

# **A G E N D A**

## **Council**

**Whataroa Community Hall  
Sally Road, Whataroa  
Thursday  
27 November 2014  
commencing at 10.00 am**

His Worship the Mayor, M.T. Havill (**Chairperson**)  
Cr. J.H. Butzbach, Cr. P.M. Cox, Cr. M.S. Dawson, Cr. D.G. Hope,  
A.R. Keenan, Cr. L.J. Martin, Cr. M.D. Montagu, Cr. C.A. van Beek



## COUNCIL MEETING

**NOTICE IS HEREBY GIVEN THAT AN ORDINARY MEETING OF THE WESTLAND DISTRICT COUNCIL WILL BE HELD IN THE WHATAROA COMMUNITY HALL, SCALLY ROAD, WHATAROA ON THURSDAY 27 NOVEMBER 2014 COMMENCING AT 10.00 AM**

*Tanya Winter*  
*Chief Executive*

*21 November 2014*

### **COUNCIL VISION**

Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.

This will be achieved by:

- Involving the community and stakeholders.
- Delivering core services that meet community expectations and demonstrate value and quality.
- Proudly promoting, protecting and leveraging our historic, environmental and natural resource base to enhance lifestyle and opportunity for future generations.

### **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. MEMBERS PRESENT AND APOLOGIES:**

**1.1 Apologies**

**1.2 Register of Conflicts of Interest**

**2. CONFIRMATION OF MINUTES**

**2.1 Confirmation of Minutes of Meetings of Council**

**2.1.1 Ordinary Council Meeting – 30 October 2014** (Pages 6-14))

**2.2 Minutes and Reports to be Received**

**2.2.1 Executive Committee Meeting – 16 October 2014** (Pages 15-19)

**2.2.2 Executive Committee – Report from Chair** (Pages 20-21)

**2.2.2 Minutes of the Public Excluded Portion of the Westland District Council Ordinary Meeting held on 30 October 2014.**

*(Refer Public Excluded Minutes)*

**3. PUBLIC FORUM**

*The public forum section of the meeting will commence at the start of the meeting.*

**4. BUSINESS**

**4.1 Mayor's Report**

**4.2 Update from Councillors**

**4.3 Presentation by Hokitika-Westland RSA Members**

*Members of the Hokitika Westland RSA will be in attendance at the meeting at **11.00 am** to provide a presentation to Council regarding the Hokitika-Westland RSA.*

**4.4 Update on Local Alcohol Policy (LAP)** (Pages 22-38)

**4.5 Confirmation of Contribution to Fox Glacier Community Centre  
From Reserve Development Funds**

*(Pages 39-43)*

**4.6 School Road Safety – Westland District**

*(Pages 44-58)*

**4.7 Upgrade of Water Treatment Plant at Blue Spur, Hokitika:  
Submissions and Approval of the Project**

*(Pages 59-87)*

**5. MATTERS TO BE CONSIDERED IN THE ‘PUBLIC EXCLUDED  
SECTION’**

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:

**5.1 Minutes**

**5.2 Report**

**5.3 Dog Control Contract**

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 this resolution are as follows:

Item No.	Minutes/ Report of	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
5.1	Minutes	Confidential Minutes	Good reasons to withhold exists under Section 7.	Section 48(1(a)
5.2	Report	Confidential Minutes	Good reasons to withhold exists under Section 7.	Section 48(1(a)

5.3	Report	Dog Control Contract	Good reasons to withhold exists under Section 7.	Section 48(1(a)
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**Date of Next Ordinary Council Meeting**  
**18 December 2014**  
**Ross**



# Council Minutes

## MINUTES OF AN ORDINARY MEETING OF THE WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 30 OCTOBER 2014 COMMENCING AT 9.00 AM

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### 1. MEMBERS PRESENT AND APOLOGIES

His Worship the Mayor, M.T. Havill (**Chairperson**) for part of the meeting.

Deputy Mayor P.M. Cox

Cr. J.H. Butzbach, Cr. M.S. Dawson (for part of the meeting), Cr. D.G. Hope, Cr. A.R. Keenan, Cr. L.J. Martin, Cr. C.A. van Beek.

#### 1.1 Apologies

Cr M.D. Montagu.

Moved Cr Martin, seconded Deputy Mayor Cox and **Resolved** that the apology from Cr Montagu be accepted.

#### Staff in Attendance

T.L. Winter, Chief Executive; G. Borg, Group Manager: Corporate Services; V. Goel, Group Manager: District Assets; J. Ebenhoh, Group Manager: Planning, Community and Environment; D.M. Maitland, Executive Assistant; D.B. Blight, Community Development Advisor (part of the meeting); K. Jury, Corporate Planner (part of the meeting).

#### 1.2 Register of Conflicts of Interest

The Register of Conflicts of Interest was noted.

## 2. CONFIRMATION OF MINUTES

### 2.1 Confirmation of Minutes of Meetings of Council

#### 2.1.1 Ordinary Council Meeting – 25 September 2014

Moved Cr van Beek, seconded Cr Hope and **Resolved** that the Minutes of the Ordinary Council Meeting held on the 25 September 2014 be confirmed as a true and correct record of the meeting, subject to the following amendments:

##### Page 6

“Cr A.R. Keenan’s apology was declined and accordingly she was recorded as being absent from the 25 September Council Meeting”.

##### Page 16

“Page 83 – Capital value is less progressive than annual value”.

### 2.2 Minutes and Reports to be Received

#### 2.2.1 Minutes of the Public Excluded Portion of the Westland District Council Ordinary Meeting held on 25 September 2014.

*(Refer Public Excluded Minutes)*

## 3. PUBLIC FORUM

*There were no members of the public in attendance at the Council Meeting.*

## 4. BUSINESS

*The following items were taken out of order to the agenda papers.*

### 4.3 Mayor’s Report

*A verbal update was provided by Mayor Havill as follows:*

- Disappointing to not meet the Annual Report deadline.
- Debt reduction is pleasing.
- Westroads has had a solid year.
- Midway through the rates review consultation.
- Rural/residential ratepayers – need to give consideration to their views and how they see the rates review.
- Council are working on engaging and consulting with communities.
- Thanks to Hokitika Lions and Heritage Hokitika for the restoration of the Hudson Price Memorial.
- Congratulations to the Hokitika-Westland RSA in their fundraising efforts.
- There have been approaches from the RSA and members of the community asking what the Council can do in regard to assisting the RSA in the community in their project.

#### 4.4 Update from Councillors

*Verbal reports were then provided by Councillors as follows:*

##### i) Deputy Mayor Cox

- Attended the Okarito Community Association Meeting on the 27 September 2014.
- Met with Des McEnaney regarding St. Johns.
- LTP workshop held.
- Meeting with Raylene Tuck regarding increased helicopter movements.
- Attended the Kokatahi Rate Review Meeting.
- Westland District Library received a presentation of a Tukutuku Panel media art work created by **Aroha Timoti and Vicki Smith** and funded by the **Intercreate Research Centre**.
- Attended the Harihari Rate Review Meeting.

##### ii) Cr Martin

- Attended two Rates Review Meetings; common themes around rural/residential.
- Attended the Hudson and Price unveiling.
- Replanting of the Central Business District with the assistance of the Central Retailers Group and Council.
- Attended a MDI Workshop and supported the Westland Youth Project for their application to the Tindall Foundation for funding.



iii) **Cr Butzbach**

- Attended the Ross and Hokitika Rates Review Workshops.
- Attended the Hudson and Price Memorial opening.
- Attended the Enterprise Hokitika and Central Business Group Meetings.
  - General discussion regarding Trading in Public Places and bike stands in Hokitika.
  - Christmas Parade 13 December 2014.
  - Central Business Group – replanting of Weld Street.
  - Spring Challenge – very positive comments.
  - Love Hokitika Business Promotions – into their new year.

iv) **Cr Keenan**

- Ross Community Society Meetings on 1 September and 6 October 2014. Still queries regarding the Cemetery land and the MDI funding process.
- Saturday 1 November 2014 is the Totara Goldrush and 150<sup>th</sup> celebrations.
- Regent Theatre - attended various events.
- RSA rebuild team have reached over \$70,000 in fundraising.
- Local contractors are prepared to carry out the demolition of the Hokitika-Westland RSA free of charge provided that cost is contributed towards the rebuild.
- Heritage Hokitika AGM.
- Replica weighbridge is underway.
- Meeting required with the Chief Executive regarding cleaning Seddon Statue.
- Kitchen Table Network Group.
- Attended the Rating Review Stakeholders meeting on 11 September 2014.
- Feedback from Workshops and Meetings attended in October 2014.
  - High proposed rates for rural/residential lifestyle blocks.
  - Costs of waste management, library debt concern, commercial properties.

v) **Cr Hope**

- Attended the 21 Regional Transport Committee in Greymouth on 21 October 2014. Key outcomes:
  - Taramakau and Minga Bluff projects are going ahead.
  - Whitcombe and Kaniere Road widening projects.
- Flytipping in the Haast Township is a concern.

