of the rating unit will be undertaken.</p>

Having determined the rating differential categories Council determines the differentiation factor for the different categories. The 2019/20 differential factors are:

Rate	Differential Category	Differential Factor	Rate	Differential Category	Differential Factor
General rate	Residential	1.00			
	Rural Residential	0.75			
	Commercial	2.00			
	Rural	1.00			
Kumara community rate	Residential	1.00	Whataroa community rate	Residential	1.00
	Rural Residential	1.00		Rural Residential	1.00
	Commercial	1.00		Commercial	1.00
	Rural	1.00		Rural	1.00
Hokitika community rate	Residential	1.00	Franz Josef Glacier community rate	Residential	1.00
	Rural Residential	0.75		Rural Residential	0.75
	Commercial	2.00		Commercial	2.00
	Rural	0.75		Rural	0.75
Ross community rate	Residential	1.00	Fox Glacier community rate	Residential	1.00
	Rural Residential	1.00		Rural Residential	0.75
	Commercial	1.00		Commercial	2.00
	Rural	1.00		Rural	0.75
Harihari community rate	Residential	1.00	Haast community rate	Residential	1.00
	Rural Residential	1.00		Rural Residential	1.00
	Commercial	1.00		Commercial	1.00
	Rural	1.00		Rural	1.00
Bruce Bay Community Rate	Residential	1.00			
	Rural Residential	1.00			
	Commercial	1.00			
	Rural	1.00			

RATES BASED ON LOCATION

Council has established a number of rates where location is one of the matters used to define a category of rateable land. Rating boundaries have been drawn with the intention of encompassing whole rating units. Should a boundary split a rating unit Council will rate the property based on the predominate use of the property.

The following areas have been determined:

- Community rating zones
- Hokitika Promotions rate area.

Maps showing these areas are contained in Appendix 1.

WATER AND SEWERAGE AVAILABILITY RATES

Council charges water and sewerage rates to rating units, separately used or inhabited portion (SUIP) of the rating unit that Council determines are able to be connected to the water or sewerage systems.

DIVISIONS

Council will undertake the division of rating units when a property has more than one use (as defined for differential rating). The legislation provides that it is Council's responsibility to apportion the differential categories.

A division will create a new rating unit, with a letter being appended to the valuation number.eg. 2541096401C. The division will be calculated using one of the following methods:

- By Agreement.
 - Council and the land owner will assess the area of the rating unit used for each purpose and will apportion the rateable value according to that ratio. This agreement will be in writing signed by the owner(s) and Council, a copy held by both parties. The ratio will be reviewed and reapplied at each revaluation.
- By Council's Valuer.
 - Where Council and the owner cannot agree the value, Council will request a formal valuation of the parts from Council's rating valuer. The cost of the valuation undertaken by Council's valuer will be charged to the property owner.

PAYMENT METHODS¹ AND PLACES

Rates will be invoiced quarterly, payment is required on the following due dates of each year² or the first working day thereafter:

- 31 August
- 30 November
- 28 February
- 31 May

Monthly, fortnightly and weekly payment options will be available by arrangement with Council staff, to help customers avoid cash flow difficulties.

Rates may be paid by any of the following methods:

- Cash
- EFTPOS
- Automatic payment
- Cheque
- Internet Banking
- Credit Card
- Direct debit

Rates may be paid at Customer Service Centres:

- Westland District Council Headquarters, 36 Weld Street, Hokitika between the hours of 8.30am to 4.30pm Monday to Friday.

Any payments received for rates are applied to the oldest debt first.

Metered water rates are invoiced monthly or quarterly with due date for payment being 20th month following invoice date.

MINIMUM ECONOMIC RATE

Council will not collect the rates payable on a rating unit if the sum of those rates is so small as to be uneconomic to collect³. Council has determined that it is uneconomic to collect rates owing on any rating unit of less than \$10.00 (including GST) per annum.

POLICY FOR EARLY PAYMENT OF RATES IN THE CURRENT YEAR

A discount of 2.5%, calculated on total assessed rates in the current year less adjustments and remissions, will apply when all due rates are paid in full (which includes current rates and any outstanding rates and penalties from prior years). The total amount must be paid by the due date for payment of the first instalment being 31 August of each year.

¹ The methods of payments are required by s.45 LGRA to be listed in the Rates Assessment

² These dates are set each year in the rates resolution as required by s.24 LGRA

³ S.54 LGRA

RATES PENALTIES

Council must set its rates penalties as part of its rates resolution⁴.

Generally Council will resolve the following penalties:

1. A 10% penalty is added on the next business day to so much of any instalment not paid by due date.
2. A 10% penalty will be added to rates that remain unpaid from previous years. This will be added on 1 July of each year, or 5 working days after Council has passed the rates resolution (whichever is the later).
3. A further 10% penalty will be added to rates that remain unpaid from previous years. This will be added 6 months after the penalty made in 2 above.

Council notes that the penalties imposed under 2 and 3 above amount to the equivalent of 21% per annum as each subsequent penalty is on the full amount outstanding including previous penalties.

Any payments received for rates are applied to the oldest debt first.

PUBLIC AVAILABILITY OF INFORMATION

Council will charge a fee for supplying any person with a copy of information from the rating information database.

The fee for this is shown in Council's Fees and Charges.

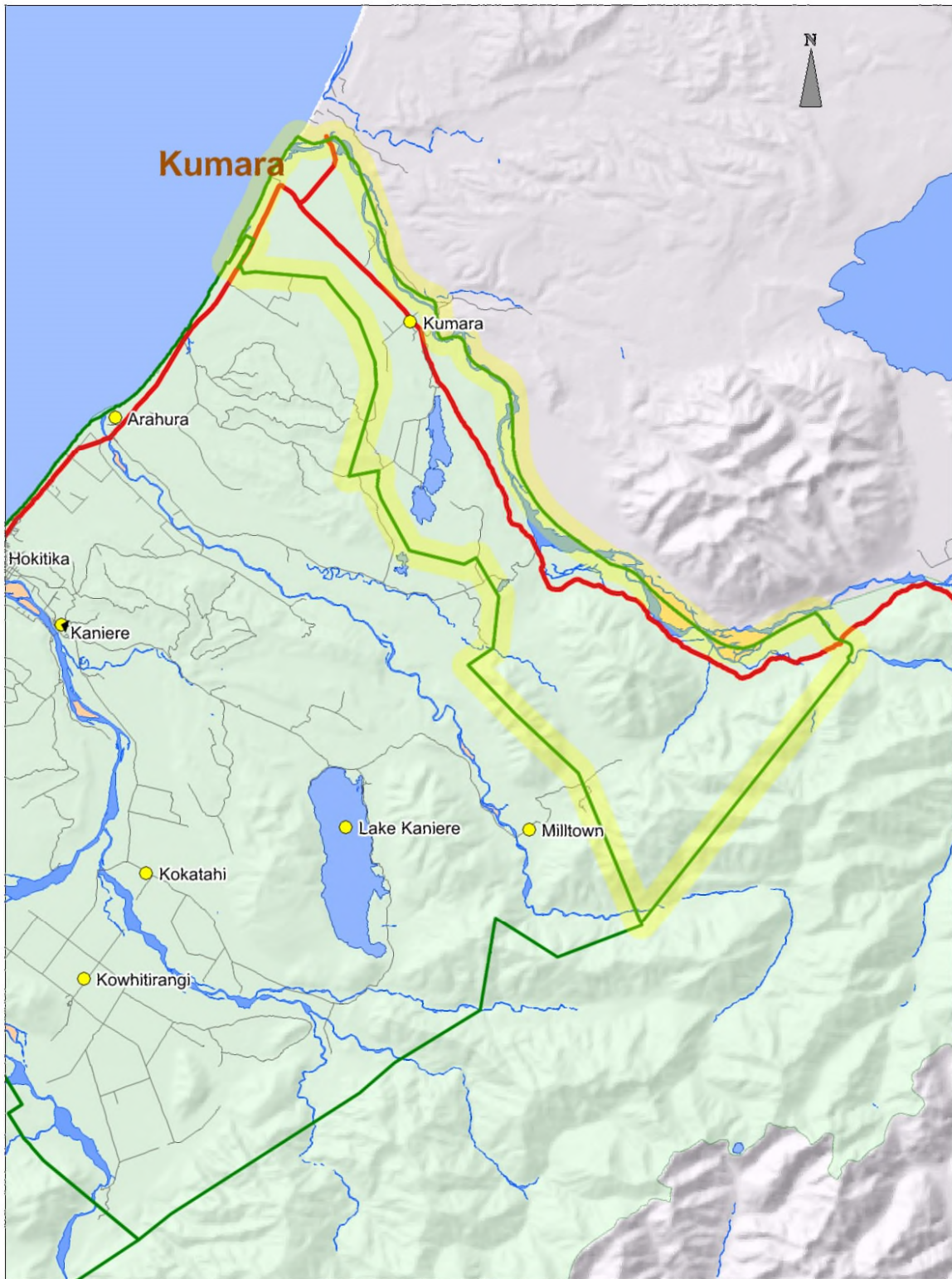
DISPUTES

Objections to the Rating Information Database and rates records will follow the rules laid down by s.29 and s39 of the Local Government (Rating) Act 2002. Any dispute over the application of any of these rating policies that cannot be resolved through liaison with officers, must be made in writing to the Chief Executive. Should the Chief Executive be unable to reach agreement with the ratepayer the matter shall be decided by Council or any such committee or sub-committee it so delegates.

