

I hereby give notice that an Ordinary Council Meeting of the Grey District Council will be held:

**Date:** Monday 13 May 2024  
**Time:** 4:00pm  
**Venue:** Council Chambers, 105 Tainui Street, Greymouth

Paul Pretorius  
Acting Chief Executive

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# ORDINARY COUNCIL MEETING

## AGENDA

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**Members:**

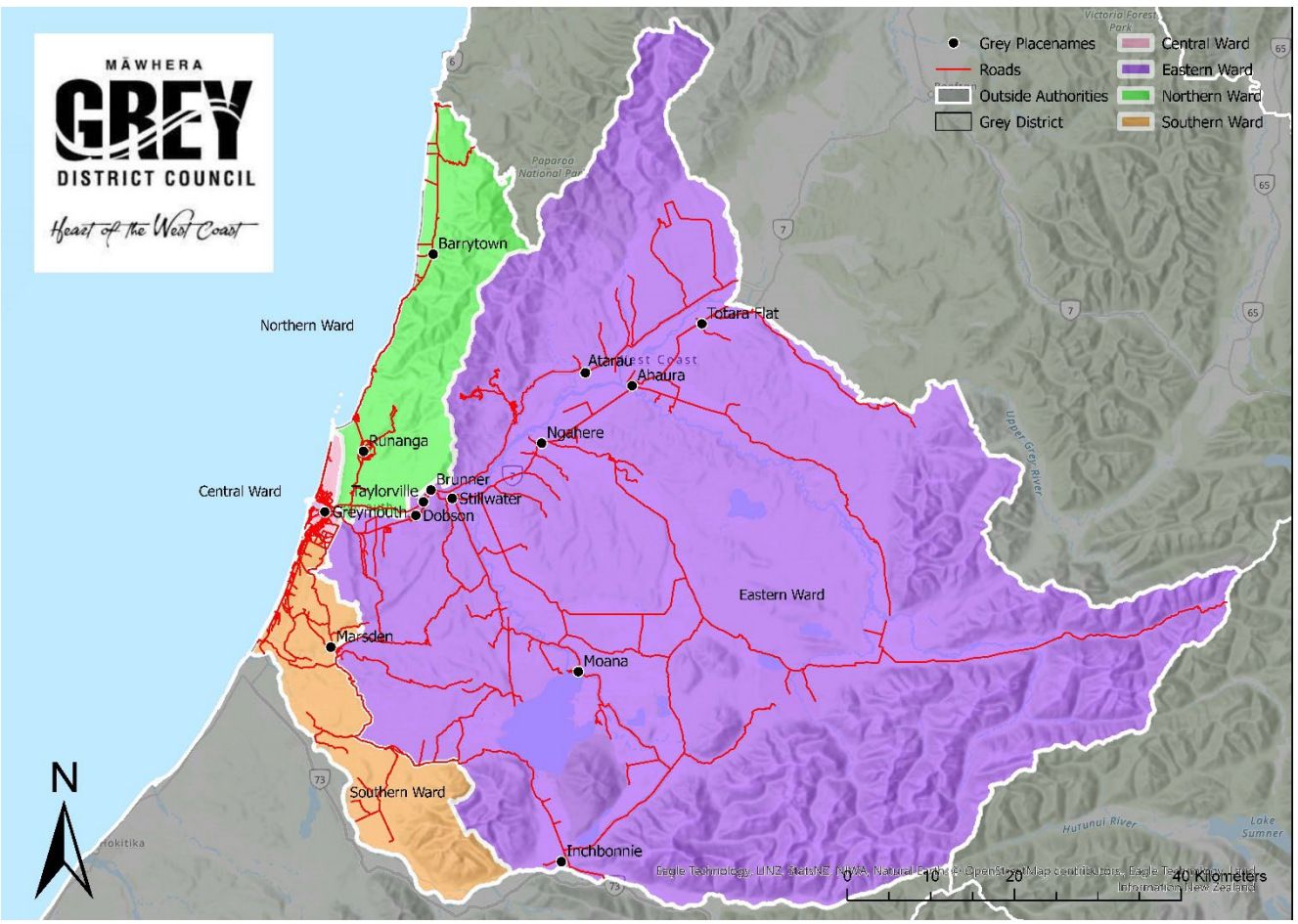
Mayor: Mayor Tania Gibson  
Deputy Mayor: Councillor Allan Gibson  
Members: Councillor John Canning  
Councillor Peter Davy  
Councillor Kate Kennedy  
Councillor Rex MacDonald  
Councillor Tim Mora  
Councillor Jack O'Connor  
Kaiwhakahaere Francois Tumahai