- Lawnmowing and toilet complaints at Haast.
- School speed zone at Haast and looking at that particular instance to see what Council can do for a Westland initiative.

vi) **Cr Van Beek**

- Attended Rates meetings at Ross, Kumara, Hokitika and Harihari and heard concerns regarding the community rate.
- Rode the Lake Kaniere to Hurunui Jacks section of the West Coast Wilderness Trail.
- Meeting on the Old Christchurch Road with Council staff.

vii) **Cr Dawson**

- Congratulated those that attended the Rates Review Meetings.
- The Executive Committee Report and Minutes will be tabled at the November Council Meeting.
- The Executive Committee has asked the Chief Executive to provide a paper on staff resourcing for the November Council Meeting.

Moved Cr Butzbach, seconded Cr Martin and **Resolved** that the verbal reports from Mayor Havill and Councillors be received.

**4.1 Statement of Proposal for Consultation - Upgrade of Water Treatment Plant at Blue Spur – Hokitika**

*His Worship the Mayor declared a Conflict of Interest in this matter and did not participate in this discussion or vote on this matter, and left the meeting at 9.31 am.*

*Deputy Mayor Cox chaired this section of the meeting,*

*The Group Manager: District Assets spoke to this report.*

Moved Cr Dawson, seconded Cr Hope and **Resolved** that Council rescinds its previous resolution made at the 25 September 2014 Council meeting for a special consultative procedure for this proposal.

Moved Cr Dawson, seconded Cr van Beek and **Resolved** that Council adopts the Statement of Proposal to “Borrow \$5.1m to Advance the Water Treatment Plant Upgrade at Hokitika”.

*Cr Keenan recorded her vote against the motion.*

Moved Cr Martin, seconded Cr Keenan and **Resolved** that Council commences a consultation process in accordance with section 82 of the Local Government Act and as per the consultation plan.

*His Worship the Mayor returned to the meeting at 9.53 am.*

#### **4.2 Jim Little, Chief Executive, Tourism West Coast**

*Jim Little, Chief Executive and Leanne Scott, of Tourism West Coast attended the meeting and provided a presentation on the Annual Report from Tourism West Coast including some future actions.*

*Also in attendance at this part of the meeting was Gary Lee, Council's representative on Tourism West Coast.*

*His Worship the Mayor thanked those in attendance for their presentation to Council.*

*The Council Meeting adjourned at 10.18 am for morning tea and reconvened at 10.31 am.*

#### **4.5 MDI Expressions of Interest**

*Cr Dawson declared a Conflict of Interest in this matter and did not participate in this discussion or vote on this matter, and left the meeting at 10.31 am.*

*The Group Manager: Planning, Community and Environment and Community Development Advisor spoke to this report.*

*Councillors then identified the following projects for inclusion in the resolution below:*

- *Ross Community Hall Enhancement.*
- *Kidsfirst Kindergarten at Franz Josef.*
- *St John's/DHB Facility at Haast.*
- *Westland High School Gym Upgrade.*
- *Hokitika-Westland RSA Proposed Facility.*

Moved Deputy Mayor Cox, seconded Cr Martin and **Resolved** that Council asks the following groups:

- **Ross Community Hall Enhancement**

- Kidsfirst Kindergarten at Franz Josef
- St John's/DHB Facility at Haast
- Westland High School Gym Upgrade
- Hokitika-Westland RSA Proposed Facility

to submit a full application to Council for consideration of MDI funding for final review prior to inclusion in the draft LTP 2015-2025.

*Cr Dawson returned to the meeting at 11.06 am.*

#### **4.6 Draft Psychoactive Substances Policy – Submissions Received**

*Cr Keenan declared an interest in this matter.*

*Cr Keenan spoke to her submission asking that the words “sale and supply” be removed from the draft and the Government be lobbied to further restrict the availability of psychoactive substances.*

Moved Cr Hope, seconded Deputy Mayor Cox and **Resolved** that:

- A) Council adopt the *Availability, Sale and Supply of Psychoactive Substances Policy*, which amends the permitted sales area in the draft policy to the business area of Hokitika bounded by Weld Street, Revell Street, Hamilton Street and Tancred Street; with the policy to be reviewed within 5 years.
- B) Council agree to work with Local Government New Zealand on any efforts to lobby Central Government for a total ban on the sale and supply of psychoactive substances in New Zealand, or for the ability for local Councils to institute such a ban within their territorial authority boundaries.

*Cr Keenan did not vote on this matter.*

#### **4.7 Draft Significance and Engagement Policy for Consultation**

*The Corporate Planner spoke to this report and circulated an amended copy of the report titled “Draft Significance and Engagement Policy for Consultation”.*

Moved Cr van Beek, seconded Cr Butzbach and **Resolved** that the Council approve the draft Significance and Engagement Policy for one month's public consultation (between 5 November and 5 December 2014).

*Cr Keenan recorded her vote against the motion.*

**5. MATTERS TO BE CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION'**

Moved Cr Martin, seconded Cr Butzbach and **Resolved** that Council exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 11.25 am.

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

**5.1 Confidential Minutes – 25 September 2014.**

**5.2 Dog Control Contract: Renegotiation Prior to Expiry**

**5.3 Haast Water Treatment Plant Contract Approval**

**5.4 Westroads Proposal**

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 this resolution are as follows:

Item No.	Minutes/ Report of	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.	Minutes	Confidential Minutes – 25 September 2014	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
2.	Report	Dog Control Contract: Renegotiation Prior to Expiry	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
3.	Report	Haast Water Treatment Plant Contract Approval.	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
4.	Report	Westroads Proposal	Good reasons to withhold exists under Section 7.	Section 48(1)(a)

Moved Cr Dawson, seconded Cr van Beek and **Resolved** that the business conducted in the “Public Excluded Section” be confirmed and the public be readmitted at 2.35 pm.

**MEETING CLOSED AT 2.35 PM**

Confirmed by:

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**Mike Havill**  
**Mayor**

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**Date**

**Next Meeting:**

27 November 2014 - Ordinary Council Meeting at Whataroa.

**MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF  
THE WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL  
CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 16  
OCTOBER 2014 COMMENCING AT 11.14 AM**

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**1. MEMBERS PRESENT**

Cr M.S. Dawson, Chair  
His Worship the Mayor, M.T. Havill  
Deputy Mayor P.M. Cox.

**Also in attendance:**

Cr A.R. Keenan.

**1.1 Apologies**

Nil.

**Also in Attendance for part of the meeting:**

T.L. Winter, Chief Executive; D.M. Maitland, Executive Assistant.

**1.2 Register of Conflicts of Interest**

The Register of Conflicts was circulated and an amendment was made by His Worship the Mayor as follows:

*His Worship the Mayor declared that he is a Director of Westland Holdings Limited.*

## **2. CONFIRMATION OF MINUTES**

### **2.1 Confirmation of Minutes**

#### **2.1.1 Executive Committee Meeting – 17 July 2014**

Moved Deputy Mayor Cox, seconded His Worship the Mayor and **Resolved** that the Minutes of the Meeting of the Executive Committee held on 17 July 2014 be confirmed as a true and correct record of the meeting.

## **3. PUBLIC FORUM**

There were no members of the public in attendance at the public forum section of the meeting.

## **4. BUSINESS**

### **4.1 Executive Committee Action Items**

The Committee then worked through the Action Listing of Informal and Formal Items and made changes as required.

Moved Mayor Havill, seconded Deputy Mayor Cox and **Resolved** that the changes to the action items be made and the listing be updated accordingly.

### **4.2 Executive Committee Workplan 2014-2015**

The Executive Committee Workplan for 2014-2015 was reviewed and it was noted:

- To align the project plan for the CCO implementation with the workplan.
- That the Director Appointment Policy be reviewed.

Moved Cr Dawson, seconded Deputy Mayor Cox and **Resolved** that the amendments to the Executive Committee Workplan for 2014-2015 be noted and implemented.



**4.3 August 2014 Financial Report - Cost of Service Statement for the period ending 31 August 2014**

It was noted that a forecast to year end column is required.

A general discussion was held regarding the financial report that was received:

- Planning
- Variance Reporting
- Forecasting.

Moved Cr Dawson, seconded His Worship the Mayor and **Resolved** that the above information be received and referred back to the Executive Team.

**4.4 CCO Review Implementation**

Moved Cr Dawson, seconded Deputy Mayor Cox and **Resolved** that the CCO Review Implementation be discussed in the Public Excluded Section of the meeting.

**4.5 Draft 2013-2014 Full Year Accounts from CCO's**

The Executive Committee noted that until such time as the subsidiaries are able to have their Annual General Meetings, this item be discussed in the Public Excluded Section.

**4.6 2013-2014 Annual Report**

It was noted that the Committee has had a meeting with Bede Kearney, Audit Director, Audit New Zealand regarding the 2013-2014 Annual Report.

His Worship the Mayor noted that the 2013-2014 Annual Report is progressing.

*The meeting closed at 11.58 am and reconvened at 12.30 pm.*

## 5. MATTERS CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION'

Moved Cr Dawson, seconded His Worship the Mayor and **Resolved** that Council exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 12.30 pm.