⁴ Penalties are set each year in the rates resolution as required by s.58 LGRA

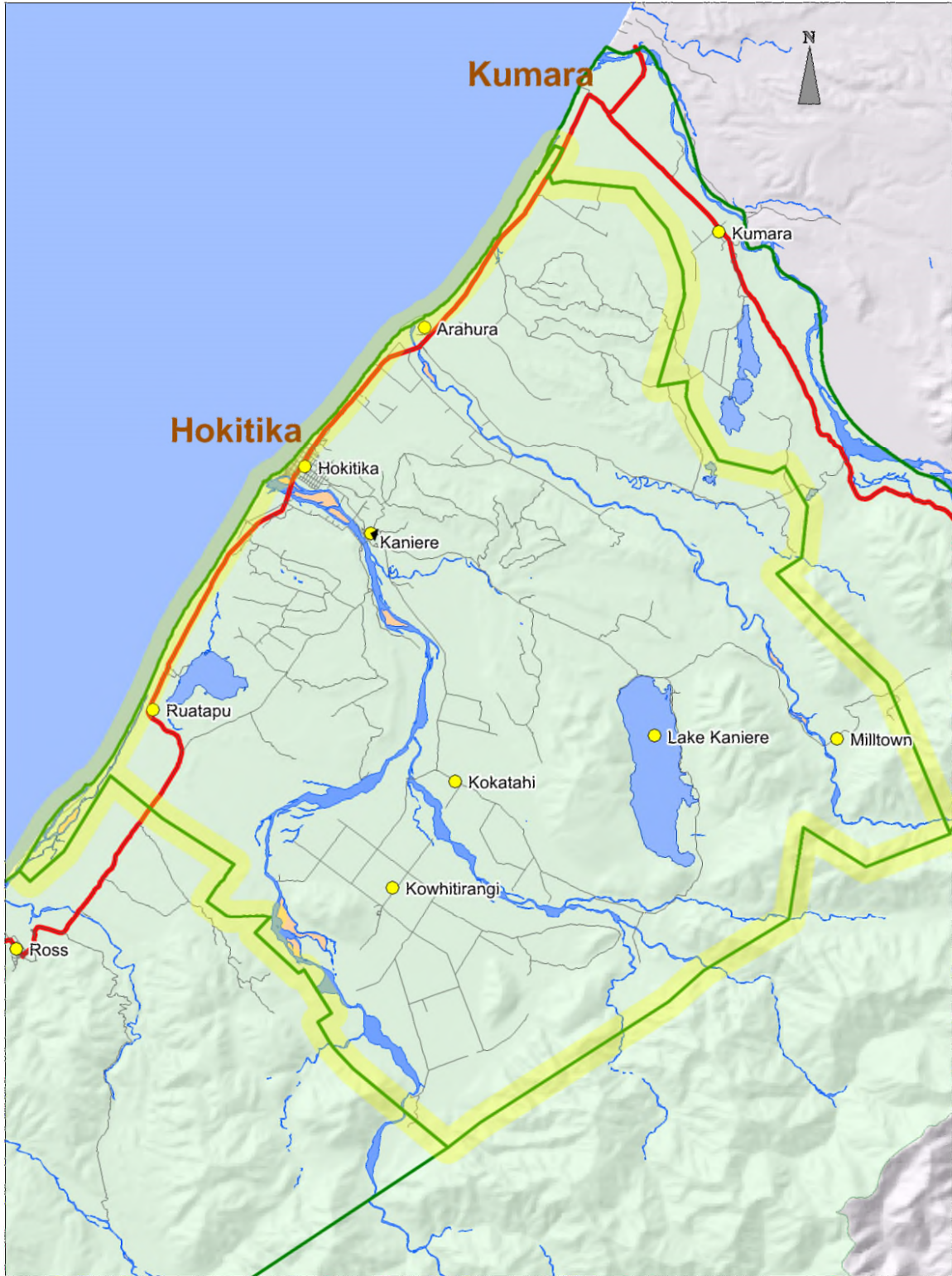
APPENDIX 1: RATING MAPS





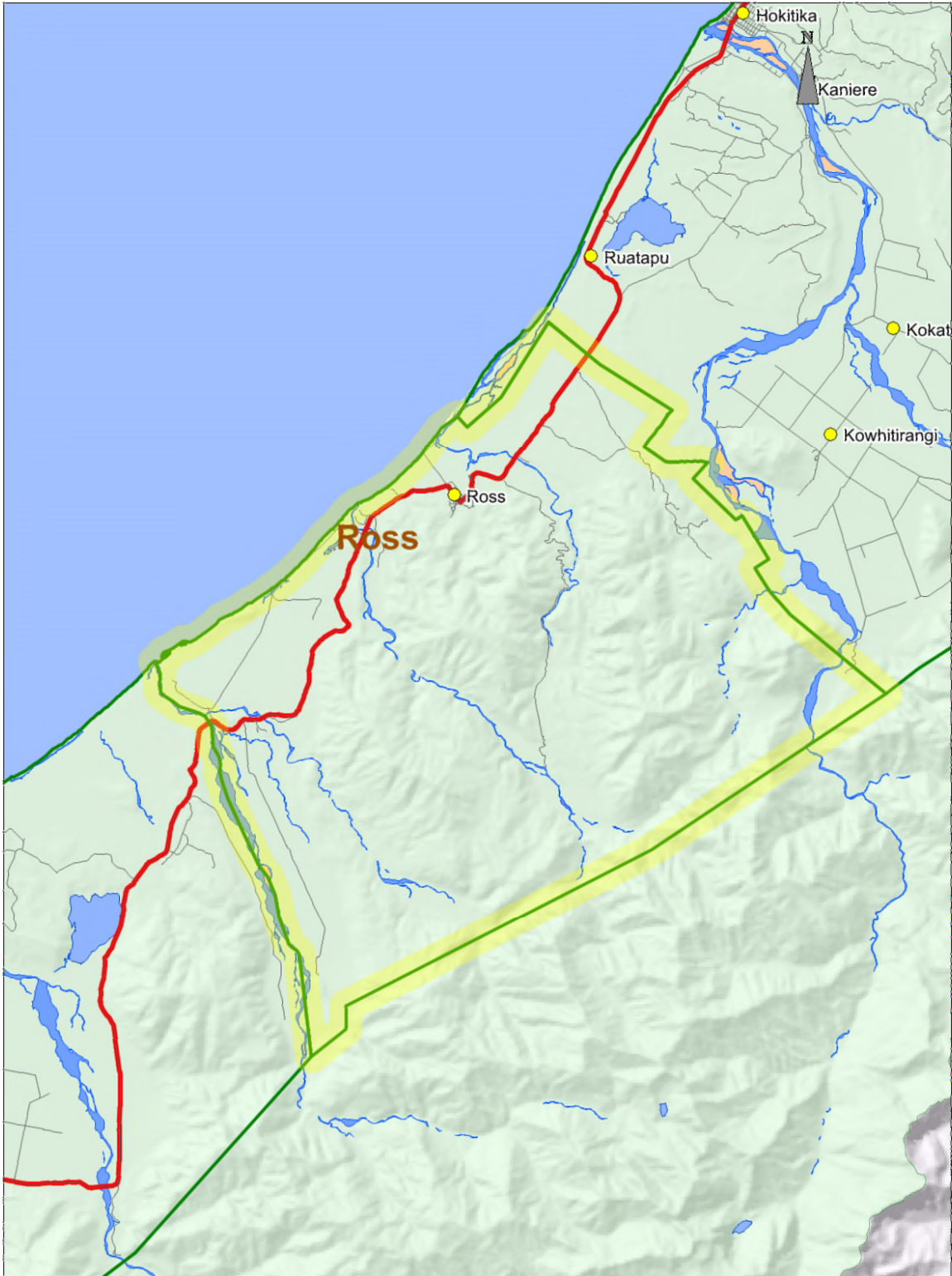
Kumara Zone
For Community Rating Purposes





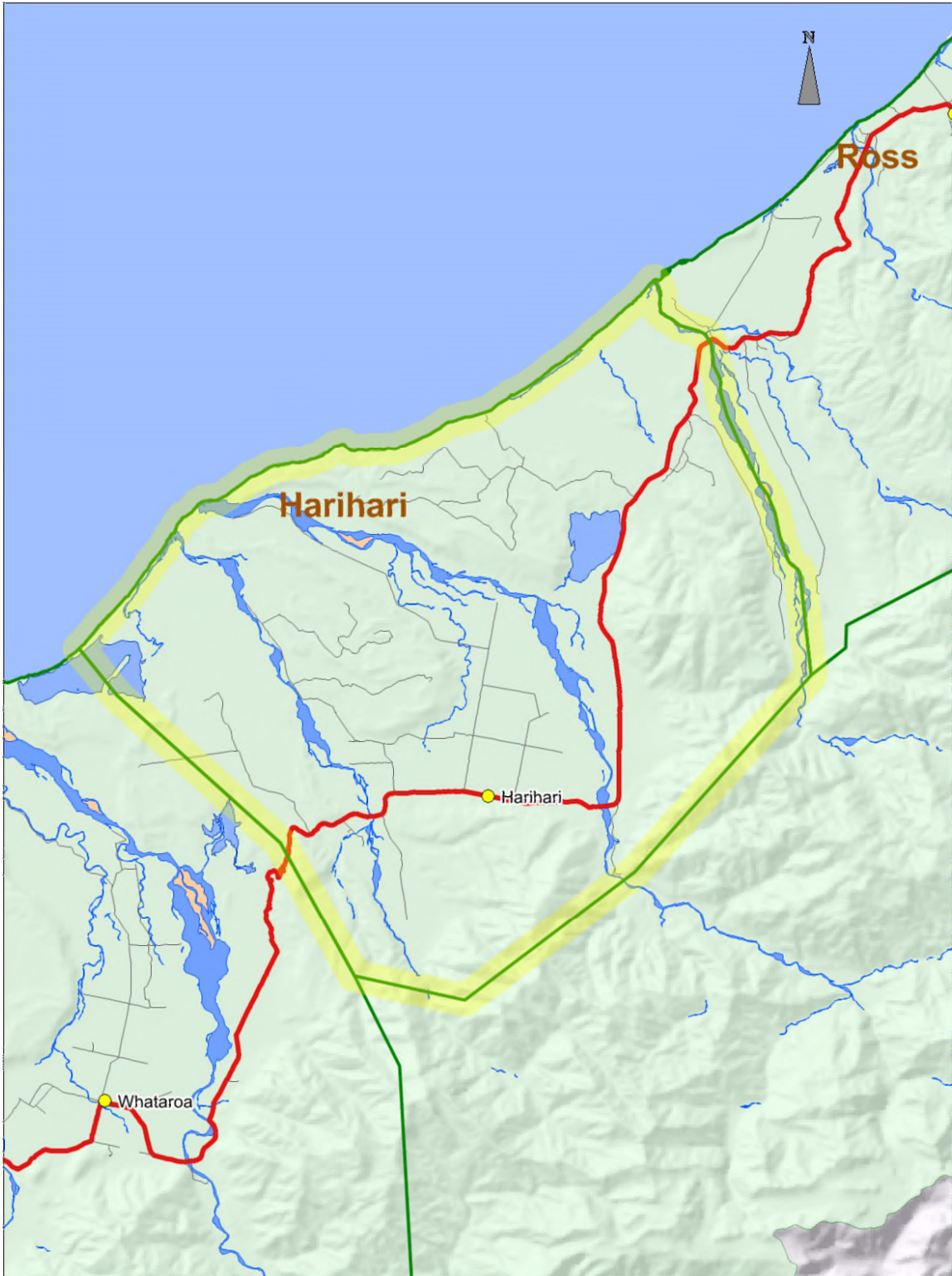
Hokitika Zone
For Community Rating Purposes





