



# COUNCIL MINUTES

**MINUTES OF AN ORDINARY MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 27 JUNE 2019 COMMENCING AT 11.02 AM**

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## **PRESENT**

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

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## **1. NGĀ WHAKAPAAHA APOLOGIES**

Kw Tumahai

Moved Deputy Mayor Lash, seconded Cr Neale and **Resolved** that the apology from Kw Tumahai be received and accepted.

## **ABSENT**

Kw Rasmussen

## **STAFF PRESENT**

S.R. Bastion, Chief Executive; L.A. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Services Manager; D.M. Maitland, Executive Assistant and Council Secretary; M. Bell, Senior Administration Assistant.

## **2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST**

The Interest Register was circulated and it was noted that amendments to the register had been made in the Finance, Audit and Risk Committee Meeting held on the 27 June 2019.

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

Cr Routhan asked that the Mint Creek Rural Water Supply Scheme be discussed in this section of the agenda. Cr Routhan advised that there are financial implications for the 34 ratepayers who are currently part of the scheme. Cr Eatwell supported this item being added to the agenda.

His Worship the Mayor advised that the difficulty is that the information has been circulated to all Councillors and this matter was resolved in 2014 by the previous Council, and asked if the meeting would like staff to bring back a report to the next Council meeting.

Cr Carruthers advised that the affected ratepayers were to form themselves into a constituted group.

Cr Routhan advised that Council owns the easements and would like to see a full report to Council, including money collected and spent.

Deputy Mayor Martin asked that the working group that was constituted, meet and come back with a recommendation to Council. The Working Group Members were noted as His Worship the Mayor, Deputy Mayor Lash, Cr Havill, Cr Eatwell and Cr Routhan.

#### **4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF COUNCIL MEETINGS**

The Minutes of Council Meetings were available on the Council Table as follows:

- **Ordinary Council Meeting – 23 May 2019**

Moved Deputy Mayor Lash, seconded Cr Carruthers and **Resolved** that the Minutes of the Ordinary Council Meeting, held on the 23 May 2019 be confirmed as a true and correct record of the meeting.

- **Extraordinary Council Meeting – 6 June 2019**

Moved Cr Havill, seconded Deputy Mayor Martin and **Resolved** that the Minutes of the Extraordinary Council Meeting, held on the 6 June 2019 be confirmed as a true and correct record of the meeting.

#### **5. NGĀ TĀPAETANGA PRESENTATIONS**

*The following items were taken out of order to the Agenda papers:*

- **Manatu Whakaaetanga Partnership Agreement** – It was noted that this item was deferred to a future Council Meeting to be confirmed.
- **Draft National Policy Statement (NPS) on Biodiversity**

The Planning and Customer Services Manager provided a presentation on the Draft National Policy Statement of Biodiversity.

The topics of the presentation slides were noted as follows:

- A collaborative group has been established to compile the Draft Policy Statement on Biodiversity.
- The purpose of the group.
- West Coast involvement in the focus group.
- Westland Biodiversity at present.
- Biodiversity protection at present.

- Of the 15% privately owned land, only a small portion of that is vegetated and considered potentially significant habitat.
- Westland District Spatial Analysis.
- Threatened Environments Classification.
- Criteria for High Level SNA.
- Next Steps.

It was noted that the Draft NPS is scheduled to be released for submission in the few months and it was suggested that the Resource Management Act trained Councillors become involved in formulating a submission on behalf of the Council.

## 6. ACTION LIST

The Chief Executive went through the Action List as per the Council Agenda and provided the following updates:

### **Kaniere School Students – Cycle Trail**

- Council Engineers are working on a solution.

### **Trading in Public Places**

- This item will be considered under the CBD development.

### **Responsible Camping areas**

- A meeting of the working group will be held on the 6 July 2019. Nominations are being sought from Councillors for two representatives of the Northern Ward from the commercial industry.  
**Action:** The CE to email out the current list of working group representatives to the elected members.