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

- 5.1 Confirmation of Minutes
- 5.2 Chief Executive's Annual Performance Review
- 5.3 CCO Draft Annual Reports
- 5.4 CCO Review Implementation Proposal
- 5.5 Westroads Proposal

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)(a) and (d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Minutes/ Report of	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
5.1	Minutes	Confirmation of Minutes of 17 July 2014	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
5.2	Report	CE's Annual Performance Review	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
5.3	Reports	CCO Draft Annual Reports	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
5.4	Report	CCO Review Implementation Proposal	Good reasons to withhold exists under Section 7.	Section 48(1)(a)
5.5	Report	Westroads Proposal	Good reasons to withhold exists under Section 7.	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or 7 of that Act which would be prejudiced by

the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

No.	Item	Section
5.1 & 5.2	Protection of privacy of natural persons/organisations.	Section 7(2)(a)
5.3, 5.4, 5.5	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(b)(ii)

Moved Deputy Mayor Cox, seconded His Worship the Mayor, and **Resolved** that the business conducted in the “Public Excluded Section” be confirmed and the public be readmitted at 4.00 pm.

**MEETING CLOSED AT 4.00 PM**

**Confirmed by:**

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**Cr Mark Dawson**  
**Chair**

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**Date**

# Memo



**DATE:** 27 November 2014  
**TO:** Council  
**FROM:** Chair of the Executive Committee

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## **EXECUTIVE COMMITTEE REPORT 16 OCTOBER 2014**

The Executive Committee held its third formal meeting on 16 October 2014. The agenda for the public section of the meeting was largely dealt with through an omnibus report from management. Most of the agenda was dealt with in the publically excluded section due to issues around commercial sensitivity and privacy.

The draft minutes of the Committee meeting are attached to this Council Agenda.

### **Omnibus Report**

#### **Action Items**

A number of matters raised previously were able to be deleted from the list of Action Items. The main area of work that remains outstanding was Insurance. The Committee requested these matters be progressed but also acknowledged that this work needs to be undertaken by the Finance team who are also focused on the Annual Report.

### **Executive Committee Workplan**

The workplan has some minor amendments made.

### **August 2014 Financial Report**

As the August report was not placed formally on Council's September meeting agenda it was received by the Executive Committee. The main area of discussion was the reliance Councillors could place on the phasing of the budgets, which is important for measuring performance. As previously noted, a forecast to year end would be more useful than a balance of remaining budget.

## **Annual Report**

It was noted that the Annual Report was on target to be adopted by the 31 October deadline. Subsequently that deadline has not been able to be met. Originally it had been hoped Councillors would receive a draft of the report by 30 September. The resourcing of the Finance team and other areas of Council was discussed in the public excluded section as part of the CE's performance review.

**Cr Mark Dawson**  
**Chair, Executive Committee**

# Report



**DATE:** 27 November 2014

**TO:** Mayor and Councillors

**FROM:** Community Development Advisor

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## UPDATE ON LOCAL ALCOHOL POLICY (LAP)

### 1.0 SUMMARY

- 1.1** The purpose of this report is to provide an update on the development of a Local Alcohol Policy (LAP), by reporting back to Council on the meeting of the Alcohol Working Party held 21 October 2014. Council approval is sought to defer production of a LAP until February 2015 at the earliest, in order to assess the outcome of Court challenges and to receive forthcoming guidance about drafting a LAP from Local Government New Zealand (LGNZ), and to continue the Alcohol Working Party for another year.
- 1.2** This issue arises from the 21 October 2014 meeting of the Alcohol Working Party, with members of the District Licensing Committee (DLC) and Council staff, in which the current situation regarding LAPs was discussed.
- 1.3** Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision. The matters raised in this report relate to those elements of the vision identified in the following table.

Vision	Achieved By
Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.	The Local Alcohol Policy relates to both policy and regulation.

<p>This will be achieved by:</p> <ul style="list-style-type: none"> <li>• Involving the community and stakeholders.</li> <li>• Delivering core services that meet community expectations and demonstrate value and quality.</li> <li>• Proudly promoting, protecting and leveraging our historic, environmental and natural resource base to enhance lifestyle and opportunity for future generations.</li> </ul>	<ul style="list-style-type: none"> <li>• A group of Councillors and interested stakeholders will explore the issues involved in a Local Alcohol Policy, and any Policy will be presented as a draft for community feedback prior to final approval by Council.</li> <li>• Local liquor licensing is a core service under current legislation, and the Local Alcohol Policy can ensure that it meets community expectations.</li> </ul>
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- 1.4** This report concludes by recommending that Council defer producing a Local Alcohol Policy until February 2015 at the earliest, until the decision on the Wellington City Council appeals hearing has been made available, and until LGNZ has developed their LAP guidance document for Councils. This report also recommends that the Alcohol Working Party continues for another year.

## 2.0 BACKGROUND

- 2.1** The Sale and Supply of Alcohol Act 2012 took effect on 18 December 2013. On 28 November 2013 the Council appointed a newly constituted Alcohol Working Party (consisting of Councillors Butzbach, Martin and Montagu) to continue the work of the previous triennium's Working Party, to work with staff to implement the requirements of the new Act. The Working Party was to operate through to 18 December 2014 with the following requirements:

- Consult with the liquor and hospitality industry widely and engage with the Police and Health Authorities for the purposes of the considering the best ways for the Council to meet the objectives of the act;

- Consider the Buller and Grey LAP model;
- Consider the need or not for a LAP;
- Consider the work and decisions of the DLC and report to Council if required.

**2.2** The Working Party has considered the work of the DLC. The DLC is chaired by Bryce Thomson, with Councillor Jim Butzbach as the Deputy Chair, and the other members consisting of Zelda Martin, Timothy Teen, and Richard Gardiner. The DLC has held one formal hearing since December 2013 and has issued over 100 licences and certificates in situations where no objections were received and therefore a hearing was not required. The report from the Secretary of the DLC to the Alcohol Regulatory and Licensing Authority (ARLA) is attached as **Appendix 4**.

**2.3** The Working Party has considered other Councils' progress with LAPs. The Tasman District Council's and Wellington City Council's LAPs have been appealed to ARLA by supermarkets and the Hospitality Association. In light of this, most Councils (including Grey and Buller) have placed their LAP development on hold.

**2.4** The Working Party has made progress, with Council staff assistance, in terms of initial discussions with key stakeholders about a potential LAP. The Council's Community Development Advisor has had discussions with representatives of the hospitality industry, Council's current licensing inspectors, staff at neighbouring Councils, NZ Police, and Community & Public Health. A summary of stakeholder views to date is provided in **Table 1** below.

**Table 1: Summary of initial stakeholder views on potential LAP**

<b>Stakeholder</b>	<b>Summary of views</b>
Stumpers Management	No problems inside – problems are on the street
Hospitality NZ	No need to change from current closing time of 4:00am
Community & Public Health	Have concerns about later closing times
Medical Officer of Health	On-licences should be limited to 8:00am-1:00am Off-licences should be limited to 9:00am-9:00pm



West Coast Police	Prefer a 1:00am closing except for special events
WDC Licensing Inspectors	No need for a LAP

- 2.5 Background information has also been assembled to inform the development of a potential LAP. Dr Brunton, Medical Officer of Health, released a report in November 2013 on *The Health Impacts of Alcohol in the Westland District*. Her conclusions and recommendations are tabled in **Appendix 1** to this report. Stephanie Rathbun, Hospitality NZ, released a report in September 2014 on *“Local Alcohol Policy in Westland.”* Her conclusion is tabled in **Appendix 2** to this report. Both full reports are available on request.
- 2.6 The Alcohol Working Party met with Council staff on 21 October 2014 (minus Councillor Montagu who was on leave), along with all members of the DLC except Timothy Teen, to discuss progress to date. The information above was discussed, and Council staff were requested to bring this report to the November Council meeting to update Council on progress to date and recommend a way forward.

### 3.0 CURRENT SITUATION

- 3.1 The decision on Tasman District Council’s appeals was recently released, with the appeals being dismissed. The decision was favourable for Councils, with the central finding that the definition of what is “unreasonable” is the only grounds for appeal. A key element of the decision was that the onus is on appellants to satisfy ARLA that the appealed element is unreasonable. Failure to do so means there is no necessity for the Territorial Authority to justify the element appealed against.
- 3.2 A decision on the Wellington City Council’s LAP is still awaited.
- 3.3 LGNZ is currently developing an LAP guidance document for Councils.
- 3.4 The Sale and Supply of Alcohol Act 2012 says that a LAP may include policies on any or all of the following matters, and no others:
- Location of licensed premises by reference to broad areas, or by reference to proximity to premises or facilities of a particular kind or kinds

- Whether further licences (or licences of a particular kind or kinds) should be issued for premises in the district concerned, or any stated part of the district
- Maximum trading hours
- The issue of licences, or licences of a particular kind or kinds, subject to discretionary conditions
- One-way door restrictions

**3.5** The Alcohol Working Party and key stakeholders appear so far to see the primary issue in Westland as relating to maximum trading hours, rather than any of the location / “density” issues faced in other parts of New Zealand, or the need for any “cap” on the number of licences.

## **4.0 OPTIONS**

**4.1** Develop a draft LAP now.

**4.2** Never develop a draft LAP.

**4.3** Defer any decision about a LAP until after the decision of the Wellington City Council’s appeal has been released and LGNZ have developed their LAP guidance document for Councils. This option will require a continuation of the Alcohol Working Party.