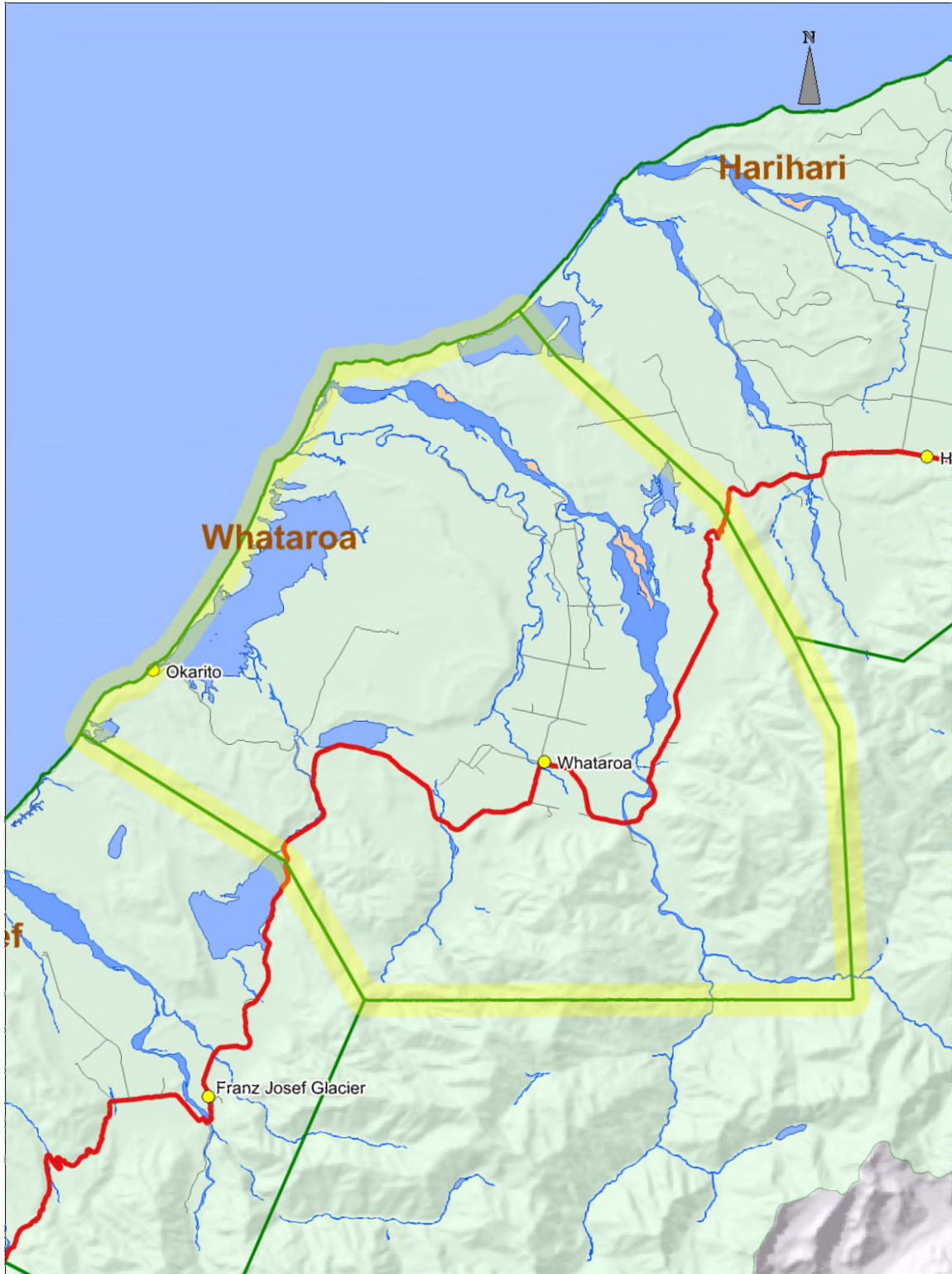
Ross Zone
For Community Rating Purposes





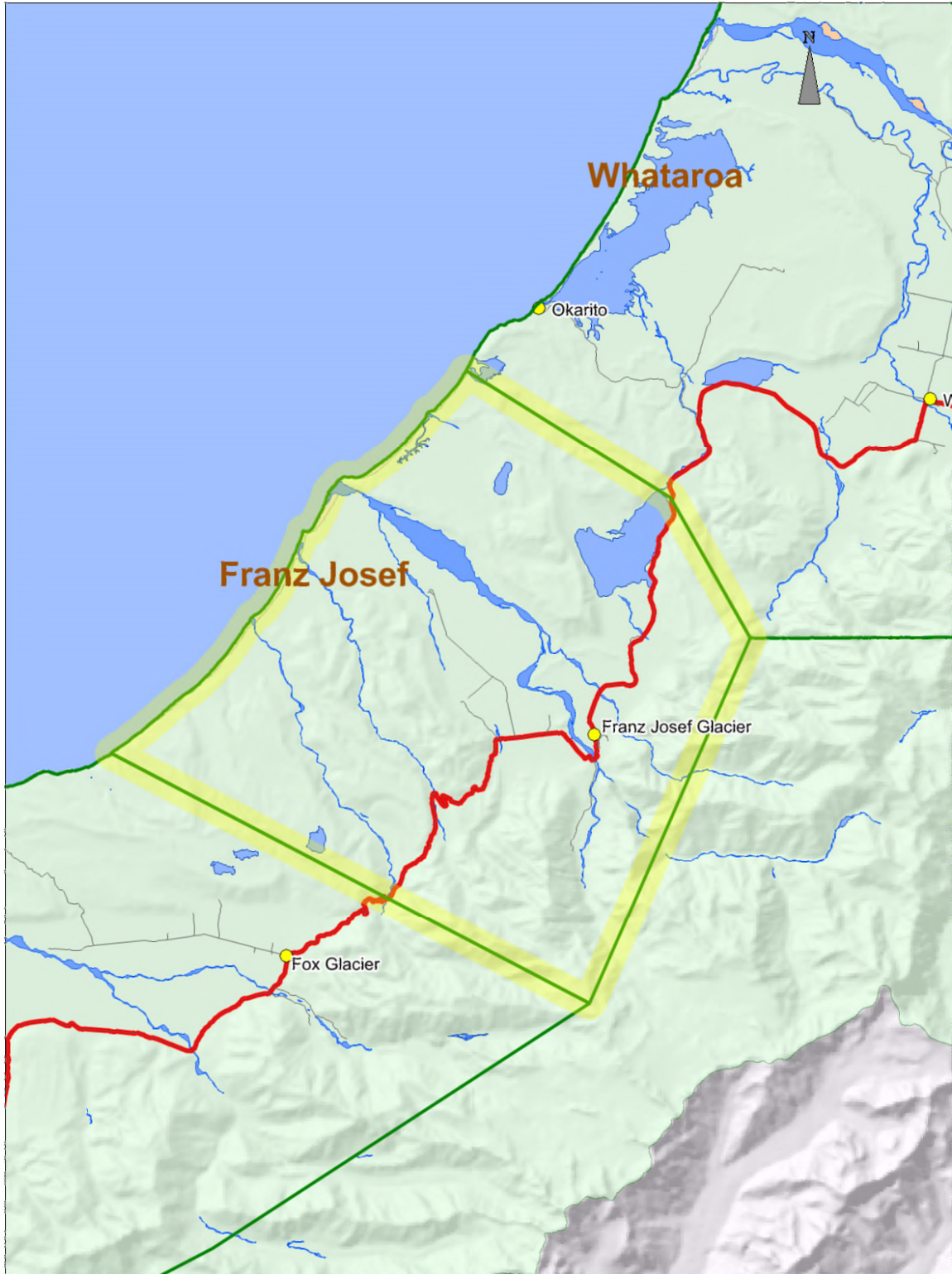
Harihari Zone
For Community Rating Purposes





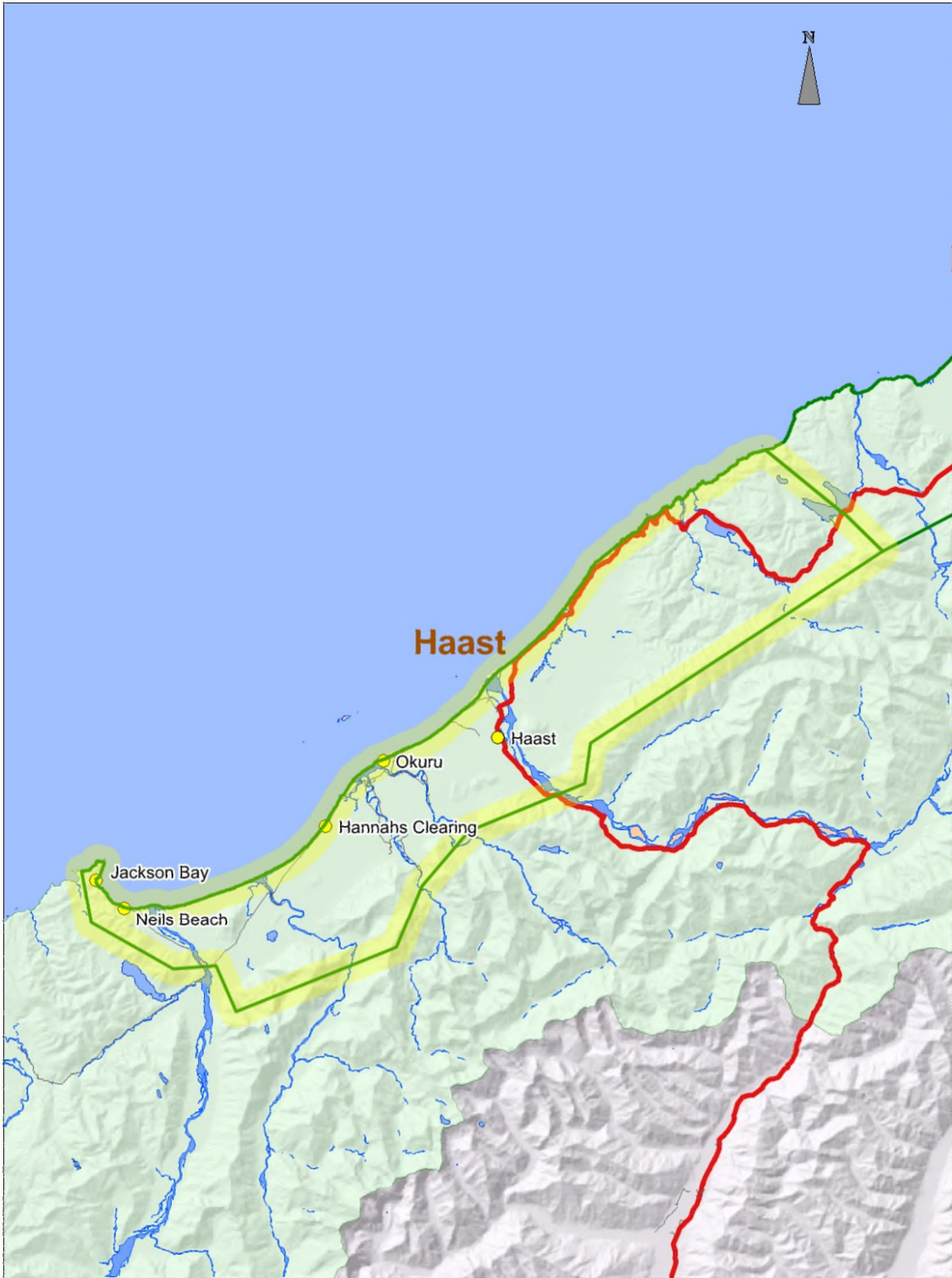
Whataroa Zone
For Community Rating Purposes





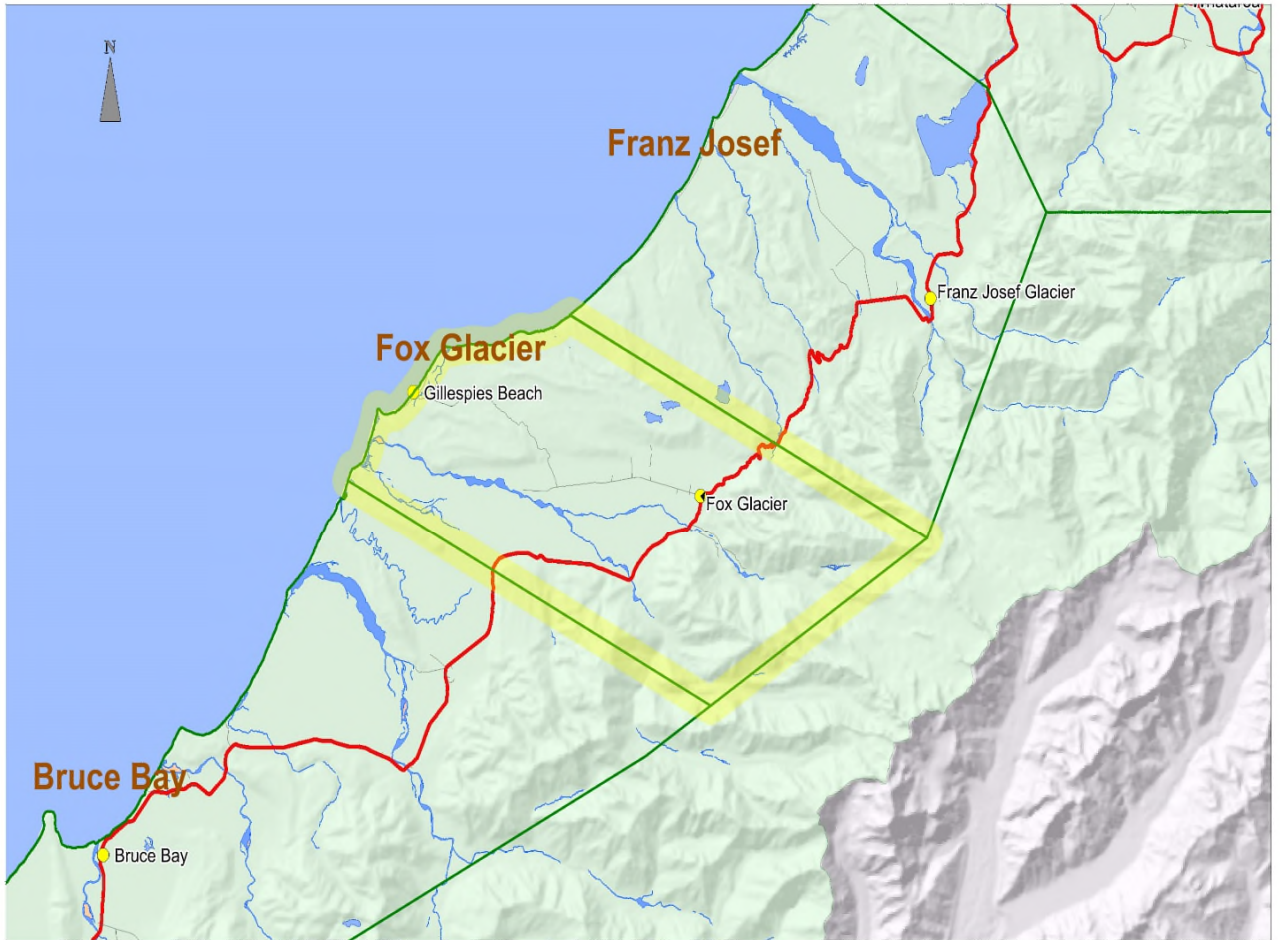
Franz Josef Zone
For Community Rating Purposes





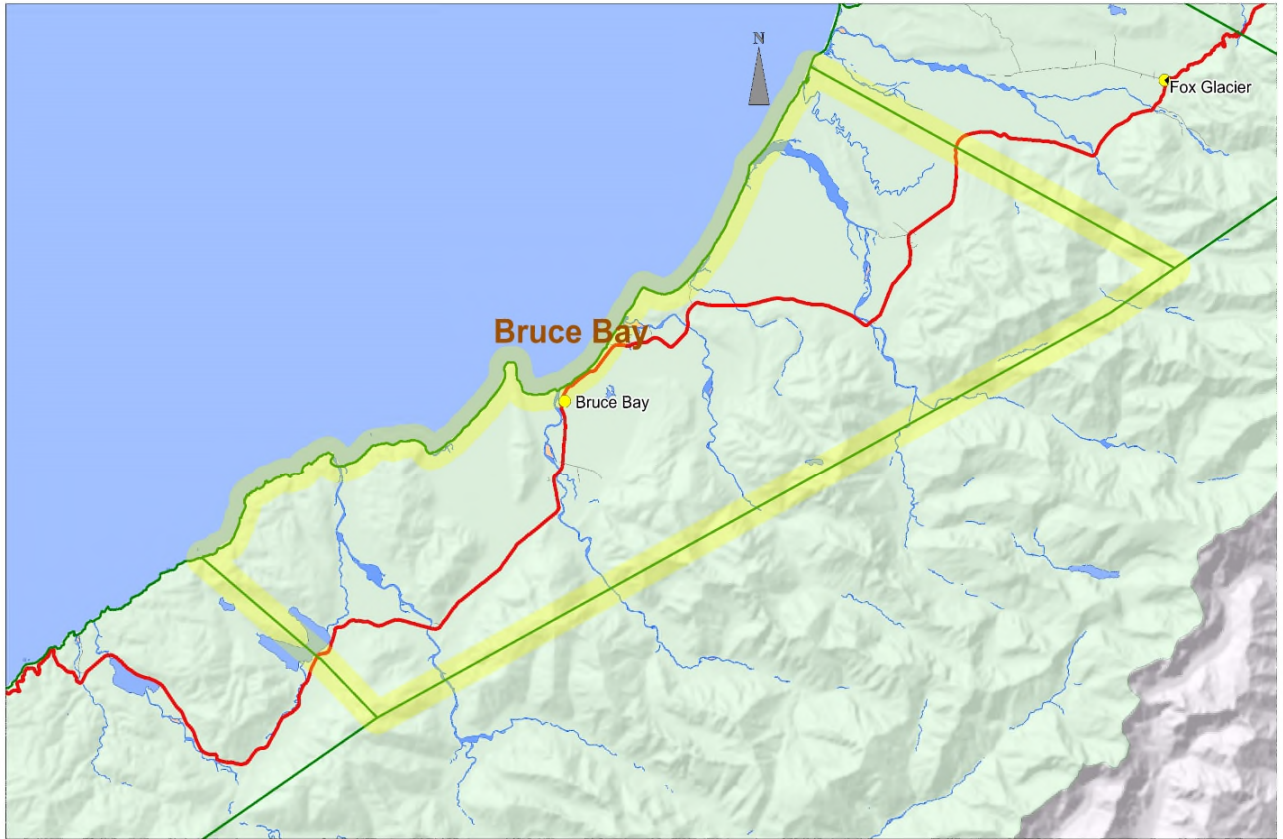
Haast Zone
For Community Rating Purposes





Fox Glacier Zone
For Community Rating Purposes





Bruce Bay Zone
For Community Rating Purposes



DRAFT

Report



DATE: 27 June 2019

TO: Mayor and Councillors

FROM: Group Manager: Corporate Services

ADOPTION OF DRAFT ANNUAL PLAN 2019/20.