### **Speed Limits**

- **Action:** To come back to Council in July-August 2019.

### **MOU between Council and Westland Industrial Heritage Park**

- In progress.

### **Disability Parking near Weld Lane, Hokitika**

- Parking reviewed and no further action regarding this matter.

### **Events**

- Deliberations between WHL and DW on the future of Wildfoods.

### **Ute Muster**

- Noted that the question of whether the Ute Muster will be held in 2019 to be asked of WHL representatives.

Moved Cr Carruthers, seconded Cr Eatwell and **Resolved** that the Action List be received and the following items be removed from the listing as they are either underway or completed:

- Waste Minimisation Fund
- Timing of Council Meetings
- Proposal to encourage use of Te Reo Māori in Council communications and documents

- Proposed stopbank extension at Franz Josef
- Council thanks to staff for working during the flooding event on the 24 March 2019.
- Hari Hari Complex Reserve Fund
- Disability Parking
- Complaint to Council
- Local Governance Statement
- Remuneration Authority – Childcare Allowance for Elected Members.

## 7. PŪRONGO KAIMAHI STAFF REPORTS

- **Westland Holdings Ltd - Statement of Intent 1 July 2019**

The Group Manager: Corporate Services spoke to this item and advised that the purpose of the report is to present the Westland Holdings Ltd Statement of Intent for the three years commencing 1 July 2019. It was noted that the Statement of Intent has been received with the statutory timeframe which is on or before the 30 June each year.

Moved Deputy Mayor Lash, seconded Cr Neale and **Resolved that** Council approve the Westland Holdings Ltd Statement of Intent for the 3 years commencing 1 July 2019 and approve for public release as attached to the agenda.

- **Rates Write-offs and Remissions – Financial Budgeting and Reporting**

The Financial Budgeting and Reporting Accountant spoke to this item and advised that the purpose of the 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.

Moved Cr Carruthers, seconded Cr Havill and **Resolved** that Council approves the total proposed rates write offs and remissions of \$294,235 including GST, for the financial year ending 30 June 2019.

- **Draft Rating Policy**

The Group Manager: Corporate Services spoke to this item and advised that the purpose of the report is to seek Council approval of the proposed Rating Policy 2019/20 as a supporting operational policy to the Revenue and Financing Policy.

The proposed Rating Policy 2019/20 contains three changes to the Rating Policy 2018/19 as follows:

1. New Bruce Bay Community Rating Zone.
2. Moving the footpath maintenance from the community rates to the general rate.
3. Extension of the Hokitika Area Promotions Rate Zone.

Moved Cr Neale, seconded Cr Olson and **Resolved that** Council adopts the amended proposed Rating Policy as attached to the Agenda.

- **Community Service Award**

Mr Bill Handisides of Ross was presented with a Community Service Award for his contribution of 45 years to the Ross Volunteer Fire Brigade, the Ross Information Centre as a volunteer, Ross School Committee, Ross Community Council, Project Ross, Justice of the Peace, Ross Coordinator for Civil Defence and was active in seeking the Ross Police Station being retained. Mr Handisides also wrote a weekly article for the Hokitika Guardian for a number of years, and is a life member of the Mahinapua Yacht Club.

*The meeting adjourned for lunch at 12.15 pm with Mr Handisides, his family and supporters and reconvened at 12.53 pm.*

*Cr Carruthers was an apology when the meeting reconvened.*

- **Westland Holdings Ltd - Quarterly Report**

Mr Albert Brantley was unable to attend the meeting and present to Council. Joanne Conroy, Director of WHL tendered Mr Brantley's apology to Council.

Joanne Conroy, Chris Gourley and Chris Rea, Directors, Westland Holdings Ltd (WHL) attended the meeting and provided a presentation to Council on the Quarterly Results of WHL for the period ending 31 March 2019.