## **5.0 SIGNIFICANCE AND CONSULTATION**

**5.1** This issue has a moderate level of significance because Council must have regard to the likely impact from the perspective of the persons who will or who may be affected by decisions in a policy. There are many people in the District employed by the hospitality industry who will be affected by a LAP, as well as their customers.

**5.2** Preliminary consultation has been undertaken with some community stakeholders, and with the Alcohol Working Party and the DLC. Full public consultation (using the special consultative procedure) is required on any draft LAP before a final version is approved by Council.

## **6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)**

**6.1** In terms of Option One: Developing a LAP now means Council will not have the benefit of the experience that could be learned from the Wellington City Council’s appeal, or forthcoming LGNZ guidance for

Councils. Without this guidance, Council might end up having its LAP appealed to ARLA. The only advantage to this option would be that Council could be seen to be making faster progress on a LAP. This is not a preferred option.

**6.2** In terms of Option Two: Never developing a LAP means that Council would be deciding that consultation with the community on alcohol-related matters is not necessary, and that decisions on these matters (for example, any deviation from the national maximum opening and closing hours) will be made on a case-by-case basis. This would ignore the benefits provided by wide community input. Failing to put forward a consultation-tested Westland policy is likely to lead to continued costly and time-consuming community and interagency debate on many licence applications. This is currently occurring because some agencies such as NZ Police and Community & Public Health do not think that the current national default hours (e.g. 4am closing) are appropriate for everywhere in Westland. The no-LAP option is not a preferred option at this time, though this can be revisited at any point – for example, once LGNZ guidance is released and the outcome of the Wellington City Council LAP appeal is known.

**6.3** Deferring the decision about a LAP at this point in time will put Council in a better position to include the right clauses in its draft LAP policy before it goes to community consultation, because it will know more from forthcoming ARLA decisions on other Councils' LAPs and from forthcoming LGNZ guidance. The Council will also be in a better position to decide whether to proceed with a LAP at all. This is the preferred option.

**6.4** There are no financial implications for Council.

## **7.0 PREFERRED OPTION AND REASONS**

**7.1** That Council defer creating a Local Alcohol Policy until February 2015 at the earliest, until the decision on the Wellington City Council appeals hearing has been made available and LGNZ has developed their LAP guidance document for Councils. This would place Council in a better position to make decisions about a draft LAP.

## 8.0 RECOMMENDATION

- A) **THAT** Council defers creating a Local Alcohol Policy until February 2015 at the earliest to assess the outcome of the current appeals to ARLA on other Councils' Local Alcohol Policies, and to receive guidance from LGNZ about drafting a LAP.
- B) **THAT** Council approves the extension of the term of the Alcohol Working Party (Councillors Butzbach, Martin and Montagu) to 18 December 2015.

**Derek Blight**

**Community Development Advisor**

**Appendix 1: Dr Brunton's Conclusions and Recommendations.**

**Appendix 2: Stephanie Rathbun's Conclusion on behalf of Hospitality NZ.**

**Appendix 3: Westland District Council Annual Report and Return 2014**

## Appendix 1

### Dr Brunton's Conclusions and Recommendations:

“The West Coast and the Westland District are experiencing high levels of adverse health impacts from alcohol and there are high levels of risky drinking behaviours. The community also recognises that there is a range of problems associated with alcohol. There is community support for actions related to licensing that would help to reduce alcohol related harm, such as controls on trading hours, outlet numbers and locations, as well as one way doors and liquor bans. Development of a LAP will not solve all of the District's problems with alcohol but it is an opportunity to take action to help reduce alcohol-related harm and move closer to achieving the aims of the new legislation.”

## Appendix 2

Stephanie Rathbun's Conclusion on behalf of Hospitality NZ:

"The Westland Local Alcohol Plan needs to address alcohol related harm in a balanced well researched and practical way that targets the actual problems. The crucial issue for reducing alcohol harm is reducing consumer demand for alcohol. The location, density and opening hours of liquor outlets are not the real issue.

Our members believe there is no need to change the closing time from the current closing time of 4:00am or to add any further restrictions than what they are already adhering to under the Sale and Supply of Alcohol Act 2012.

The 24% of alcohol consumed in on-licence premises is generally done in a highly regulated and controlled environment. Pre-loading, side-loading and post-loading of cheap, readily available alcohol at home, in cars or on public places is the real challenge and should be the focus of the Draft Local Alcohol Policy."

## Westland DC Annual Report and Return 2014



FILE REF: LIQ 1.10

Westland District Council  
38 Weld Street  
Private Bag 704  
Hokitika 7842

Phone 03 756 9010  
Fax 03 756 9045  
Email [council@westlanddc.govt.nz](mailto:council@westlanddc.govt.nz)

30 September 2014

Secretary  
Alcohol Regulatory and Licensing Authority  
Ministry of Justice Tribunals Unit  
Level 1  
86 Customhouse Quay  
Wellington 6011

Dear Secretary

### **ANNUAL REPORT TO THE ALCOHOL REGULATORY AND LICENSING AUTHORITY: WESTLAND DISTRICT LICENSING COMMITTEE<sup>1</sup>**

Herewith is the Annual Report of the Westland District Licensing Committee, prepared pursuant to the provisions of Section 199 of the Sale and Supply of Alcohol Act 2012 for the year ended 30 June 2014. This has been a year of learning and transition as a result of the new legislation and accompanying regulations. We have done our best with the available guidance and training, and are more than happy to clarify or correct any information in this report which is deficient in any way.

#### **1. Overview of the Westland District Licensing Committee Workload**

- One District Licensing Committee has been appointed for Westland, as per Council resolution of 28 November 2013. The DLC consists of Chairperson Bryce Thomson (former Councillor) Deputy Chairperson Jim Butzbach (current Councillor), Zelda Martin (former licensee), Timothy Teen (former licensee) and Richard Gardiner (previous licensing inspector). Mr Thomson and Councillor Butzbach have both received the LGNZ DLC training.

<sup>1</sup> This report refers to the District Licensing Committee but includes information on the District Licensing Agency prior to its dissolution on 19 December 2013.

- I have been delegated the duties of Secretary of the DLC, as part of my role as Group Manager: Planning, Community and Environment. I understand that the Chief Executive of each Territorial Authority is still technically the Secretary of the DLC, which is why I sign my reports and licences as "For Secretary, Westland District Licensing Committee." If this is incorrect please advise me.
- In addition to myself, two staff members are actively involved in alcohol licensing duties as licensed inspectors: Edward Newman (Chief Licensing Inspector) and Warren Godfrey (Licensing Inspector). Both have undertaken training tailored to District Licensing inspection work, including training under the new Act. I intend to advertise shortly for an Environmental Health Officer, who will take over alcohol licensing duties from the two officers above, who are also building control inspectors.
- Our DLC is supported by two licensing clerks who also work on building consent, resource consent, and environmental health matters.
- The District Licensing Agency did not conduct a public hearing between 1 July and 18 December 2013. The District Licensing Committee has conducted only one public hearing since 19 December 2013. This was a public hearing in April 2014 in relation to an application for renewal (with variation) of an On Licence and an application for an Off Licence.
- The Alcohol Regulatory and Licensing Authority (ARLA) conducted a public hearing in Hokitika in February 2014 regarding an application for a General Manager's Certificate.

## **2. DLC Initiatives**

- The new Act has required a variety of new procedures. Aside from this, one initiative has been the production of a newsletter for licensed premises by all three West Coast DLCs along with the NZ Police and Community & Public Health. The first newsletter was issued in June 2014.

## **3. Local Alcohol Policy**

- Until 19 December 2013, the Westland District Licensing Agency Strategy Statement served as the DLA's Sale of Liquor Policy.
- In 2013 Council commenced active discussion with neighbouring TAs concerning the possibility of a joint Local Alcohol Policy (LAP).
- After the October 2013 elections, Council appointed a working party consisting of three Councillors to: consult with stakeholders and agencies to consider the best ways for the Council to meet with objectives of the Act; consider the Buller and Grey District Council's LAP models; consider the need or not for a Westland LAP; and consider the work and decisions of the DLC and report to Council if required.



- The above working party has had discussions with Council staff about a potential LAP and have been informed of the current situation regarding some significant appeals to other Councils' LAPs. In light of those appeals, the Council has not yet produced a Provisional LAP and does not expect to do so until after decisions on the Waimakariri District Provisional LAP and the Wellington City Provisional LAP.
- Progress has been made, however, in terms of initial discussions with key stakeholders about a potential LAP. The Council's Community Development Advisor has had discussions with representatives of the hospitality industry, Council's current licensing inspectors, the Council working party mentioned above, staff at neighbouring Councils, NZ Police, and Community & Public Health. Background information including a recent report on alcohol-related harm on the West Coast by the regional Medical Officer of Health has also been assembled to inform the development of a potential LAP.