1 SUMMARY

- 1.1 The purpose of this report is to propose the adoption of the Draft Annual Plan for the financial year ending 30 June 2020
- 1.2 This issue arises from the requirements of Section 95 of the Local Government Act 2002 (LGA).
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2018-28.
- 1.4 This report concludes by recommending that Council adopts the Draft Annual Plan for the financial year ending 30 June 2020 after amendment for removal of the Ocean outfall project to be tabled at the meeting.

2 BACKGROUND

- 2.1 S95(1) LGA requires Council to adopt an annual plan for each financial year. Council adopted a Draft Annual Plan 2019/20 on 18 April 2019.
- 2.2 Council undertook S95(2) Special Consultative Procedures for the Annual Plan from 24 April 2019 to 24 May 2019.
- 2.3 In addition to the Draft Annual Plan Council prepared and released a Consultation Document in accordance with S95(A), detailing the material differences between the Draft Annual Plan 2019/20 and the corresponding year 2 of the Long Term Plan 2018-28 (LTP).

3 CURRENT SITUATION

- 3.1 Council received 162 written submissions to proposed changes contained in the Draft Annual Plan, compared to the LTP. In particular:
 - 3.1.1 Approximately 150 concerning the extra funding request for the Regent Theatre which was mainly in support.
 - 3.1.2 51 concerning the transfer of building maintenance to Destination Westland Ltd, which was split between for and against.
 - 3.1.3 48 concerning the change in rating zone for the Hokitika Promotions Rate which was mainly in support.
- 3.2 Council received presentations from submitters in a public hearing on 6 June 2019. All submissions were read and considered and Council conducted deliberations and debated the matters raised in the public meeting on 6 June 2019.
- 3.3 At that meeting Council gave direction for the Ocean outfall project to continue as was consulted, however since that time, Westland Milk Products (WMP) have updated the cost of the project and the cost to Council has increased significantly, nearly double the original communicated cost, and possibly higher once the project is fully costed.
- 3.4 The actual rates for the next Annual Plan are not affected significantly by this proposal, as any cost to ratepayers would have been borne once the asset was commissioned, however, the actual build would have started in the next Annual Plan year and that is why Council are being asked to make a decision now.
- 3.5 Therefore, staff are recommending to Council that this project does not go ahead through the Annual Plan, and further options nearer to the time the resource consent expires are considered and then adopted through the next Long Term Plan process. This is mainly because of the possibility of legislative change that could require further significant spend.
- 3.6 Council also directed staff to include \$5,000 budget for Minerals West Coast to be made available.
- 3.7 All other items consulted on with the community were agreed to continue.
- 3.8 The updated Annual Plan 2019/20 corresponds to year 2 of the LTP 2018-28. It is prepared in accordance with Part 2 of Schedule 10 of the LGA.

- 3.9 The purpose of an annual plan is to contain the proposed annual budget and funding impact statement for the year to which the annual plan relates [S95(5)(a)] and identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan [LTP] in respect of the year [S95(5)(b)].
- 3.10 As such, the Annual Plan does not supersede, and should be read with reference to, the LTP
- 3.11 The Draft Annual Plan consulted on proposed an overall rates increase of 4.85% compared to 2018/19. Year 2 of the LTP shows a forecast increase of 3.74%.
- 3.12 The budget contained in the Annual Plan 2019/20 contains sufficient revenue to cover its operating expenses. On this basis the Annual Plan 2019/20 contains a balanced budget.
- 3.13 Total capital expenditure in the Draft Annual Plan is \$11.1 million compared to \$7.1 million in the LTP, although some of this expenditure is carried over projects from previous years that have not yet been completed.

4 OPTIONS

- 4.1 Option 1: Do nothing
- 4.2 Option 2: Instruct the Chief Executive to make further amendments to the Annual Plan.
- 4.3 Option 3: Adopt the Annual Plan after removal of the Ocean Outfall project.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 In accordance with Council's policy on Significance and Engagement the adoption of an Annual Plan, is administrative and of low significance.
- 5.2 The amendments made to these documents have been made in response to community engagement and Council direction.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 Option 1: The adoption of an annual plan is a statutory requirement, without which Council cannot strike Rates. Although Council may legally be able to revert to Year 2 of the LTP, it has communicated its responses to public consultation and thus created expectations in the community.
- 6.2 Option 2: Council may wish to make amendments. Any material changes could require further consultation, which would mean adoption would be delayed beyond the statutory timeframe. Council cannot strike Rates for a financial year until it has adopted an Annual Plan for that year. Any significant delay could seriously compromise and disrupt cash flows for both Council and ratepayers.
- 6.3 Option 3: Adoption of the Annual Plan enables Council to fulfil its objectives and fund its activities as set out in year 2 of the LTP and as amended through public consultation. It also enables Council to strike the rates for 2019-20. Staff recommend that Council adopt the Annual Plan after removal of the Ocean Outfall Project for the reasons given earlier in this report.

7 PREFERRED OPTION AND REASONS

- 7.1 The preferred Option is 3: Adopt the updated Annual Plan after removal of the project with WMP as recommended by staff. The proposals contained in these documents demonstrate that Council is responding to community expectations while maintaining sound fiscal stewardship.

8 RECOMMENDATION

- A) **THAT** Council adopts the Annual Plan 2019/20 tabled with amendment discussed above.
- B) **THAT** Council instructs the Chief Executive to publicly notify these documents in accordance with statutory provisions.

Lesley Crichton
Group Manager: Corporate Services

Report



DATE: 27 June 2019
TO: Mayor and Councillors
FROM: Group Manager: Corporate Services

RATES RESOLUTION 2019-20

1.0 SUMMARY

- 1.1 The purpose of this report is for Council to set the rates for the year ended 30 June 2019.
- 1.2 This issue has arisen as a result of consultation on the Annual Plan 2019-20, Council's Revenue and Financing Policy, and the requirements of the Local Government (Rating) Act 2002 (LGRA).
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in May 2018, which are set out in the 2018-28 LTP. These are stated on Page 2 of this agenda.
- 1.4 This report recommends that Council:
 - 1.4.1 Adopts all of the Rates described and quantified in the Rates Resolution, to be tabled at the meeting.
 - 1.4.2 Instructs the Chief Executive to strike the Rates for the year ended 30 June 2020 in accordance with the Annual Plan 2019-20.

2.0 BACKGROUND

- 2.1 Council's forecast revenue excluding gains and internal recharges for 2019-20 is \$23,718,141. Of this, 69% is derived from Rates, which is within the parameters prescribed by the Revenue and Financing Policy.

2.2 Section 23 LGRA requires that Rates must be set by resolution and in accordance with the relevant provisions of the local authority's Long Term Plan and Funding Impact Statement for the relevant financial year.

3.0 CURRENT SITUATION

3.1 The rate types and descriptions contained in the resolution tabled, reflect the decisions of Council following consultation on the Annual Plan 2019-20.

3.2 The distribution of rates and factors applied as a result of consultation are addressed in the Rating Policy. These are reflected in the Funding Impact Statement contained in the Annual Plan 2019-20. The Rating Resolution gives effect to the Funding Impact Statement.

4.0 OPTIONS

4.1 Council can choose to:

4.1.1 Option 1 - Resolve to strike the rates for 2019-20 as proposed.

4.1.2 Option 2 - Undertake further consultation.

4.1.3 Option 3 - Do nothing.

5.0 SIGNIFICANCE AND ENGAGEMENT

5.1 The decision to strike rates is administrative, in that it gives effect to decisions made as a result of the Annual Plan process. In accordance with Council's Policy on Significance and Engagement this decision is assessed as low significance.

5.2 The rates and factors applied are a direct result of public consultation.

6.0 ASSESSMENT OF OPTIONS (Including Financial Implications)

1. Resolve to strike the rates for 2019-20 as proposed

6.1 The rates proposed are in accordance with the Funding Impact Statement contained in the Annual Plan 2019-20.

6.2 The decision enables Council to lawfully generate sufficient revenue to fund its activities.

2. Undertake further consultation

6.3 The rates proposed are as a result of consultation and consideration of submissions.

6.4 Since the Rates Resolution must be consistent with the Funding Impact Statement, any proposed amendments would require revisions to the Annual Plan.

3. Do nothing

6.5 Council would be unable to meet its financial commitments or borrow to fund capital expenditure.

7.0 PREFERRED OPTION AND REASONS

7.1 The preferred option is Option 1 - Resolve to strike the rates for 2019-20 as proposed because it enables Council to generate sufficient revenue to carry out its objectives for Year 2 of the Long Term Plan 2018-28, as ratified by the Annual Plan 2019-20.

8.0 RECOMMENDATIONS

A) **THAT** Council adopts the Rates Resolution as tabled.

B) **THAT** Council instructs the Chief Executive to strike the Rates in accordance with the Annual Plan 2019-20.

Lesley Crichton

Group Manager: Corporate Services

Report



DATE: 27 June 2019

TO: Mayor and Councillors

FROM: Group Manager, Corporate Services

CHANGE IN ACCOUNTING POLICY FOR REVALUATION OF LANDFILLS

1 SUMMARY

- 1.1 The purpose of this report is for Council to adopt as recommended by the Finance, Audit and Risk Committee for a change in Accounting Policy for revaluation of landfills to the cost model.
- 1.2 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in May 2018, which will be set out in the next Long Term Plan 2018-28.
- 1.3 This report concludes by recommending that the Council adopt the opinion of the Finance, Audit and Risk Committee on the matter of approval of a change in Accounting Policy to recognise landfill assets under the cost model.

2 BACKGROUND

- 2.1 Council use the revaluation model for accounting for Property, Plant and Equipment under Public Benefit Entity International Public Sector Accounting Standards 17 (PBE IPSAS 17).
- 2.2 This standard details how assets should be measured and recorded subsequently after recognition.
- 2.3 Council did not revalue landfills due to the complexity of doing so until ANA Group carried out revaluations in 2016, where ANA were instructed to revalue the landfills as part of other infrastructure revaluations.
- 2.4 Subsequently, this has caused complex calculations at year end to account for the revaluations of these landfills.

3 CURRENT SITUATION

- 3.1 Over the last two years, the landfill provision has been a particularly difficult and time consuming adjustment during the year end process.
- 3.2 The complexities have not just affected staff but also caused confusion with Audit NZ resulting in the previous financial year requiring a Prior Year adjustment.
- 3.3 Audit have stated that it is unusual for Councils to revalue the landfills and that it is an unnecessary requirement for WDC to undertake, and have recommended that we change our accounting policy to not revalue landfill assets and account for landfills under the cost model.
- 3.4 Finance staff agree with this approach and request that the Council adopt the change in policy.
- 3.5 Although the accounting for revalued landfills is complex, the actual impact of not revaluing these assets is minimal on the balance sheet.

4 OPTIONS (WITH ANALYSIS)

- 4.1 Option 1; that the Council adopt a change in Accounting Policy to recognise landfill assets under the cost model.
Revaluing landfill assets creates a high level of accounting complexity that is not necessary for very little benefit.

5 SIGNIFICANCE AND CONSULTATION

- 5.1 This report is administrative and deemed to be of low significance. No consultation is required.

6 RECOMMENDATION

- A) **THAT** the Council adopt a change in Accounting Policy to recognise Landfill assets under the cost model.

Lesley Crichton
Group Manager, Corporate Services

Report



DATE: 27 June 2019
TO: Mayor and Councillors
FROM: Community Development Advisor

HOKITIKA CEMETERY SEAT

1 SUMMARY

- 1.1 The purpose of this report is to provide Council with a recommendation from the Hokitika Reserves and Environs Community Group for the provision of a seat in the new part of the Hokitika Cemetery.
- 1.2 This issue arises from a request from Helen Cook (nee Larkin) to provide a seat for families who have loved ones in this part of the cemetery.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 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 approve the request.

2 BACKGROUND

- 2.1 The Hokitika Reserves and Environs Community Group received a request on 13 April 2019 from Helen Cook to have a seat placed in the cemetery for families who have loved ones in the new area. See Appendix 1.

3 CURRENT SITUATION

- 3.1 The Hokitika Reserves and Environs Community Group met on 14 May 2019 to consider the request and passed a motion that a recommendation be made to Council to approve the type of seat and the location of the seat.