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*The information in this document is provided to facilitate good competent decisions by Council and does in no way reflect the views of Council. Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.*



- Grey Placenames
- Roads
- ▭ Outside Authorities
- ▭ Grey District
- ▭ Central Ward
- ▭ Eastern Ward
- ▭ Northern Ward
- ▭ Southern Ward



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## ORDINARY COUNCIL MEETING OF THE GREY DISTRICT COUNCIL

to be held at Council Chambers, 105 Tainui Street, Greymouth on Monday 13 May 2024 commencing at 4:00pm

# AGENDA

**Before Council - Public Forum: 3:30 pm**

*Note: A period is set aside for the public to speak to Council before the meeting. Members of the public are allocated a time to address the Council on items that fall within delegations of the Council provided the matters are not subject to legal proceedings, and are not already subject to a process providing for the hearing of submissions. Speakers may be questioned through the Chair by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker(s). Such presentations do not form part of the formal business of the meeting with those requiring further action being referred to the Chief Executive for further reporting at another Council meeting.*

**Speakers during Council: Nil**

## COUNCIL IN OPEN MEETING

### GENERAL BUSINESS AND TABLED ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

### LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Council members are reminded that if he/she has a direct or indirect interest in any item on the agenda be it pecuniary or on grounds of bias and predetermination, then he/she must declare this interest and refrain from discussing or voting on this item.

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**1 APOLOGIES AND DECLARATIONS OF INTEREST**

**1.1 APOLOGIES**

Cr Robert Mallinson is on leave of absence from 11/05/24 to 08/06/24

**1.2 UPDATES TO THE INTERESTS REGISTER**

Elected members to please advise if there are any changes to be made to the current Interests Register.

**1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

Notwithstanding that an elected member may declare an interest at any later stage in this Agenda (prior to taking part in the deliberation of a particular item) those items where an interest will be declared may wish to be disclosed now.

## **2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **2.1 CONFIRMATION OF THE ORDINARY COUNCIL MEETING HELD ON 25 MARCH 2024**

#### **SUGGESTED RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 25 March 2024 be confirmed as true and correct.

### **2.2 CONFIRMATION OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 9 APRIL 2024**

#### **SUGGESTED RECOMMENDATION**

That the minutes of the Extraordinary Council Meeting held on 9 April 2024 be confirmed as true and correct.

### **2.3 RECEIPT OF MINUTES OF THE EXTRAORDINARY FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 9 APRIL 2024**

#### **SUGGESTED RECOMMENDATION**

That the minutes of the Extraordinary Finance Regulatory and Business Support Committee held on 9 April 2024 be received and noted.

### **2.4 RECEIPT OF MINUTES OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 29 APRIL 2024**

#### **SUGGESTED RECOMMENDATION**

That the minutes of the Operations and Capital Programme Delivery Committee held on 29 April 2024 be received and noted.

### **2.5 RECEIPT OF MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 29 APRIL 2024**

#### **SUGGESTED RECOMMENDATION**

That the minutes of the Finance Regulatory and Business Support Committee held on 29 April 2024 be received and noted.

**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE GREY DISTRICT COUNCIL****Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 25 March 2024 commencing at 4.13 pm**

**PRESENT:** Mayor Tania Gibson (Chair)  
Councillor Allan Gibson (Deputy Mayor), Councillor John Canning, Councillor Peter Davy, Councillor Kate Kennedy (via Zoom), Councillor Rex MacDonald, Councillor Robert Mallinson, Councillor Tim Mora, Councillor Jack O'Connor

**IN ATTENDANCE:** Paul Pretorius (Acting Chief Executive), Aaron Haymes (Group Manager Operations), Gerhard Roux (Group Manager Support), Michael McEnaney (Regulatory Manager) left meeting at 4.30 pm, Trish Jellyman (Democracy Advisor), Megan Bourke (Communications Officer)

Her Worship welcomed Mr Paul Pretorius (Acting Chief Executive) to his first official Council meeting. Her Worship thanked Mr Pretorius for taking on this role at short notice and for stepping straight back into the swing of things.