#### **4. Current Legislation**

- Some applications are taking a considerable amount of time to progress through to a decision, as a result of the applicant not providing requested information in a timely manner. While these applications have been received as complete, the DLC inspectors and/or Police and/or Medical Officer of Health have asked for further information to inform their reports. This type of post-application clarification has increased as all parties have been familiarising themselves with new legislation. The Committee staff would like to know whether there is any possibility of having an expiration date for an application, to encourage efficient and timely provision of information by applicants in response to requests.
- Committee staff involved with enforcement and monitoring believe that the restrictions relating to sale and supply of alcohol on Anzac Day, Good Friday, Easter Sunday and Christmas Day are outdated and present enforcement challenges.

#### **5. Other Matters: Enforcement and Inspections, and Liaison with Other Agencies**

- The Council has two bylaws that relate to liquor. The first is the Westland District Wildfoods Festival and Other Events Bylaw (last reviewed in December 2009) that controls the taking of liquor into various parts of Hokitika during the Wildfoods Festival and other events. The second is a Liquor Bans Bylaw (last reviewed in February 2013) that provides for the banning of alcohol in public places during the Wildfoods Festival and other events as well as in the commercial and nearby residential areas of Hokitika at certain hours. This Bylaw may be reviewed soon to clarify some aspects of the liquor ban as well as to incorporate a liquor ban requested by communities outside Hokitika such as Franz Josef Township. Any review would proceed alongside and/or be informed by the development of a LAP.

- The Committee (and previously the Agency) has continued to be involved with inspections of licensed premises and has been instrumental in achieving voluntary suspensions and stand-downs. This has assisted in raising awareness of the statutory and community obligations of licences and managers to conduct their premises in a compliant manner.
- Committee staff meet regularly with their counterparts at other West Coast Councils, with NZ Police in Hokitika and elsewhere on the West Coast, and with the Medical Officer of Health and representatives of Community and Public Health. This liaison and information-sharing has been useful for the ongoing processing of alcohol-related applications, monitoring and enforcement issues, Local Alcohol Policy discussions, and the development of shared or similar forms under the new Act.

#### **6. Statistical Information**

- The annual return of statistics for the year ended 30 June 2014 is attached.
- A list of all licensed premises as of 30 June 2014 in the Westland District is attached.

Sincerely



**Jim Ebenhoh**

**Group Manager: Planning, Community and Environment  
for Secretary, District Licensing Committee**

Attachments:

Annual return of statistics for the year ended 30 June 2014

List of all licensed premises in the Westland District as of 30 June 2014

JE/FT

**WESTLAND DISTRICT TERRITORIAL AUTHORITY**  
**ANNUAL RETURN FOR APPLICATIONS RECEIVED FROM 1 JULY 2013 TO 18 DECEMBER 2013**

Type	Number of Applications Received	Number of Applications Determined	Number of Previously Unlicensed Premises	Total Territorial Authority Revenue (GST incl) (\$)	Total Fee Paid to ARLA (GST incl) (\$)
On-licence new	4	4	-	3173.20	507.04
On-licence variation	-	-	-	-	-
On-licence renewal	9	9	-	7139.70	1140.84
Off-licence new	3	3	-	2379.90	380.28
Off-licence variation	-	-	-	-	-
Off-licence renewal	3	3	-	2379.90	380.28
Club licence new	-	-	-	-	-
Club licence variation	-	-	-	-	-
Club licence renewal	-	-	-	-	-
GM Certificate	30	30	-	4050.00	644.10
GM Certificate renewal	29	29	-	3915.00	622.63
CM Certificate	-	-	-	-	-
CM Certificate renewal	-	-	-	-	-
<b>Subtotal</b>	<b>78</b>	<b>78</b>	<b>-</b>	<b>23,037.70</b>	<b>3675.17</b>
Special licence	25	25	-	-	-
Temporary Authority	-	-	-	-	-
<b>TOTAL</b>	<b>103</b>	<b>103</b>	<b>-</b>	<b>23,037.70</b>	<b>3675.17</b>

# **TERRITORIAL AUTHORITY: WESTLAND DISTRICT COUNCIL**

**ANNUAL RETURN FOR YEAR ENDING: 30 JUNE 2014**

## **On-licence, off-licence and club licence applications received:**

Application Type	Number received in Fee Category: Very Low	Number received in Fee Category: Low	Number received in Fee Category: Medium	Number received in Fee Category: High	Number received in Fee Category: Very High
On-licence new	2	1	1	2	-
On-licence variation	-	-	-	-	-
On-licence renewal	-	1	3	-	-
Off-licence new	-	-	-	-	-
Off-licence variation	-	-	-	-	-
Off-licence renewal	-	-	3	-	-
Club licence new	-	-	-	-	-
Club licence variation	-	-	-	-	-
Club licence renewal	-	-	-	-	-
<b>Total number</b>	<b>2</b>	<b>2</b>	<b>7</b>	<b>2</b>	<b>-</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$69.00</b>	<b>\$138.00</b>	<b>\$724.50</b>	<b>\$345.00</b>	<b>-</b>

## **Annual fees for existing licences received:**

Licence Type	Number received in fee category: Very Low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
On-licence	-	-	-	-	-
Off-licence	-	-	-	-	-
Club licence	-	-	-	-	-
<b>Total number</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note: The Group Manager: Planning, Community and Environment; acting under delegation as Secretary of the Westland District Licensing Committee; decided not to charge annual fees for existing licences between 18 December 2013 and on or before 1 July 2014 in accordance with Regulation 16 of the Sale and Supply of Alcohol (Fees) Regulations 2013. This was not a formal Council resolution. Apologies for any oversight in this regard, as the Group Manager took up this position in January 2014 and has been catching up with the details of the new Act since then.

**Managers' certificate applications received:**

	Number received
Manager's certificate new	15
Manager's certificate renewal	33
<b>Total number</b>	<b>48</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$1380.00</b>

**Special licence applications received:**

	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
Special licence	-	8	18

**Temporary authority applications received:**

	Number received
Temporary authority	4

**Permanent club charter payments received:**

	Number received
Permanent club charter payments	-

Business Name	Address1	Address2	Address3
BB	PO Box 69	Prinz Josef 7856	
Alice May	PO Box 54	Prinz Josef 7856	
Beachfront Hotel Hokitika & Super Liquor Hokitika	111 Revell Street	Hokitika 7810	Kumara
Bridge Bar & Café	206A Taramakau Highway	RD 1	
Café 39	PO Box 48	Hokitika 7842	
Café Neve	PO Box 71	Fox Glacier 7859	
Café de Paris	19 Turner Street	Hokitika 7810	Reas
City Hotel	1333 Haurangi Highway	RD 1	
Cook Shille Café and Saloon	PO Box 29	Fox Glacier 7859	
Discretion Fox Glacier	PO Box 90	Fox Glacier 7859	
Ents of Revell Café	105 Revell Street	Hokitika 7810	
Empire Hotel	19 Aylmer Street	Reas	
Fantail Café	PO Box 60	Hokitika 7810	
Fat Pipi Pizzas	49 Revell Street	Hokitika 7810	
Fox Glacier Inn 2011	PO Box 150	Fox Glacier 7859	
Frans Josef Oasis	PO Box 138	Frans Josef 7856	
Full of Beans Café	PO Box 137	PO Box 660	Christchurch 8140
Haut River Top 10	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Haut World Heritage	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Headland Hotel Fox Glacier	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Headland Hotel Franz Josef Glacier (Mueller Wing)	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Headland Hotel Glacier Country	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
High Peaks Bar and Restaurant	PO Box 5	Fox Glacier 7859	
Holms Café	PO Box 38	Fox Glacier 7859	
Hotel Hart Hart	C/- Goodman Tarendale Road	PO Box 442	Christchurch 8140
Kanieri Hotel	289 Kanieri Road	Hokitika 7811	
King Tiger Restaurant & Bar	PO Box 76	Prinz Josef 7856	
Kokosha Hotel	113 Upper Kokosha Road	RD 1	Hokitika 7881
Kathleen Café	PO Box 86	Fox Glacier 7859	
Otera Hotel	80 Gibsons Quay	Hokitika 7810	
Pioneer Hotel	68 Marlborough Street	Greytown	
Priya Indian Restaurant	PO Box 130	Hokitika 7842	
Railway Hotel	C/- Liquor Licensing Bureau (South Island) Ltd	PO Box 182	Arrowtown
Rain Forest Retreat	PO Box 139	Hokitika 7842	
Royal Mail Hotel Woodstock	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Scenic Hotel Franz Josef Glacier	C/- Lake Paringa Postal Agency	South Woodland	
South Westland Salmon	PO Box 62	Hokitika 7842	
Stations	84 Revell Street	Hokitika 7810	
Stella Café - Delicatessen & Cheryery	PO Box 35	Hokitika 7842	
Swampers Bar & Café	C/- Menzies Williams, Solicitors	PO Box 660	Christchurch 8140
Te Woonui Forest Retreat	PO Box 76	Prinz Josef 7856	
The Landing Bar	PO Box 128	Fox Glacier 7859	
The Last Kitchen	81 Scollon Street	Kumara 7832	
Theatre Royal Hotel	PO Box 188	Hokitika 7842	
West Coast Wine Company	PO Box 37	Hokitika 7842	
West Wood Lodge	PO Box 76	Hokitika 7842	
de Westland Landings	PO Box 23	Prinz Josef 7856	
Blue Ice Café	PO Box 65	Prinz Josef 7856	
Ferrigno Foodcentre	143 Fisherbert Street	Hokitika 7810	
Fisherbert Street Four Square Supermarket	PO Box 25	Hokitika 7842	
Haut Beach General Store	PO Box 55	Hokitika 7842	
Haut Food & Accommodation Centre	PO 102	Hokitika 7810	
Hokitika Chartered Club	116 Revell Street	Hokitika 7863	
Hokitika New World	PO Box 24	Hokitika 7810	
Pukete Store and Café	140 Stafford Street	Hokitika 7810	
Stafford Street Four Square	242 Stafford Street	Hokitika 7810	
TR's Store	69 Scally Road	Weston 7886	
White Horse Store & Treasuries			