4 OPTIONS

- 4.1 Approve the seat
- 4.2 Not approve the seat.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This has low significance for Council because the cemetery seat will be provided, installed and maintained by Helen Cook and the Evans, Hamilton, and Michell families who have loved ones in this area.
- 5.2 Helen Cook has contacted and consulted with families who have loved ones in the vicinity of the proposed cemetery seat. All families were prepared to invest in this cemetery seat and were keen to be part of the project to have a cemetery seat situated in this new part of the cemetery.
- 5.3 The Hokitika Reserves and Environs Community Group has already discussed the proposal at their monthly meeting on 14 May 2019 and passed a motion recommending that the seat project proceed.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 The advantage of Helen Cook and community families providing this cemetery seat in the new part of the Hokitika Cemetery is that it will provide seating in an area that does not have seating. The disadvantage of not approving the seat is that families will have no seating when visiting loved ones in the new area of the Hokitika Cemetery.
- 6.2 The advantage of not approving the Hokitika Cemetery seat is that seating in the cemetery will remain as it is. The disadvantage of not approving the Hokitika Cemetery seat will discourage the public giving back to the community, and families will have no seating in this new cemetery area.
- 6.3 There is no financial implication for Council. Helen Cook and families have been made aware of the Statues, Monuments and Public Art Policy 26 July 2018. Helen Cook and families have indicated they are committed to the purchase, installation and maintenance of the Cemetery Seat.

7 PREFERRED OPTION(S) AND REASONS

7.1 The preferred option is to approve Helen Cook and families their request as they are honouring past members of our community, as well as providing an addition to the current seating available in the Hokitika Cemetery at no cost to Council.

8 RECOMMENDATION(S)

- A) **THAT** Council approves the recommendation of the Hokitika Reserves and Environs Community group by approving the request from Helen Cook and families for a Cemetery Seat to be located in the new area of the Hokitika Cemetery.

- B) **THAT** in line with Council's Policy on statues, monuments, memorials and public art, that a Memorandum of Understanding be written for the maintenance of the seat.

Sarah Brown
Community Development Advisor

Appendix 1: Submission from Helen Cook

Helen Cook
218 Camelback Road
Kowhitirangi R D 1
HOKITIKA 7881



13 April 2019

Westland District Council
Parks & Reserves Department
36 Weld Street
HOKITIKA 7810

Dear Sir

Hokitika Cemetery - Seat

I am writing requesting permission to place a seat at the cemetery.

Please find enclosed maps showing the location where we would like to place the seat. Also enclosed is details of the seat we would like to purchase.

I have so far contacted the Evans, Hamilton and Michell families who have loved ones located in this area. They are also very keen to have a seat situated in this new part of the cemetery.

If you require any further information please feel free to contact me.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Helen Cook".

Helen Cook (nee Lakin)
(03) 7557847 or 027 6014341
camelbackfarm@xtra.co.nz

URBAN EFFECTS SEATS

October 2018

Below is a selection of our most popular Seats.
Please view our website for more options.

Phone: 0508 487 226 (Freemove)
+64 6 348 0571
+64 6 348 9355
Sales@urbaneffects.co.nz
230 Ruyton St, Wanganui, 4540

IMAGE	PRODUCT DESCRIPTION	FINISH	CODE	KITSET PRICE
	Citistyle Deluxe Seat - 1.8m length	Deluxe (Clear anodised extrusion & powdercoated frames)	UESECSF18D	\$ 1,565
	Citistyle Timber Seat - 1.8m length	Hardwood Timber Slats, Frames colour powdercoated	UESECSF18S	\$ 1,596
	Kingsgrove Seat - 1.8m length	Hardwood Timber Slats, Frames colour powdercoated	UESEKGF18S	\$ 1,785
	Liffiton Seat with centred backrest - 2m length	Hardwood Timber Slats, Frames Hot Dip Galvanised	UEBELISA2BH	\$ 1,769
	Liffiton Seat with centred backrest - 3m length	Hardwood Timber Slats, Frames Hot Dip Galvanised	UEBELISA3FBH	\$ 2,559
	Liffiton Seat with split backrest - 3m length	Hardwood Timber Slats, Frames Hot Dip Galvanised	UEBELISA3SBH	\$ 2,857
	Woodlands Hardwood Seat - 1.8m length	Hardwood Timber Slats, Frames colour powdercoated	UESEWLF18D	\$ 1,096

All prices are for single units, kitset unassembled, excluding GST.

Freight & Packaging prices (excl. GST):

Total order up to \$2499 add 10% | Orders between \$2500-\$4999 add 5% | Total order over \$5000 - FREE

Please refer to our website www.urbaneffects.co.nz for further details & images



 Seat location



 Seat location

Report



DATE: 27 June 2019

TO: Mayor and Councillors

FROM: Community Development Advisor

UTILISING FUNDS FROM THE THREE MILE HALL RESERVE FUND

1 SUMMARY

- 1.1 The purpose of this report is to provide Council with a recommendation from the Three Mile Reserve Committee for approval to utilize a portion of the funds from the Three Mile Hall Reserve Fund for a contribution to the Lions Club Lazar Park Proposal, Hokitika.
- 1.2 This issue arises from a request from the Three Mile Reserve Committee meeting and resolution to support the Lazar Playground Project with the allocation of funds from the Three Mile Hall Reserve Fund.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 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 approve the request.

2 BACKGROUND

- 2.1 The administration of the Three Mile Domain Board was handed to Council when the Westland District Council was constituted in 1989. The land was designated as a recreation reserve at that time. Funds were transferred to Council in 1993 additionally funds from Coastpac Holdings rental and gravel royalties from Williams Road Metals were added.
- 2.2 Minutes of a special meeting held by the Three Mile Domain Board on 23 May 1991 moved that the Three Mile Domain Board be disbanded and the Three Mile Reserve Committee was established. All funds of the Board were to be invested alongside

Councils other investments but in a separate special fund account to be known as the Three Mile Reserve Special Fund Account.

- 2.3 On 21 July 2005, Council approved to change the status of the 3 Mile Recreation reserve to Local Purpose (Public Utility) Reserve. This process was managed and completed in 2006 in conjunction with Department of Conservation.
- 2.4 Council has since managed the Three Mile Domain Local Purpose Reserve funds account.
- 2.5 A Report to Council in April 2015 recognised the Three Mile Domain Committee and that council have a strong moral obligation to hear from them about how the funds should be spent. The report also confirmed that WDC have been fully compliant with the status of the Three Mile Domain Local Purpose Reserve funds account.

3 CURRENT SITUATION

- 3.1 On 24th May 2019 the Three Mile Reserve Committee met and approved the Lions Club Proposal with a recommendation to Westland District Council to grant \$150,000.00 to the Lions Club Lazar Park Redevelopment Project. This was a majority decision from the Three Mile Reserve Committee and a request that this be considered as a very positive addition to Hokitika having a playground with larger, adventurous and accessible equipment for our children and our town's future. The current status of the Three Mile Hall Reserve Fund is \$206,996.38

4 OPTIONS

- 4.1 Council approve the utilization of \$150,000 from the Three Mile Hall Reserve fund toward the Lions Club Lazar Park Redevelopment project conditional of a public support via a 30 day Special Consultation Process and successful additional funding applications.
- 4.2 Council do not approve the utilisation of the Three Mile Hall Reserve Fund.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 In accordance with Council's policy on Significance and Engagement, the matter related to confirmation of status of the funds is considered to be of "low significance" as it is an administrative matter.

- 5.2 Extensive investigation has been undertaken on the matter related to confirmation of the status of the reserve funds.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 The advantages of releasing funds from the Three Mile Hall Reserve Fund for the Lions Club Lazar Park Redevelopment Project will see a revitalisation of a Hokitika Park in an area that is demographically represented by families. This project will also provide larger, more adventurous and accessible playground activities to fill a gap in what is provided in Hokitika. Another advantage is that the Lions Club of Hokitika will be responsible for the maintenance and upkeep of the playground equipment through a Memorandum of Understanding with WDC. The disadvantage of not releasing these funds is that this playground project will not progress.
- 6.2 The Lions Club of Hokitika have completed their own public consultation relating to the use of the playground area. Consultation on playground equipment showed that larger, more adventurous equipment is needed in the Community. Accessible equipment was also identified as a priority for a playground area in Hokitika.
- 6.3 The Three Mile Reserve Committee have discussed the Lions Club Lazar Park Redevelopment Project recommending this proposal as having higher impact than the funds spread over several small projects. The Committee are in agreement that this proposal fits the criteria set out for use of the Three Mile Hall Reserve Fund, and with Reserves Act 1977 Section 80.
- 6.4 The advantage of not approving the release of funds from the Three Mile Hall Reserve Fund would be that the fund would accrue interest over time and could be used for another proposal that fits into the criteria set out for the use of the Three Mile Hall Reserve Fund.
- 6.5 The financial implication for Council is that this recommendation meets the requirements of the Reserves Act 1977 Section 80 and funds from the Three Mile Hall Reserve Fund can be used for the Lions Club Lazar Park Redevelopment Project. The purchasing of the equipment must follow council procurement policies and procedures.

7 PREFERRED OPTION(S) AND REASONS

- 7.1 The preferred option is to approve the release of funds from the Three Mile Hall Reserve Fund conditional to the result of the 30 day Special Consultation Process and a successful additional funding applications. This project will also

provide larger, more adventurous and accessible playground activities to fill a gap in what is provided currently in Hokitika

8 RECOMMENDATION(S)

- A) **THAT** Council use their authority under the Reserves Act 1977, Section 80 and approve the release of \$150,000 from the Three Mile Hall Reserve Fund toward the Lions Club Lazar Park Redevelopment Project.
- B) **THAT** Council approve a 30 day Special Consultation Process to be undertaken.
- C) **THAT** Council confirms the release of \$150,000 from the Three Mile Hall Reserve Fund upon the receipt of positive results from the 30 day Special Consultation Process.

Simon Bastion
Chief Executive

Appendix 1:



**Lions Club of Hokitika
Charitable Trust**

We Serve

HokitikaLions@HokitikaLions.org.nz

P O Box 184

HOKITIKA 7842

Lazar Park Redevelopment

This document is prepared for the Westland District Council for the proposed redevelopment of Lazar Park

Westland District Council Vision

We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.

1. SUMMARY

Lions Club of Hokitika Charitable Trust requests council release the funds held in the 3-Mile domain local purposes reserve funds account to the Lazar Park development project to allow re-development of the park as a playground as well as allowing leveraging of the money for the renovation and expansion of the hall and further development of the community garden for inclusivity.

2. BACKGROUND

Lazar Park is a reserve which has fallen into disrepair. The establishment of Lazar Park was initially a Hokitika Beautifying Association and Jaycees project and is now maintained by the Westland District Council. A management plan is in place (recorded in the WDC Hokitika and Environs Reserves management plan 2009) and makes provision for replacement of playground equipment. (*Attachment*) Most of the play equipment has been removed (by Hokitika Lions under direction from council) and what is left needs significant repair or replacement. The hall was built around 1976 by NZ Scouts and Guides. Both groups are no longer active in Hokitika. The attached report to council details the condition of the hall and highlights significant deficits and the need for urgent repairs.

Lions has already been working with council on improving the drainage of the site and stage one has been completed. We've also completed public consultation relating to the use of playground. This report sits with council and is several years old as the project has not progressed. Consultation on playground equipment showed that larger, more adventurous equipment is needed in the community. Accessible equipment should also be a priority, as well as access to toilets. Some public thoughts from 9/5/19 consultation attached.

District Assets staff have indicated that any replacement equipment must be obtained from a registered playground equipment supplier in order to ensure it is compliant with playground safety standards. This makes the equipment very expensive with each structure being approximately \$65 000 - \$70 000 in kitset form- i.e. Additional costs of approximately \$15 000 per structure for construction and ground preparation apply. This excludes the cost of the 'soft-fall' product.

Estimate of costs from one supplier –

An indicative price for the Birds Nest Tower Black Forest, with Climbing Chimney kitset is \$69,293.00 + GST delivered.

An indicative price for the Playing Ship Santa Maria, with Koru Slide kitset is \$72,690.00 + GST delivered.

An indicative price for the Wheelchair Carousel kitset would be \$69,268.00+GST delivered.

An indicative price for the Flying Saucer – Timba Single with 1 1200mm Basket kitset would be \$6,226.00+GST.

Copies of partial specifications attached. Please note that these structures have not been approved but consultation has indicated strong support for the four items. The examples have been chosen to compliment some of the different styles of play – imaginative, active,

adventurous, sensory, social, storytelling. If we are able to access the funds held with council, we can then plan the layout of the playground in consultation with WDC property and projects supervisor, while not forgetting the basics such as landscaping, seats, shade, rubbish bins and toilet access. We would also be able to leverage this funding to complete a modified version of the renovation and expansion of the hall planned in 2010.

(Attachment)

A very loose estimate of costs (excluding GST) for both projects would therefore be:

Hall

- Kitchen \$ 30 000
- Toilets (4) - \$10 000 each
- Extension - \$140 000 (8mx7m conference room, plus 6m x7m double garage)
- Recladding - \$20 000
- Fire safety plan, engineering report, building consents - \$20 000
- Contingency for hall development - \$20 000

Playground

- equipment - \$218 000
- Installation - \$50 000
- Soft fall areas - \$10 000
- Park benches, shade, smaller items - \$ 20 000
- Contingency for playground development \$20 000

Community Garden

- \$10 000

Total: \$598 000

3. PROPOSAL

We understand that council has over \$200 000 in the now defunct 3-Mile hall reserve fund. This money was raised by the 3-Mile hall committee through sale of gravel and hire of the hall as moss dry storage. In 2015 the hall was demolished as it was a safety risk. The money in the account can only be spent on another reserve and the committee has indicated they prefer this reserve to be in the area bounded by the Arahura and Hokitika rivers.