The topics of the presentation slides were noted as follows:

- Objectives of the Westland District Council's CCOs – Westland Holdings Ltd, Westroads Ltd and Destination Westland Ltd.
- Westland Holdings Limited Activities during the recent period.
- Westroads Ltd Consolidated Financial Statement for Quarter Ending 31 March 2019.
- Comments on Financial Results for Westroads Ltd.
- Destination Westland Results for the period ending 31 March 2019.
- Comments on Year to Date Financial Results for Destination Westland.

His Worship the Mayor thanked the Directors of Westland Holdings Limited for their presentation to Council.

His Worship the Mayor advised that Albert Brantley had expressed confidence in the Board of Westland Holdings Limited.

Council gave their thanks to Mr Brantley for his contribution to Westland District Council. His Worship the Mayor noted complete confidence in the Directors of WHL Ltd and also the resignation of Albert Brantley, Chair of Westland Holdings Limited.

His Worship the Mayor thanked the Directors for their presentation to Council and advised that Council looks forward to the next update from the WHL Board.

## 7. PŪRONGO KAIMAHI STAFF REPORTS

### • Hokitika Cemetery Seat – Community Development Advisor

The Community Development Advisor spoke to this item and advised that the purpose of the 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.

The Community Development Officer advised that there is no financial implication for Council associated with the installation, and there would be a Memorandum of Understanding developed between Council and the respective families for the maintenance of the seat.

Mover Cr Neale, seconded Deputy Mayor Martin and **Resolved** that:

- A) 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) 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.

### • West Coast Regional Waste Minimisation and Management Plan – Update on Progress

The Operations Manager spoke to this item and advised the purpose of the report is to update Council on the actions and initiatives undertaken to date for the Westland District through the West Coast Regional Waste Minimisation and Management Plan.

Deputy Mayor Martin asked for an update on the Waste Minimisation Fund. The Operations Manager advised that there is \$80,000 for EnviroSchools and \$5,500 for Waste for Trees Projects.

*Deputy Mayor Lash left the meeting at 1.24 pm and did not return.*

Moved Cr Havill, seconded Cr Neale and **Resolved** that the report from the Operations Manager be received.

### • Utilising Funds from the Three Mile Hall Reserve Fund

The Chief Executive spoke to this item and advised that the purpose of the report is to provide Council with a recommendation from the Three Mile Reserve Committee for approval to utilise a portion of the funds from the Three Mile Hall Reserve Fund for a contribution to the Lions Club redevelopment of Lazar Park. He further advised that everything in the fund had been through a due process and that there are no irregularities. The Three Mile Reserve Committee has met and made a recommendation that

\$150,000 be granted for the redevelopment of Lazar Park as submitted by the Hokitika Lions Club.

*Deputy Mayor Martin – noted his Conflict of Interest as the Hokitika Lions Club Treasurer.*

His Worship the Mayor noted that a one page document had been put on the Council table by Max Dowell QSM regarding the Three Mile Hall Reserve and Westland Reserves. This document was not received by Council.

It was noted that there is a need to formally recognise the make-up of the Three Mile Reserve Committee.

Moved Cr Havill, seconded Cr Olson and **Resolved** that:

- A) 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) Council approve a 30 day Special Consultation Process to be undertaken.
- C) 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.
- D) Council recognises the Three Mile Hall Reserve Committee as being:
  - Jenny Keogan, Chairperson
  - Beryl Agnew, Secretary/Treasurer
  - Committee Members - Allan Beaumont, Arn Bradley, Graham Bills, Max Dowell, Cliff Beaumont.