# Report



**DATE:** 27 November 2014

**TO:** Mayor and Councillors

**FROM:** Group Manager: Planning, Community and Environment

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## CONFIRMATION OF CONTRIBUTION TO FOX GLACIER COMMUNITY CENTRE FROM RESERVE DEVELOPMENT FUNDS

### 1.0 SUMMARY

- 1.1** The purpose of this report is to ask Council to pass a resolution so that the Fox Glacier Community Development Society can uplift the \$200,000 in Reserve Development Funds allocated to them in the 'Getting Real' Annual Plan 2013/2014 for their new community centre.
- 1.2** This issue arises from an urgent request from the Fox Glacier Community Development Society for access to this funding, as construction for their new community building commences in 2015, and because the \$200,000 allocation was not carried forward from the 2013/14 Annual Plan to the 2014/15 Plan.
- 1.3** Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision. The matters raised in this report relate to those elements of the vision identified in the following table.

Vision	Achieved By
Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.	<ul style="list-style-type: none"><li>Supporting the development of community infrastructure.</li></ul>
This will be achieved by:	<ul style="list-style-type: none"><li>Supporting community engagement and action by</li></ul>

<ul style="list-style-type: none"> <li>• Involving the community and stakeholders.</li> <li>• Delivering core services that meet community expectations and demonstrate value and quality.</li> <li>• Proudly promoting, protecting and leveraging our historic, environmental and natural resource base to enhance lifestyle and opportunity for future generations.</li> </ul>	<ul style="list-style-type: none"> <li>• providing assistance for a community centre</li> <li>• Providing assistance for a community centre.</li> </ul>
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- 1.4** This report concludes by recommending that Council agree to provide the \$200,000 in Reserve Development Funds allocated in the 2013/14 Annual Plan to the Fox Glacier Community Development Society for the purpose of the new Fox Glacier Community Centre.

## **2.0 BACKGROUND**

- 2.1** The Fox Glacier community have been fundraising for their new community centre for about 6 years. The new Fox Glacier Community Centre was included as a project in the Long Term Council Community Plan 2009-2019.
- 2.2** In the 2013/14 Annual Plan, \$200,000 in reserve development funds was allocated to the Fox Community Centre, along with \$100,000 for Harihari Community Facility, \$100,000 for Franz Josef Urban Revitalisation Plan, \$55,000 for Franz Josef Cycle Trail, and \$12,000 for Whataroa Playground.
- 2.3** In 2013/14, only the Whataroa Playground funds and part of the Franz Josef Cycle Trail funds were drawn down. The remaining funding was agreed by Council at its September meeting to be carried forward to 2014/15, with the exception of the Fox Community Centre funding of \$200,000. This appears to have been an administrative oversight.
- 2.4** Reserve development funds are collected by the Council under the Financial Contributions provisions of the District Plan, as "Contribution



Towards Recreation Facilities,” with the following purpose as stated in Section 7.7.12 of the District Plan: “To upgrade public recreational facilities and reserves for public recreation and enjoyment where a subdivision results, or will result, in additional housing or commercial or industrial activities either in the urban or rural policy units.”

- 2.5** The new Community Centre will provide a place where the community can gather for any event and in any weather. The high rainfall combined with no community facilities to cater for indoor events are said to be reasons why new people do not settle in Fox Glacier for longer periods of time. The new Community Centre is expected to slow the high rate of turnover of new people who come to be employed in the tourism industry in Fox Glacier.
- 2.6** At its August 2014 meeting, the Council signalled its support for the Fox Community Centre project by asking the Chief Executive to prepare and enter into a legal agreement with Fox Glacier Community Development Society to ensure that any financial risks associated with the project are solely the responsibility of Fox Glacier Community Development Society. This was an important step for Council in ensuring that the DWC-approved MDI funding could be transferred to this project.

### **3.0 CURRENT SITUATION**

- 3.1** The \$200,000 in reserve development funds is the last remaining funding source to be confirmed before construction of the Fox Community Centre can begin in 2015. The full list of funding sources for the Community Centre is as follows:

**Table 1: Source of Funds for Fox Community Centre**

Source of funds	Amount	Status
MDI funds from Development West Coast	\$1,000,000	Approved
Lottery Community Facility Fund	\$390,860	Approved
Local fund raising and local pledges	\$230,000	Now available
Westland District Council 2013/14 Annual Plan	\$200,000	Confirmation being sought

## 4.0 OPTIONS

- 4.1 Pass a resolution to release the reserve development funds for construction of the Fox Community Centre.
- 4.2 Do not pass a resolution to release the funds.

## 5.0 SIGNIFICANCE AND CONSULTATION

- 5.1 This has a low level of significance for Council. The amount requested is large (\$200,000), however this was approved in the 2013/14 Annual Plan. The fact that it was not carried forward to 2014/15 is the result of an administrative oversight.
- 5.2 Consultation has been undertaken on this project. In 2009, as part of the development of the Long Term Council Community Plan, Council received 96 submissions in support of the Fox Glacier Community Centre. This resulted in successful application to Development West Coast for \$1 million in MDI funding.

## 6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 The advantage of approving the \$200,000 in reserve development funds for the Fox Community Centre is that the Fox Glacier Community Development Society will then have its full budget to begin construction. This decision will confirm Council's decision in the 2013/14 Annual Plan and will correct an administrative oversight in not carrying forward the \$200,000 to the 2014/15 Annual Plan. There are no known disadvantages to this option other than reducing the amount of reserve development funds otherwise available for other projects. **This is the preferred option.**
- 6.2 The disadvantage of not providing the funds is that there will be a funding shortfall for the Fox Community Centre, which will hinder construction of this facility. The possible advantage is that the \$200,000 in reserve development funds could be made available for other, as-yet-unknown projects.
- 6.3 The starting balance as of 1 July 2014 for the Reserve Development Funds reserve in the 2014/15 Annual Plan was \$647,000. This is adequate to fund the carryovers already approved as well as the \$200,000 for Fox

Community Centre, leaving \$187,000 remaining for any future projects before any new contributions in 2014/15.

## **7.0 PREFERRED OPTION AND REASONS**

- 7.1** That Council agrees to provide the Fox Glacier Community Development Society with the \$200,000 of reserve development funds for the Fox Glacier Community Centre that was allocated in the 2013/14 Annual Plan. This will correct an administrative oversight in not carrying this funding over to the 2014/15 Annual Plan, and will ensure that construction of the important new community facility proceeds.

## **8.0 RECOMMENDATION**

- A) THAT** Council agrees to provide the Fox Glacier Community Development Society with the \$200,000 of reserve development funds for the Fox Glacier Community Centre that was allocated in the 2013/14 Annual Plan.

**Jim Ebenhoh**

**Group Manager Planning, Community and Environment**

# Report



**DATE:** 27<sup>th</sup> November 2014

**TO:** Mayor and Councillors

**FROM:** Operations Manager

---

## SCHOOL ROAD SAFETY – WESTLAND DISTRICT

### 1.0 SUMMARY

- 1.1** The purpose of this report is to consider road safety outside schools in Westland District.
- 1.2** This issue arises as a result of a number of approaches from members of the public and schools to elected members and Council staff expressing concern with regard to road safety at schools within Westland District.
- 1.3** Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision set out in the Long Term Plan 2012-22. The matters raised in this report relate to those elements of the vision identified in the following table.

Vision	Achieved By
Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.  This will be achieved by: <ul style="list-style-type: none"><li>• Involving the community and stakeholders.</li><li>• Delivering core services that meet community expectations</li></ul>	<ul style="list-style-type: none"><li>• Consulting with school communities with regard to road safety at schools and evaluating the adjacent road environment.</li></ul>

<p>and demonstrate value and quality.</p> <ul style="list-style-type: none"> <li>• Proudly promoting, protecting and leveraging our historic, environmental and natural resource base to enhance lifestyle and opportunity for future generations.</li> </ul>	
---	--

- 1.4** This report concludes by recommending that Council consults further, and in more detail, with School Principals and Board of Trustees throughout Westland District. It also concludes that a comprehensive evaluation of road environments outside schools within the District is undertaken and reported back to Council.