We understand that council agreed verbally that the recommendation of the committee be sought prior to funds being distributed. We have approached the committee and have received a favourable written response that the money be utilized for Lazar Park.

Reserve funds would only be spent on the reserve, not the hall which is not a council asset. However, your agreement to a joint redevelopment project would be a significant boost to both projects with Lions being able to access 66.6% project funding from Lotteries Community Facilities plus additional funding via Lions Clubs International and fundraising.

4. RECOMMENDATIONS

- A. That council release funds totalling at least \$150 000 to the project
- B. Monies received will be used to leverage completion of the playground project as well as renovation and expansion of the hall.
- C. Lions complete works to improve the drainage of the site
- D. Lions complete the renovation and expansion of the hall including accessible toilet facilities which can be accessed from the playground.
- E. Lions consult on and then provide and install replacement playground equipment with input from WDC staff.

Yours sincerely

Anna Dyzel, Secretary
10 May 2019

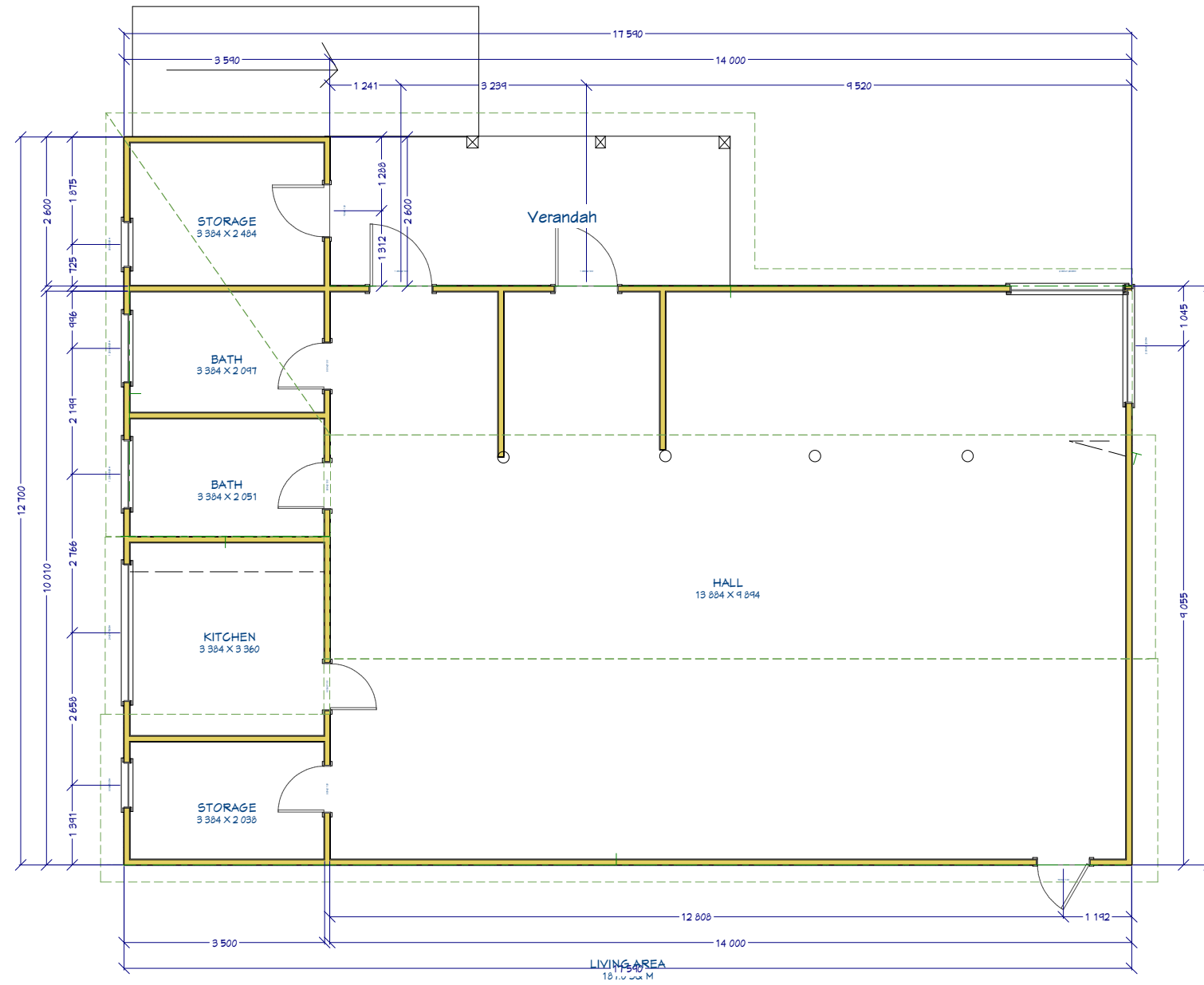


Scale may not be correct

It is likely that the mountain will be condemned by WDC – the cracks in the surface have allowed water to penetrate, rotting the internal chicken-wire layers. The vegetation growing from the cracks is indicative of the underlying structural problems. Concrete structures are no longer considered suitable/up to legal playground standard. Adding a rubber layer would cost approx. \$100/m2 with no guarantee that the underlying structure does not collapse.

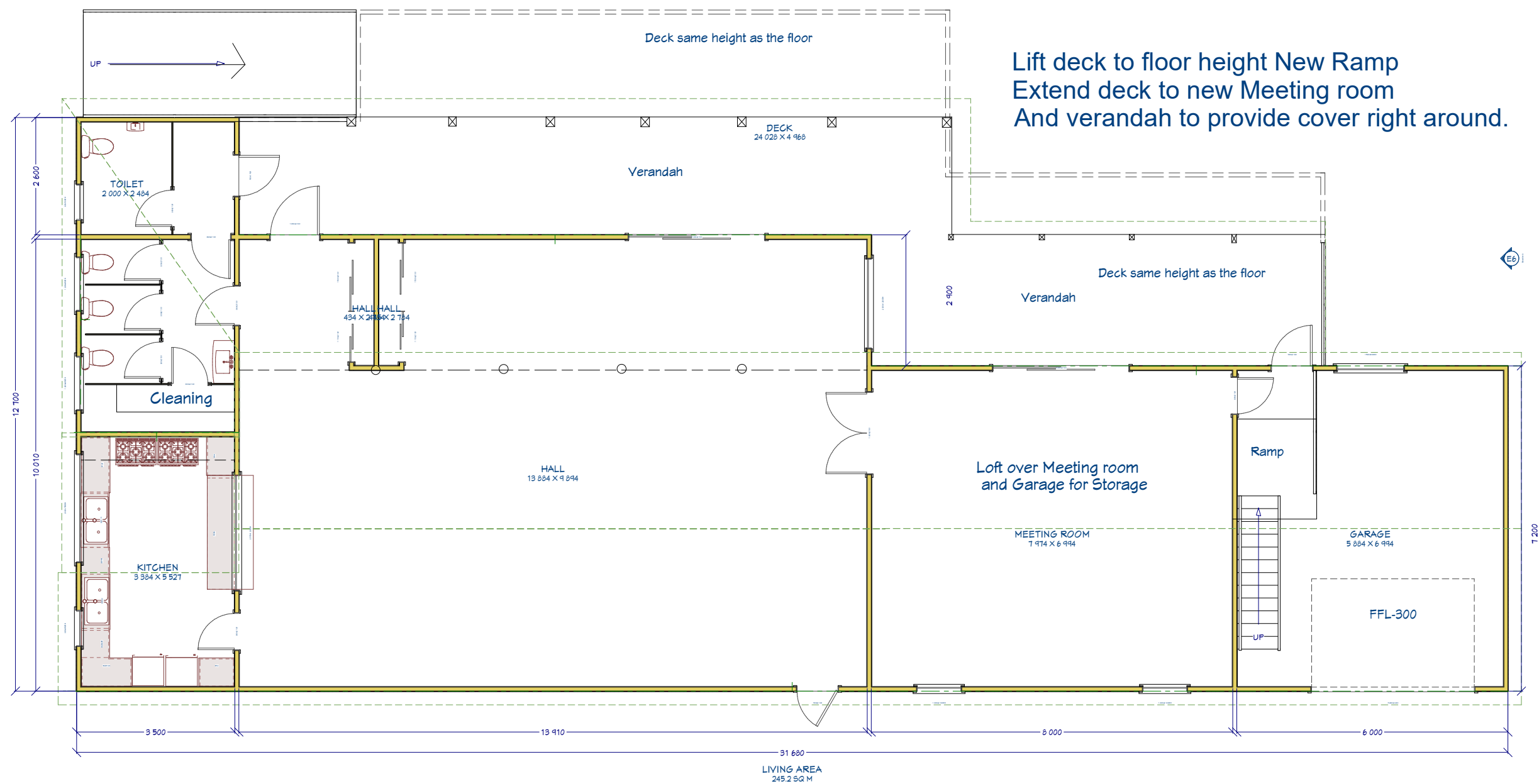
Wheelchair carousel next to driveway to make access easier

Simon Eyre working on “proper” to scale layout



1st Floor Existing

DRAWINGS PROVIDED BY: <p style="text-align: center;">P Blight</p>	PROJECT DESCRIPTION: <p style="text-align: center;">Extentions and upgrades to Lions Hall</p>	SHEET TITLE: 	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="font-size: 8px;">NO.</th> <th style="font-size: 8px;">DESCRIPTION</th> <th style="font-size: 8px;">BY</th> <th style="font-size: 8px;">DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DESCRIPTION	BY	DATE																	SCALE: 	DATE: <p style="text-align: center;">27/05/2019</p>	K-1
NO.	DESCRIPTION	BY	DATE																							



Upgrades to kitchen
unisex toilets
and new accessible toilet

1st Floor **New**

Proposed changes including
New Meeting room and Garage
with loft over for storage

DRAWINGS PROVIDED BY: P Blight	PROJECT DESCRIPTION: Extentions and upgrades to Lions Hall	SHEET TITLE:	NO.	DESCRIPTION	BY	DATE	SCALE:	DATE:	K-2
								27/05/2019	



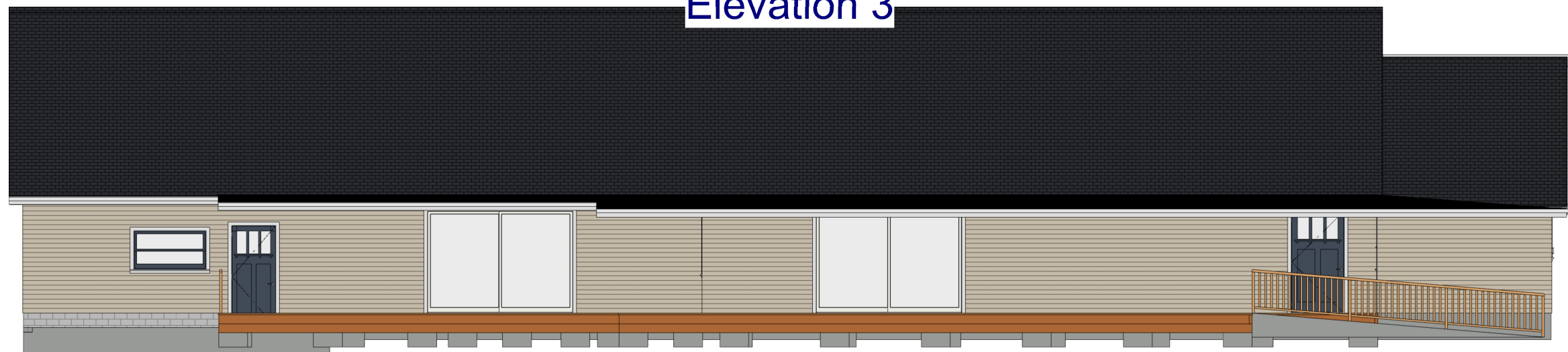
Elevation 4

Elevation 6

DRAWINGS PROVIDED BY: P Blight		PROJECT DESCRIPTION: Extentions and upgrades to Lions Hall		SHEET TITLE:		NO. DESCRIPTION BY DATE		SCALE:	DATE:	K-3															
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Elevation 3



Elevation 12

DRAWINGS PROVIDED BY: P Blight	PROJECT DESCRIPTION: Extensions and upgrades to Lions Hall	SHEET TITLE:	NO.	DESCRIPTION	BY	DATE	SCALE:	DATE:	K-4
								27/05/2019	



31st May 2019

West Coast Disability Resource Service
c/- WestREAP
72 Tudor Street
HOKITIKA 7810

To: Lottery Community Facilities Fund

Re: Letter of Support

Dear Lottery Community Facilities Fund,

The Lions Club Hokitika has approached our service regarding the upgrades they are planning for the Lions Hall and Playground in Park Street, Hokitika. We have been provided with plans and equipment details.

Our service provides information to disabled people and their supporters to enable the right of everyone to live good lives in their communities.

The planned upgrades and additions to the hall with the new accessible toilet will be a great improvement and enable disabled people to utilise the playground and have an accessible toilet when attending meetings and functions as well.

The Playground plans include all ages with a special focus on equipment for those with disabilities, this is something that we just don't have currently in Hokitika. We know that we have many people in our area that will benefit from the sensorial and learning equipment and the wheelchair carousel which is a great addition allowing not only those in wheelchairs but their supporters to experience fun together.