*Cr Routhan abstained from voting.*

*Deputy Mayor Martin abstained from voting due to a Conflict of Interest.*

- **Local Government Leaders' Climate Change Declaration**

His Worship the Mayor referred to the Notice of intention to give notice under Section 23.1 of the Westland District Council Standing Orders for a notice for the revocation or alteration of all or part of a previous resolution of the Council in relation to the decision to sign the Climate Change Agreement as resolved by Council on the 23 May 2019 as follows:

***Local Government Leaders' Climate Change Declaration***

*The Chief Executive spoke to this item and advised the purpose of the report is to provide an update on the Local Government Leaders' Climate Change Declaration.*

*His Worship the Mayor advised that in 2015, Mayors and Chairs of New Zealand declared an urgent need for responsive leadership and a holistic approach to climate change. In 2017, Mayors and Chairs wholeheartedly supported that call for action and accordingly the document had been signed by 63 Mayors/Chairs.*

*Moved Deputy Mayor Lash, seconded Deputy Mayor Martin and **Resolved** that Council receive the information and that the document be signed.  
Cr Routhan abstained from voting.*

Moved Cr Routhan, seconded Cr Olson and **Resolved** that that the report from His Worship the Mayor be received.

- **Change in Accounting Policy for Revaluation of Landfills**

The Group Manager: Corporate Services spoke to this item and advised that the purpose of the report was for Council to adopt the change in Accounting Policy for the revaluation landfills to the cost model.

The Change in Accounting Policy had been recommended to Council by the Finance, Audit and Risk Committee Meeting.

Moved Cr Neale, seconded Deputy Mayor Martin and **Resolved** that the Council adopt a change in Accounting Policy to recognise Landfill assets under the cost model.

*The meeting adjourned at 1.53 pm to enable Councillors time to read the Draft Annual Plan that had been tabled, and also the Resolution to set the Rate for the 2019/2020 Financial Year.*

*The meeting reconvened at 2.15 pm.*

- **Adoption of Draft Annual Plan 2019/20**

The Group Manager: Corporate Services spoke to this item and advised the purpose of the report is to propose the adoption of the Draft Annual Plan 2019/20.

The Chief Executive advised that the Hokitika Outfall structure was in the budget and that Council had planned to do an upgrade on the sewerage ponds at the same time.

Deputy Mayor Martin asked for the following:

- A meeting of all interested parties with regard to developing a plan for Cass Square, then a discussion about reserve seed funding to build the Cass Square plan further.
- Rating Division – RID update. There are going to be a number of affect parties who will be going to division rating (residential or commercial). The Group Manager: Corporate Services spoke to this item and advised that ratepayers will have already received letters and the RID has been open for review to enable people to see the impact of the rates. Those changing to a commercial rate will already have been advised.

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

- A) Council adopts the Annual Plan 2019/20 tabled.
  - Change in wording in the plan to reference the Hokitika Wastewater Treatment Plant (on Page 6).



- B) Council instructs the Chief Executive to publicly notify the documents in accordance with statutory provisions.

*Cr Routhan recorded his vote against the motion.*

- **Rates Resolution 2019-20**

The Group Manager: Corporate Services spoke to this item and tabled the Rates Resolution that had been circulated to the Mayor and Councillors.

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

- Council adopts the Rates Resolution as tabled.
- Council instructs the Chief Executive to strike the Rates in accordance with the Annual Plan 2019-20.

- **Ocean Outfall**

(This item had been withdrawn from Agenda).

## 8. ADMINISTRATIVE RESOLUTIONS

Nil.

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

(to consider and adopt confidential items)

Moved Deputy Mayor Martin, seconded Cr Neale and **Resolved** that the Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 2.31 pm.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1	Confidential Minutes – 23 May 2019  Confidential Spreadsheet – Extraordinary Council Meeting – 6 June 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)

Confidential Minutes – Reconvened Meeting – 13 June 2019.			
<b>2.</b>	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)
<b>3.</b>	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)
<b>4.</b>	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)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))
1, 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))

Moved Cr Olson, seconded Cr Havill and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly the meeting went back to the open part of the meeting at 3.08 pm.

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

**MEETING CLOSED AT 3.08 PM**

Confirmed by:

\_\_\_\_\_  
**Mayor Bruce Smith**  
**Chair**

\_\_\_\_\_  
**Date**