## **2.0 BACKGROUND**

- 2.1** School road safety is the responsibility of everyone and needs commitment from parents, teachers, respective Board of Trustees, and Council along with road safety professionals to address the issues.
- 2.2** The safety of students travelling to and from schools is one of the most important issues for communities. Road environments around schools are complex and children are not always equipped to deal with the challenges.
- 2.3** Each school faces unique road safety issues based on location and the surrounding environment. The appropriate road safety solution for each school is likely to be different and may require a number of approaches and possible solutions to improve road safety.
- 2.4** For urban schools, road safety risk may take the form of an un-safe intersection or inadequate crossing points for pedestrians and cyclists. For rural schools, bus stops on the route or high risk intersections may be the areas of concern.
- 2.5** In urban areas the safety of children walking or cycling to school are often a high priority whereas in rural environments issues tend to be associated with car travel and students getting to and from buses.

### 3.0 CURRENT SITUATION

- 3.1** At its October 2014 meeting Council requested that staff prepare a report for the November 2014 meeting which addresses school road safety in Westland District.
- 3.2** A consultation email was sent to School Principals in Westland District by Council's Operations Manager on 6<sup>th</sup> November 2014 outlining this report and requested their feedback. A copy of this email is attached as **Appendix 1**.
- 3.3** Five responses were received from the 12 schools consulted within Westland District. A copy of the responses is attached as **Appendix 2**. **Table 1** below gives a brief summary of the concerns from the responses received.

**Table 1 – School Responses and Concerns Summary**

School	Area	Urban/Rural	Submission	Concern
Kumara Primary	Kumara	Urban	No	
Hokitika Primary	Hokitika	Urban	Yes	Inadequate crossing
St Marys Primary	Hokitika	Urban	Yes	Speed and parking
Westland High	Hokitika	Urban	No*	Lack of crossing
Kaniere	Kaniere	Urban	Yes	Speed and parking
Kokatahi/Kowhitirangi	Kokatahi	Rural	No	
Ross Primary	Ross	Urban/SH6	Yes	Speed
South Westland Area	Harihari	Urban	Yes	Speed and bus route
Whataroa	Whataroa	Urban	No	
Franz Josef	Franz Josef	Urban/SH6	No*	Lack of footpath
Fox Glacier	Fox Glacier	Urban	No	
Haast	Hannahs Clearing	Rural	No*	Speed past the school

\* Indicates previous communication with the school regarding safety concerns

- 3.4** NZTA have developed a document titled "Safer Journeys for Rural Schools". This document is a comprehensive set of possible safe system solutions for schools and Road Controlling Authorities (RCA's).
- 3.5** The Safer Journeys publication provides a nationally consistent approach to improving safety on the journey to and from school. The document guides RCA's to assess risk for schools and prioritise actions to reduce the risk through standard planning and investment processes.
- 3.6** The Safer Journeys document would provide the basis for the detailed evaluation of roading environments adjacent to schools.

- 3.7 It is essential that any evaluation is carried out accurately as the resulting precedents and cost implications to Council could be significant.
- 3.8 Work is committed in the 2014/15 financial year to construct a pedestrian refuge at the pedestrian crossing at Hokitika Primary School and to improve warning signage at Hannahs Clearing for the Haast School. The outcomes from any detailed evaluation would not effect this programmed work.

#### 4.0 OPTIONS

- 4.1 **Option 1:** Council resolves not to proceed with any further evaluation of road safety past schools in Westland District.
- 4.2 **Option 2:** Council consults in more detail with School Principals and Board of Trustees throughout Westland District and staff undertake a comprehensive evaluation of road environments in the vicinity of schools within the district.

#### 5.0 SIGNIFICANCE AND CONSULTATION

- 5.1 This matter, in accordance with Council's policy of significance, is deemed to be of moderate significance. The roading network is a strategic asset and the degree of impact on the community, individuals or groups can be potentially high, as is the degree of public interest with regards to road safety and schools.
- 5.2 No formal public consultation procedure is required. However, consultation has occurred with the various schools within Westland District. Playgroups and pre-schools were not consulted as part of this process but will be included if Council supports the recommendations.

#### 6.0 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 **Option 1:** Given the high degree of public interest with regard to road safety, in particular past schools, this is **NOT** the preferred option.

The only advantage of proceeding with this option is that there would be no staff time required and no potential financial implication.

- 6.2    Option 2:** Council undertakes further consultation and a detailed evaluation of road environments within the vicinity of respective schools and includes pre-schools and kindergartens in the process.

The financial implications with this option are not significant as the evaluation and report will be prepared in house by existing District Assets Staff. It is recommended that the resulting report be peer-reviewed by an external consultant experienced in road safety. This is estimated to cost approximately \$2,500 and can be accommodated within existing budgets.

Any future capital works that may be required as a result of this option would be absorbed within the 2015-2018 Land Transport Programme for Westland District Council.

This is **THE PREFERRED** option.

## **7.0    PREFERRED OPTION AND REASONS**

- 7.1    Option 2 is the preferred option.**

The safety of students travelling to and from schools is one of the most important issues for communities. School road safety is the responsibility of everyone and needs commitment from parents, teachers, Board of Trustees, and Council. Council should take the lead in ensuring this is seriously considered and evaluated.

## **8.0    RECOMMENDATIONS**

- A)    THAT** Council consults in more detail with School Principals and Board of Trustees throughout Westland District with regard to road safety past their respective schools, kindergartens and pre-schools.



- B) **THAT** Council requests that staff undertake a comprehensive evaluation of road environments in the vicinity of schools within the district

**Peter Anderson**  
**Operations Manager**

**Appendix 1:** Principal Consultation Email  
**Appendix 2:** Email Responses from Schools

### Peter Anderson

---

**From:** Peter Anderson  
**Sent:** Thursday, 6 November 2014 2:43 p.m.  
**To:** 'Karen Payne'; office@stmaryshok.school.nz; office@westlandhigh.school.nz; 'office11@kumara.school.nz'; 'office@kaniere.schoolzone.net.nz'; Kath Martin; 'principal@ross.schoolzone.net.nz'; 'principal@whataroa.school.nz'; 'principal@foxglacier.school.nz'; 'office@haast.school.nz'; 'rose@kokatahi.schoolzone.net.nz'; 'mainoffice@southwestlandarea.school.net.nz'  
**Cc:** Vivek Goel  
**Subject:** Schools in Westland District - Road Safety : Attention - The Principal  
**Attachments:** safer-journeys-for-schools.pdf; rural-schools-guide-overview.pdf; safer-journeys-for-rural-schools.pdf

Good afternoon,

For some time now Councillors and Council staff have been approached by various parties and organisations expressing concern with regard to road safety outside schools in Westland District. These concerns are generally associated with, but not limited to, speed, parking and crossings.

At the October Council Meeting last Thursday Councillors requested that staff prepare a report for their meeting on 27<sup>th</sup> November which considers Traffic Safety at Schools in Westland District. The basis of this report will be structured around the three NZ Transport Agency Documents attached to this email and evaluation of the schools accordingly.

An important part of the process in preparing this report is to not just focus on theory but to also understand the concerns of the schools themselves, hence this email to you.

I understand that you are busy and that ideally you would have the opportunity to discuss this issue with your Board of Trustees but it would be appreciated if you could provide me with any concerns, comments, or observations with regard to road safety in the vicinity of your school by **5pm on Thursday 13<sup>th</sup> November 2014**.

The outcome of this report will not necessarily result in significant capital expenditure or changing of speed limits immediately, if at all, but it will allow Council to prioritise its focus in the appropriate areas. This is particularly important as Council is currently preparing its 10 Year Long Term Plan which documents Councils future direction, financial forecasts and levels of service provided for all council activities.

Thanks in advance of your reply.

Peter.

**Peter Anderson**  
Operations Manager  
Westland District Council

36 Weld Street, Private Bag 704, Hokitika 7842 | [www.westland.govt.nz](http://www.westland.govt.nz)  
DDI +64 3 756 9032 | M +64 27 222 4443 | F +64 3 756 9045 | [peter.anderson@westlanddc.govt.nz](mailto:peter.anderson@westlanddc.govt.nz)  
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## Appendix 2

### Peter Anderson

---

**From:** Tom & Julia <tjmt@clear.net.nz>  
**Sent:** Tuesday, 11 November 2014 12:17 p.m.  
**To:** Peter Anderson  
**Cc:** Kath Martin  
**Subject:** Fwd: Schools in Westland District - Road Safety : Attention - The Principal  
**Attachments:** HPS ped crossing parent comments.pdf

Pete,

Thanks for the further conversation this morning. Attached is the letter we received from a concerned parent outlining the issues as he sees them, and also my text from the original e-mail I sent:

"Pete,

Thanks for the phone conversation with regards the pedestrian crossing over Park Street at Hokitika Primary School. As discussed please find attached comments from a concerned parent which has brought the issue to the Board's attention again. Note that the views in the letter are those of a parent rather than the Board itself, however the Board concurs with the general principle that the crossing needs to be brought up to current standards for the management of vehicular traffic and pedestrians.

We acknowledge that Council has been aware of this issue for some time and has engaged with the Board in the past (the concept drawing is dated 2006) but in part due to a lack of continuity on the Board's part the project has not progressed beyond a concept.

Further to your e-mail to John Reed last year the Board agrees in principle with the general concept presented in the drawing attached and wishes to see the project progress as soon as funding allows. It would be great if you were able to provide us with some advice as to where the project sits priority wise in the list of minor safety projects you refer to and when you might expect the project to proceed.