The Ministry of Social Developments New Zealand Disability Strategy 2016-2026 identifies eight areas in the framework for improving the quality of outcomes for people with disabilities.

"Outcome 3 – Health and wellbeing: We have the highest attainable standards of health and wellbeing, Participation in community activities if we choose (for example, sport, recreation, arts and culture) or just being present and belonging to our community is supported and valued".


"Outcome 5 – Accessibility: We access all places, services and information with ease and dignity".

Recently the Buller, Grey & Westland District Councils, Regional Council, WC District Health Board, Te Runanga o Ngati Waewae, Te Runanga o Ngati Mahaki Makaawhio & other Coalition members signed off on the draft Accessible Te Tai Poutini West Coast Strategic Plan 2018-2021.

The work now beings to focus on providing accessible services, communication channels, transport, buildings and public spaces to make Te Tai Poutini West Coast a more inclusive place for everyone. Improving accessibility will improve lives, enhance diversity and help the region remain attractive to residents and visitors of any age and ability.

This initiative by the Lions Club, Hokitika sits well within providing the services and outcomes to live good lives in our communities from out point of view.

Kind Regards



Lynda Halliday

West Coast Disability Resource Service



Information Consultant – Westland

c/- REAP House, 72 Tudor Street,
HOKITIKA

Contact phone: 0800 693 342 or
c/- WestREAP 03 755 8700



www.pactgroup.co.nz

Phone: 03 755 7336

Mobile: 027 319 9711

49 Tancred Street

Hokitika

West coast 7810

To Whom it May Concern

PACT is an organisation supporting people to lead fulfilling lives in the community. Our supported accommodation assists people with both intellectual and physical disabilities. It may sound strange, but having access to a playground which has a wheelchair carousel would be absolutely brilliant for our residents. Many would never have experienced the sheer joy and the thrill of spinning/rotational play. We understand that a disability toilet is also planned for the site, which would be another asset. Also having access to a community garden with sensory element would be an additional benefit to quality of life experiences.

We fully support the Lions application to ensure this project is completed as it would become part of the regular outings for our residents.

Yours Faithfully

Karen Nancekivell

Services Manager West Coast

Pact Group

Therapeutic Play Group

Weekly sessions commenced 28th Feb 2019

Background:

The proposal to form a group for infants and toddlers with disabilities and their parents on the west coast was identified due to lack of services available to this population. Parents were seeking support, interventions and therapy but finding such services unavailable on the west coast, necessitating travel to Christchurch to get therapy for their children. Having a child with a disability is hard. The need for connection and a sense of belonging is a fundamental aspect of being human (Reschke, 2019). Finding these connections for families with a child with a disability can be daunting. "Ableism" is systemic, thus it is deeply embedded into how society is structured (Beneke, et al. 2019). Ableism can be understood as:

"The devaluation of disability (that) results in societal attitudes that uncritically assert that it is better for a child to walk than roll, speak than sign, read print than read braille, spell independently than use a spell-check (Hehir, 2002, p3).

Therefore, providing a place where parents and children can be seen, heard and thrive in the earliest years is urgent. According to ecological systems theory, a child's development should be viewed within the context of the system of relationships that form their environment (Bronfenbrenner 1979). The theory defines complex 'layers' of environment, each having an effect on a child's healthy development.

It is well documented and researched that the first three years of life is crucial in childhood development (The Dunedin Multidisciplinary Health and Development Study, Zero to Three, Child Trauma Academy, etc) this is no exception for children with disabilities. A "Wait and See" approach to infant and toddler health care is not an option. Early intervention including; health promotion, prevention, and intervention is called for.

"Early intervention builds strength and resilience, which can reduce the need for later high-cost interventions for both mother and infant." (MOH – Healthy Beginnings, 2011).

Philosophy:

The philosophy of the group is based on the premise that optimal growth and development, cognitive, motor, social, emotional and communication occurs within nurturing relationships between the infant / toddler and their family / whanau; what happens in the early years affects the course of development across the life span. Our belief is that every child, no matter what developmental challenges they face, has the potential to learn given the right support and opportunities.

Aims:

The group aims to provide relationship-based early intervention to infants and toddlers and their family / whanau with complex disabilities on the west coast. The group will offer a weekly therapeutic play group for the infant / toddler and their parents. The programme will also offer individualised sessions with the infant / toddler and their family / whanau as required for ongoing assessment and therapy.

Objectives:

To provide a group that offers infants, toddlers and their parents / caregivers an opportunity for the children and parents / caregivers to strengthen participation, social relationships and learning.

To provide 'Anticipatory Guidance' on developmental issues –promoting optimal development in all domains – cognitive, sensorimotor, social, emotional and communication.

To enhance parental sensitivity and responsiveness to facilitate child-parent attachment relationship.

To enhance the child's sense of self and self-efficacy and emotional regulation through the use of witnessed play and engaging parents to reflect about their child's inner world of feeling, thoughts and desires. Through this process the parents will begin to recognise the separate self of the infant and gain an understanding of their own emotional responses to their child.

To provide opportunities within the group that are developmentally appropriate to facilitate optimal growth and sequential development. Optimal development in any domain occurs when opportunities and expectations are neither too familiar and simple nor too unfamiliar and complex. Meaning that developmental age, not chronological age, in all domains is the best indicator for where to target both educational and therapeutic experiences (Perry, 2014).

To provide somatosensory experiences to facilitate sensory integration. Sensory Integration refers to a set of functions that integrate, process, store and act on sensory input from outside (i.e., visual, tactile, olfactory, auditory, gustatory) and inside (e.g., proprioceptive, metabolic) the body. Many of the neural networks involved in Sensory Integration originate in, or engage lower areas of the brain. Infants and toddlers require regular doses of patterned, repetitive somatosensory activities across settings to support the continual development of the lower parts of her brain.

To identify any specific therapy needs (motor, cognitive, social, emotional, communication) for individual children through individual assessment.

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Rebecca Dryland
3 Big Paddock Road
RD2
Hokitika 7882

027 583 4112

28th May 2019

To whom it may concern

Re: Support of Lazar Park (174 Hall Street Hokitika) developments, to provide access and play areas for local children and families with disabilities.

Local parents have recently started a therapeutic playgroup for children with disabilities (see attached article and background information). This group, of which our family is a part of, aims to improve development and quality of life for our children.

Hokitika has a number of families with children affected by developmental delay, Asperger's, Autism, cerebral palsy, Spina bifida as well as physical disabilities. There is currently no play equipment in any of the parks certified for disability use and access in Hokitika. Our group currently travels to Greymouth weekly, to use facilities outside the district. Having a local facility would be a huge improvement and increase the quality of life of not only our children with challenges, but the rest of the family. This would be an area our family and the other families that attend the therapeutic play group, would utilise and find great benefits from. Including providing a local indoor and outdoor space that our Therapeutic playgroup could meet and run regular sessions from. This would be a great venue for our group, with it being local, having an indoor area, play area, sensory garden and toilets, all with disability access.

We also understand that the community garden on the same site is to be upgraded to contain disability access and a sensory garden. This would be great for my daughter and other children with disabilities to explore and be part of. Having access to a disability toilet on site is also a huge benefit.

My daughter has Spina bifida and has complex medical conditions relating to this. Including an allergy to latex. Many playgrounds and equipment both locally and nationally have latex components in the play equipment and in the rubber surface under the equipment. Due to her latex allergy, my daughter is not being able to use these areas, including the local playground at Cass Square.

I am excited that with the Lazer Park project, my daughter may be able to play on playground equipment in Hokitika in the near future. In an area that has been designed to cater for children with disabilities, where the use of latex free materials may be considered in the planning of this facility. It would be wonderful if my daughter is able to play in a community playground here in Hokitika. Having access to this resource would help my daughter be part of the local community and increase the quality of life for my daughter and our family.

We fully support this project and associated funding applications. I am happy to be contacted should you require any further information.

Nga mihi / Kind Regards

RSDryland

Rebecca Dryland

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Sarah Haskell and Heidi Pace at ITS — Infant, Toddler Specialists in Greymouth.

PICTURE: Laura Mills

New Greymouth therapeutic group for disabled children

Laura Mills

A new therapeutic group has been set up in Greymouth for disabled children and their families.

It was initiated by child and family counsellor Heidi Pace, who has a masters degree in counselling psychology, and occupation therapist Sarah Haskell, who has an additional degree in infant mental health. They specialise in infant and toddlers.

The group meets every Thursday and aims to support mothers as they start their journey with a disabled child.

The first expert to visit the group was a physiotherapist, and they are working on bringing a speech therapist to an upcoming meeting. Rather than having to travel to Christchurch, parents on the West Coast can now get help at home.

The women are looking to secure funding to keep the new service going.

Parents are the pioneers of the

group," Ms Pace said. "We are supporting parents in the early months after diagnosis."

They help parents strategise so they can become advocates for their children.

Parents had to emphasise their child's disability when talking to professionals, but with family and their child, emphasise the strengths.

Both women have presented at numerous conferences here and overseas, and are also involved in training other professionals.

27/5/19

To whom it may concern,

Allen Bryant Life care is home to 46 Hospital/Rest home residents with physical disabilities. Dementia is the single most prevalent condition with many of our residents and families affected. We fully support the improvement of the local Lazer Park facility as this would give an additional destination for our families on outings with their loved ones. It would allow our residents as grandparents and great grandparents to once again experience play with their younger family members & remain inclusive members of our society.

The sensory garden will also evoke olfactory memories, which is proven to have beneficial and calming effects for people suffering from Dementia.

We Fully Support this Funding application.



Debbie Hunter

Nurse Manager

45 Bealey Street, Hokitika 7810
PO Box 425, Wellington 6140

P. 03 755 8353

M. 027 575 7590

www.ultimatecare.co.nz





GirlGuiding NZ Trefoil Guild

Thursday, 23 May 2019

Lottery Community Facilities Fund.

The Trefoil Guild is the alumni arm of Girl Guiding NZ.

The aim of the guild is to keep alive the spirit of GirlGuiding New Zealand's Promise and Law, to carry that spirit into the community in which their members live and work, and to give support to Guiding.

Over the last year, Westland Trefoil Guild carried the Guiding spirit into our community with our ongoing provision of 'comfort' packs for Barclay Ward, Greymouth Hospital; with the provision and management of the aluminium can recycling station at The Warehouse; and with our invitations to ex-guiders in our community to join us for the 110th anniversary of Guiding in New Zealand.

Within the Guiding community, we offered financial assistance to Kaikoura Girl Guides following the earthquake there, and we donated the value of one tent to the ISGF project for emergency shelters for refugee families in South Sudan.

We will have our work cut out to fulfil the third aim – to give support to Guiding – as there are no active units in Westland at this time. However, during the preparations for the 110th anniversary commemoration, we discussed the possibility of this year holding an open day and inviting ex-guides, brownies, and pippins along. Guild members are enthusiastic about this endeavour and we will be looking into ways of bringing it to fruition.

We utilise the hall at 147 Hall Street, Hokitika, however it is becoming difficult for our older members to utilise the facility due to the lack of accessible toilets and other facilities. The proposed renovation and expansion would future proof the building enabling our less abled members to remain active, contributing members of the community.

We fully support the application to the Lottery community facilities fund.

Bronwyn Longden

Westland Trefoil Guild Coordinator

Once a Guide, always a Guide

Report



DATE: 27 June 2019

TO: Mayor and Councillors

FROM: Operations Manager – District Assets

WEST COAST REGIONAL WASTE MINIMISATION AND MANAGEMENT PLAN- UPDATE ON PROGRESS.

1 SUMMARY

- 1.1 The purpose of this report is to update councillors on the actions & initiatives undertaken to date for the Westland District through the West Coast Regional Waste Minimisation and Management Plan (WCRWMMP).
- 1.2 This report arises from a request at the time of Westland District Council's adoption of the West Coast Regional Waste Minimisation and Management Plan for an update in the June council meeting.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 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 receives this report.

2 BACKGROUND

- 2.1 In November and December 2018, all three regional councils adopted the West Coast Regional Waste Minimisation and Management Plan with the objective to work together to achieve improvements in waste reduction and processing of recycled material. Objectives and targets have been established from the regional plan. A progress against targets and actions outlined in the WCRWMMP is attached as **Appendix 1**.

3 CURRENT SITUATION

3.1 Westland is working in the combined group to achieve targets and investigating the potential for better glass recycling facilities and possible kerbside collection.

4 OPTIONS

4.1 **Option 1** – is to receive the report.

4.2 **Option 2** – is to not receive the report.

5 SIGNIFICANCE AND ENGAGEMENT

5.1 The item is assessed as being of local significance as the matter is administrative in nature.

5.2 Consultant (Tonkin & Taylor) has been engaged jointly by the 3 councils to undertake investigations and provide essential information for future decisions.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

6.1 Option 1 is to receive the report as consultation was undertaken as part of the LTP process. No further consultation is required at this stage.

6.2 Option 2 is to not receive the report. Future actions to be assessed.

6.3 There are no financial implications identified. An evaluation of future options has yet to be decided. Future Options still being assessed & valued. (see attached Project Update)

7 PREFERRED OPTION(S) AND REASONS

7.1 Option 1 is the preferred option as the information attached in Appendix 1 has been requested by Councillors as an update.