Regards,

Tom Hopkins  
for Hokitika Primary School Board of Trustees"

Regards,

Tom

**From:** [Kath Martin](#)  
**Sent:** Thursday, November 06, 2014 7:24 PM  
**To:** [Bronwyn](#) ; [Gavin](#) ; [Hamiria](#) ; [Liam Anderson](#) ; [Sonja](#) ; [Susan](#) ; [Tom & Julia](#)  
**Subject:** Fwd: Schools in Westland District - Road Safety : Attention - The Principal

Tom - would you like to reply to this one?

Or simply attach the letter .....

Regards

K  
Kath Martin

*Principal  
Hokitika Primary School  
230 Park Street  
Hokitika*

*ph 03 7557400*

----- Forwarded message -----

From: Peter Anderson <[peter.anderson@westlanddc.govt.nz](mailto:peter.anderson@westlanddc.govt.nz)>

Date: Thu, Nov 6, 2014 at 2:42 PM

Subject: Schools in Westland District - Road Safety : Attention - The Principal

To: Karen Payne <[principal@stmaryshok.school.nz](mailto:principal@stmaryshok.school.nz)>, "office@stmaryshok.school.nz" <[office@stmaryshok.school.nz](mailto:office@stmaryshok.school.nz)>, "office@westlandhigh.school.nz" <[office@westlandhigh.school.nz](mailto:office@westlandhigh.school.nz)>, "office11@kumara.school.nz" <[office11@kumara.school.nz](mailto:office11@kumara.school.nz)>, "office@kaniere.schoolzone.net.nz" <[office@kaniere.schoolzone.net.nz](mailto:office@kaniere.schoolzone.net.nz)>, Kath Martin <[principal@hokitika.school.nz](mailto:principal@hokitika.school.nz)>, "principal@ross.schoolzone.net.nz" <[principal@ross.schoolzone.net.nz](mailto:principal@ross.schoolzone.net.nz)>, "principal@whataroa.school.nz" <[principal@whataroa.school.nz](mailto:principal@whataroa.school.nz)>, "principal@foxglacier.school.nz" <[principal@foxglacier.school.nz](mailto:principal@foxglacier.school.nz)>, "office@haast.school.nz" <[office@haast.school.nz](mailto:office@haast.school.nz)>, "rose@kokatahi.schoolzone.net.nz" <[rose@kokatahi.schoolzone.net.nz](mailto:rose@kokatahi.schoolzone.net.nz)>, "mainoffice@southwestlandarea.school.net.nz" <[mainoffice@southwestlandarea.school.net.nz](mailto:mainoffice@southwestlandarea.school.net.nz)>  
Cc: Vivek Goel <[vivek.goel@westlanddc.govt.nz](mailto:vivek.goel@westlanddc.govt.nz)>

Good afternoon,

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Thanks in advance of your reply.

Peter.

**Peter Anderson**  
Operations Manager  
Westland District Council

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## ST MARY'S PRIMARY SCHOOL

13<sup>th</sup> November 2014

Dear Peter

Thank you for the opportunity to share traffic concerns for St Mary's School.

I am on Road Patrol daily with two senior students and find that many cars do not slow down or stop when approaching our pedestrian crossing.

To make us more visible we wear high visible vests and /or coats and hold traffic wands. The traffic wands are more effective on an overcast or rainy day.

The 'lollipop' signs on top of the poles are faded; replacing these might help with visibility.

In the morning and sometimes after school especially if it is raining, cars park on the yellow lines.

The parallel parking causes problems most days as cars need to reverse out onto the road to see if there is any traffic coming. This in turn often causes traffic swerving to avoid the reversing vehicle.

If the parallel parking were to go, the visibility would be improved for all concerned.

If you require further information or clarification, please don't hesitate to contact me.

Yours Sincerely

Karen Payne

Principal

---

Phone: 03 755 6133 Fax: 03 755 8730

Email: [office@stmaryshok.school.nz](mailto:office@stmaryshok.school.nz)

87 Sewell Street  
HOKITIKA 7810

Kaniere School  
16 Camp Street  
KANIERE

Peter Anderson  
Operations Manager  
Westland District Council  
36 Weld Street  
HOKITIKA

Dear Peter,

It is a very timely approach from the Westland District council concerning roading issues for our school.

We have recently been discussing this topic in our Board meetings and have several safety issues that we would like to see resolved.

I have listed our major concerns below, but would welcome a visit from you to discuss the issues on site.

### **Carparking**

The end of Camp St is an area of heavy usage during pick up and drop off for both the school and Playcentre. There is poor surfacing at the top end and we would like to see the road reserve fully paved to it's full width right to the back boundary of the school, see image below, area marked in purple. It is currently unsafe for our children with cramped parking conditions, made worse by not having enough parking as well. It would also help if parking was marked.

The board feels that if the road reserve was fully utilized we would see less congestion and a safer environment for our children arriving and leaving school.



**One Way System/Visibility**

We are wondering if Camp St, through to St Albans St should be made "one way" as exiting St Albans St onto the Kaniere Rd is safer than the exit from Camp St. We do have a mirror at the end of Camp St but in the winter it is often covered in moisture and unusable.

**Speed Restrictions**

We would like to see lower speeds from the Garage on Kaniere Rd to the turnoff to Lake Kaniere, as large numbers of cars are turning onto this road, with cars and tankers moving through here at high speed. Both exits from the school have poor visibility for turning. This could be a flashing speed sign such as they have at Paroa, that could be turned on at certain high usage times of the day.

We would also like to see the speed limit on Camp Street and St Albans lowered to 20kph during high usage times of the day.

**Kaniere Rd layby**

We would like to see Kaniere Rd widened between St Albans St and just beyond Camp St to allow room for cars to pull over into a layby.

These are the immediate issues that we would like to see addressed in the annual plan and we would welcome a visit from yourself or one of your staff to discuss the above. Please call me to discuss a suitable time noting that term 4 finishes on the 18<sup>th</sup> of Dec.

We are excited that the council is taking such a proactive approach to ensuring the safety of our children and their families.

Best regards,

Lorrayne Alexander  
Principal



**Peter Anderson**

---

**From:** lynley hargreaves <ldh17@uclive.ac.nz>  
**Sent:** Tuesday, 11 November 2014 11:33 a.m.  
**To:** Peter Anderson  
**Subject:** Ross school traffic concerns

Dear Peter,

I am on the Ross School Board of Trustees and am replying to your letter regarding traffic concerns. Because half of our students travel to and from school on the bus, many of our safety concerns relate to vehicle speeds passing the stationary school bus outside of Ross.

Inside the Ross township there is significant concern from within the parent community that Stewart Street is being used as a 'short cut' by some local speeding drivers. Because there are no footpaths along here, and many children and families use the road, this is a significant area of concern.

In the area around the school we also have concerns with drivers speeding along the main highway. It is possible that better schoolzone signage could help address this issue although it's important to note that the signs which operate during particular times (eg 3pm-3.15pm) may not be what is needed because traffic concerns are not limited to just before and after school. Ross children use the school playground and surrounding area outside of school hours and are just as likely to be crossing the State Highway unsupervised at other times. We would welcome any measures to keep vehicles under the speed limit all of the time.

In addition, there appear to be a number of North-bound tourist vehicles which turn down Gibson Street because they see the sign pointing to an upcoming left turn in the State Highway and mistakenly turn early. This is the street where the school bus and driving parents collect children and it may be that more clarity in the signs would stop tourists from coming in here and then turning around.

I'd be happy to attend any Ross meetings on traffic safety issues.

All the best,  
Lynley Hargreaves  
037554227

**Peter Anderson**

---

**From:** Colin Lindsay <colin@swas.ac.nz>  
**Sent:** Wednesday, 12 November 2014 9:20 a.m.  
**To:** Peter Anderson  
**Subject:** From SWAS road safety

Hi Peter,

I'm Colin Lindsay and I'm going to revamp our health and safety procedures over the next year or so. Ross passed you email on to me.

I have been a school bus controller and driver for the last 25 years at Maniototo Area School and Karamea Area School so I know school buses. I had a yarn to one driver this morning and a group of kids yesterday.

The single biggest concern is the speed of cars passing the stationary buses. The tour buses are great, the trucking companies are very good and the local cars are generally ok. Tourists are the problem. The roads are narrow there are big water tables and little room for school buses to pull off the road. The 20km per hour rule simply is not known by visitors and they are dangerous. Policing it would be little more than revenue collecting because they are one off visitors.

We need a place to get the bus off the road at every stop on the main road. The other possibility (I didn't say this) is that parents are required to pick their kids up from the nearest safe pull off place. This was easy to do on the Maniototo because we had space a plenty and impossible at Karamea but there were few tourists at either of those locations. It is a tangible solution. I would have to do the runs with the bus drivers to see where some road construction work was required but that might give you something to think about. There might not be that many places requiring work but I pass the bus going north and it is never off the road when stationary. Signs might help (20 Km when passing stationary school bus). It's difficult to get more signage on the main highways.

There are specific concerns about the driving of tourists on Mt Hercules but policing one day will have no effect on the drivers the next day because they will be different people.

Sorry this is a bit rushed but I've done my best to reply in the short time frame.

Cheers  
Colin