8 RECOMMENDATION(S)

A) **THAT** the report be received by Council.

Erle Bencich
Operations Manager

Appendix 1: Project Update – WCRWMMP

Project Update – West Coast Region Waste Minimisation Management Plan

Subject: Progress against targets and actions
outlined in the WMMP

27th June 2019

The West Coast Regional Waste Minimisation and Management Plan (WMMP) was adopted by Council in November 2018. A review of progress against the WMMP targets and actions will be completed and included in each Councils 2018/19 Annual Report. This memo provides an interim update, with some data still not complete, for example average waste disposal and recycling quantities.

Progress towards the targets outlined in the 2018 WMMP.

Waste disposal to landfill < 300 kg/person (340kg/person in 2017/18)	11 month totals for 2 landfills is 2,519.46T
Note: Finalised plan has only been in place for 7 months.	
Kerbside recycling > 35% by 2025	377T for 11 months.
Recycling at Refuse Transfer stations > 50% by 2025	117T for 11 months
Note: Glass from Hokitika is not currently recycled due to lack of facilities. Option investigation is underway.	
Establish 5 refuse and recycling depots by 2022. Pilot with 2 facilities in Buller District	2 facilities in Buller
Resident and visitor satisfaction > 85%	Westland results balancing out at 75%. Concerns around cost of service & lack of glass recycling.
Quantity of illegally dumped waste – from Jan 2019	3.6T Awaiting 2018/19 data
The number of illegal dumping incidents is 2019 to date	13 reported to Council.
	7 investigations undertaken via Compliance Team.
	3 Infringement notices issued.
	1 Prosecution in progress.
Information made available and updated on Council websites.	Ongoing
	<i>Information on waste minimisation is available on each Council website. This includes information on composting, plastic bottles, paper products (Grey DC), composting options, illegal dumping, hazardous waste and what is Zero Waste (Westland DC).</i>

Actions for 2018/19 include:

- Maintaining a watch on user pays technology for wheelie bins **ongoing**
- Developing a proposal for a grant funding scheme **in progress**
- Considering a transition to a two stream recycling **ongoing**
- Considering options for consolidation of materials recovery operations **about to commence**

Actions planned for 2019/20 include

- Investigation into a periodic garden and separate bulky waste collection. **By Jun 2020**
- Completion of the investigation into consolidation of materials recovery. **By Dec 2019**
- Developing a trial of dry waste sorting and incentives for sorting. **By Jun 2020**
- Confirm criteria and a structure to enable Council to allocate grant funds **By Dec 2019**
- Develop and implement a consistent solid waste bylaw **By June 2020**

Additional action undertaken.

District Assets team issued 34 notices to residents regarding waste or recycling “wheelie bin” issues.

These related to transposed bins being at the wrong address, properties not contributing to collection costs but placing bins kerbside or an excessive number of bins placed for collection. (More than 2 sets.)

Council officer working with “Green Team” to promote Council involvement and provide constructive inputs to groups suggestions, projects and initiatives.

LOCAL GOVERNMENT LEADERS' CLIMATE CHANGE DECLARATION

TO Westland District Council
FROM Bruce Smith - Mayor
DATE 27th June 2019
SUBJECT **Local Government Leaders' Climate Change Declaration**

1. Purpose of Report

The purpose of the report is for the Council to consider the signing of the Local Governments Leaders' Climate Change Declaration after the Council decided to support the Local Government Leaders' Climate Change Declaration.

The decision remains then, for Council to nominate a Councillor to sign the declaration as it is clear the agreement as presented commits the Mayor and not Council.

My principle concern is that future ratepayers are being committed to an unknown amount of money without consultation.

Council has not even considered the costs before making its decision. It is my view the costs will well exceed the one district plan costs and they could all fall on Westland ratepayers.

As a signatory under tort, I may become personally liable and that does not sit well with me at all. The report from James Hodder QC that was distributed to all Councillors is very clear on the personal risks.

(Tort law – defines what a legal injury is and, therefore, whether a person may be held liable for an injury they have caused. Legal injuries are not limited to physical injuries. They may also include emotional, economic, or reputational injuries as well as violations of privacy, property, or constitutional rights.)

Some Mayors have signed as individuals, a few have sought council resolution. While I acknowledge climate change is real, having no idea of what Council is approving and the potential imposition of costs to future generations places me in a position where I feel I need to decline signing the document.

2. Background

In 2017 Local Government New Zealand drafted the Local Government Leaders' Climate Change Declaration and launched its position statement on climate change. At the time approximately 44 mayors had signed the declaration. The latest update as at 8 June 2019 shows that 66 mayors have signed the declaration.

The declaration **commits** the Council to the following:

"We have come together, as a group of Mayors and Chairs representing local government from across New Zealand to:

- 1. Acknowledge the importance and urgent need to address climate change for the benefit of current and future generations;*
- 2. give our support to the New Zealand Government for developing and implementing, in collaboration with councils, communities and businesses, an ambitious transition plan toward a low carbon and resilient New Zealand;*
- 3. Encourage Government to be more ambitious with climate change mitigation measures;*
- 4. Outline key commitments our councils will take in responding to the opportunities and risks posed by climate change; and*
- 5. Recommend important guiding principles for responding to climate change."*

3. Issue

The Council has asked me to sign the Local Government Leaders' Climate Change Declaration.

4. Discussion

In my view the Declaration is a potentially binding document as it **commits** the Council to developing and implementing an 'ambitious plan'. The term 'commit' means 'to pledge to a cause or a course of action'. Council's reputation, and that of individual elected members, is at risk if we do not uphold all the initiatives promoted by future governments. Without legal opinion, there is no way to prove there is no commitment. I believe obtaining a legal opinion is an unnecessary expense in this instance, given we are clearly working in accord with the objective of the declaration.

A paper by Jack Hodder QC presented at the recent Rural and Provincial Sector meeting in Wellington noted that there has been many climate change litigation cases around the world and recent New Zealand negligent cases (asbestosis and kiwifruit pollen [still underway]) give credence to the possibility of legal challenge.

The initiatives described in the declaration and Local Government have not yet been canvassed and therefore have unknown financial consequences.

In fulfilling our fiduciary responsibilities the Council has to follow the decision-making provisions of the Local Government Act 2002. These provisions include:

- Identifying all reasonably practicable options;
- Assessing the advantages and disadvantages of different options;
- Taking into account Māori culture and traditions if it is a significant decision regarding land and water
- Considering the appropriate level of engagement with our communities based on significance of each decision.

While I have not signed the Climate Declaration. As a Council, we are already committed to working on many of the initiatives within the declaration itself. The Council decision to implement these actions have followed the decision-making provisions of the Local Government Act 2002.

These initiatives include:

- Supporting walking and cycling infrastructure within our communities;
- Supporting the uptake of electric vehicles through working to develop a network of charging stations across the district;
- Proactively engaging with our coastal communities on shoreline management plans that will identify long term management strategies for each coastal community, and will take into account projected sea level rise scenarios associated with climate change;
- Advocating to central government on leading the response for small coastal communities like ours when it comes to possible threats to infrastructure, private property, the local economy and livelihoods.

5. Suggested resolution(s)

That the Council:

1. Receives the 'Local Government Leaders' Climate Change Declaration' report, dated 8th of June 2019 and continues to take action, following robust decision-making processes, in response to climate change for our communities.

OR

2. Nominate a Councillor to sign the document noting the Mayors concerns about signing a document that could commit future ratepayers to unknown cash requirements.

Supporting document 1

Local Government New Zealand says climate change declaration 'not a binding contract'

Thursday 21 February 2019 Radio New Zealand

The president of Local Government New Zealand (LGNZ) says its climate change declaration is purely aspirational and no one is being pressured into signing up.

Yesterday the Thames-Coromandel Mayor Sandra Goudie told RNZ she did not want to sign the declaration because it was "politically charged".

Fifty-five councils have signed the document which asks councils to promote walking and public transport, improve resource efficiency and healthy homes and supporting renewable energy and electric vehicles.

Dunedin mayor and LGNZ president Dave Cull said the declaration recognised communities and councils had a part to play in mitigating climate change.

He was the first mayor to sign the declaration in 2017 and said he was motivated by the situation in South Dunedin.

"It's not a binding contract; there are no specific goals.

"It's just a recognition that we, the communities, need to be looking to change the way their communities operate and reduce their carbon footprint."

Mr Cull said the declaration had been well-received and he was not pushing anyone into signing up.

"My suspicion is that any pressure to sign comes from communities going to their councils and saying look this is something we would like you to do."

Mr Cull said the idea that it was "politically charged" was a misunderstanding and "no one's putting the hard word on them," he said.

He said apprehension on councils' part on not being able to follow through on the declaration could be why some had not signed it. Resources for smaller councils would also be an issue.

Mr Cull said elected representatives covered a wide-spectrum of views and backgrounds so there was bound to be differences in opinions.

Supporting document 2 below

Climate change project on a page.

We are. LGNZ.

Climate change will affect us all during our lifetimes. Between 1990 and 2015, New Zealand's net carbon emissions have risen by 64%.

All local authorities (city, regional, district and unitary councils) are at the front line of climate change adaptation and have a role to play in mitigation. Action on climate change requires proactive collaboration between central and local government.

PROJECT OUTCOMES SOUGHT:

1. An evidence base to support a comprehensive framework for risk reduction and/or retreat.
2. A comprehensive adaptation plan for New Zealand.
3. A local government view on emission reduction targets and how to achieve these for New Zealand.



CLIMATE CHANGE ACTION

Climate change action has two components:



1. Actions to reduce emissions (mitigation).



2. Actions to adapt to climate change impacts.

A COLLABORATIVE APPROACH

The local government sector is committed to working with the Government to address the risks, challenges and opportunities of climate change.

Local government will:

1. Lead the conversation with the public and stakeholders on how to address the local impacts of climate change.
2. Develop local strategies for adaptation action.
3. Incorporate climate change considerations into long term planning, infrastructure and funding decision making processes.
4. Take steps to ensure its activities contribute to a reduction of green house gas emissions.

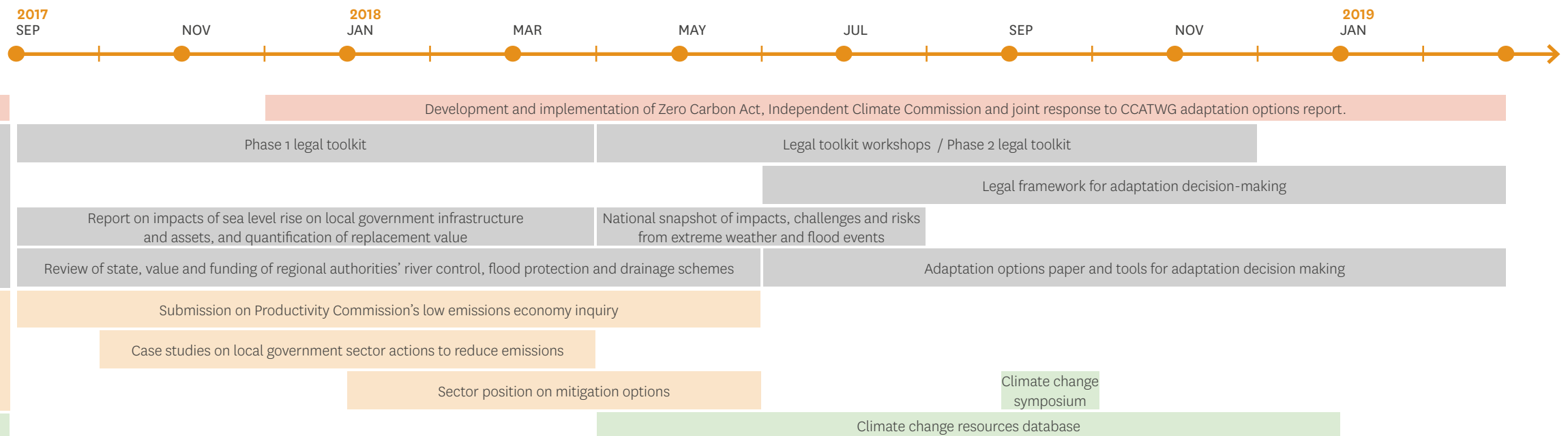
What local government requires of central government:

1. A partnership approach to addressing climate change.
2. A national campaign to raise awareness of climate change.
3. An explicit mandate under the Local Government Act to consider how decisions affect outcomes.
4. Adaptation funding for councils to access.

Local government wants to work with central government to:

1. Develop a clear plan outlining roles and responsibilities for adaptation, including fiscal responsibility.
2. Develop a collaborative and joint plan for transitioning to a low emissions economy.
3. Put in place mechanisms to help local government understand and address the risks of climate change.
4. Develop an adaptation decision-making legal framework.

KEY WORK STREAMS



SUPPORTING WORK

The Local Government Position Statement on Climate Change and Local Government Leaders Climate Change Declaration outline local government's acknowledgment of the important and urgent need to address climate change. LGNZ has also produced a catalogue that sets out local government's climate change roles and responsibilities.



LGNZ will have input in the Government's planned consultation on its proposals to implement a Zero Carbon Act, Climate Commission and to review the Emissions Trading Scheme and the Productivity Commission's inquiry into New Zealand's transition to a low emissions economy.