## **1 APOLOGIES AND DECLARATIONS OF INTEREST**

### **1.1 APOLOGY**

**RESOLUTION** OCM 24/03/017

**Moved:** Mayor Tania Gibson

**Seconded:** Cr John Canning

That the apology received from Kaiwhakahaere Francois Tumahai be accepted and leave of absence granted.

**Carried Unanimously**

### **1.2 UPDATES TO THE INTERESTS REGISTER**

There were no updates to the Interest Register.

### **1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

## **2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **2.1 CONFIRMATION OF THE ORDINARY COUNCIL MEETING HELD ON 12 FEBRUARY 2024**

**RESOLUTION** OCM 24/03/018

**Moved:** Cr Allan Gibson

**Seconded:** Cr John Canning

That the minutes of the Ordinary Council Meeting held on 12 February 2024 be confirmed as true and correct.

**Carried Unanimously**

**2.2 CONFIRMATION OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 11 MARCH 2024****RESOLUTION OCM 24/03/019****Moved: Cr Allan Gibson****Seconded: Cr John Canning**

That the minutes of the Extraordinary Council Meeting held on 11 March 2024 be confirmed as true and correct.

**Carried Unanimously****2.3 RECEIPT OF MINUTES OF THE GREY DISTRICT RESILIENCE SUB-COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 13 FEBRUARY 2024****RESOLUTION OCM 24/03/020****Moved: Cr Allan Gibson****Seconded: Cr John Canning**

That the minutes of the Grey District Resilience Sub-Committee held on 13 February 2024 be received and noted.

**Carried Unanimously****2.4 RECEIPT OF MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 11 MARCH 2024****RESOLUTION OCM 24/03/021****Moved: Cr Allan Gibson****Seconded: Cr John Canning**

That the minutes of the Finance Regulatory and Business Support Committee held on 11 March 2024 be received and noted.

**Carried Unanimously****2.5 RECEIPT OF MINUTES OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 11 MARCH 2024****RESOLUTION OCM 24/03/022****Moved: Cr Allan Gibson****Seconded: Cr John Canning**

That the minutes of the Operations and Capital Programme Delivery Committee held on 11 March 2024 be received and noted.

**Carried Unanimously****2.6 RECEIPT OF MINUTES OF THE ANIMAL CONTROL COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 14 MARCH 2024****RESOLUTION OCM 24/03/023****Moved: Cr Allan Gibson****Seconded: Cr John Canning**

That the minutes of the Animal Control Committee held on 14 March 2024 be received and noted.

**Carried Unanimously**

### **3 LIST OF ACRONYMS USED**

### **4 MATTERS UNDER ACTION**

#### **4.1 MATTERS UNDER ACTION FROM DECEMBER 2023 COUNCIL MEETING**

Refer page 30 of the agenda.

### **5 AGENDA ITEMS**

#### **5.1 LATE ITEM: TE TAI O POUTINI - ONE DISTRICT PLAN: COUNCIL'S POSITION RE SITES AND AREAS OF SIGNIFICANCE TO MAORI (SASM)**

Refer page 31 of the agenda.

**RESOLUTION OCM 24/03/024**

**Moved: Mayor Tania Gibson**

**Seconded: Cr Robert Mallinson**

That Council in accordance with Section 46A(7) of the Local Government Official Information and Meetings Act read with Standing Orders 9.12 the following be considered as a late item:

1. One District Plan: Council's Position re Sites and Areas of Significance to Māori (SASM).

**Carried Unanimously**

#### **5.2 LATE ITEM: RATE PENALTIES REQUEST BY MAWHERA INCORPORATION FOR COUNCIL TO WRITE IT OFF**

Refer page 33 of the agenda.

**RESOLUTION OCM 24/03/025**

**Moved: Cr Allan Gibson**

**Seconded: Cr Rex MacDonald**

That Council in accordance with Section 46A(7) of the Local Government Official Information and Meetings Act read with Standing Orders 9.12 the following be considered as a late item:

1. Rates Penalties Request by Mawhera Incorporation for Council to Write It Off.

**Carried Unanimously**

#### **5.10 LATE ITEM: TE TAI O POUTINI - ONE DISTRICT PLAN: COUNCIL'S POSITION RE SITES AND AREAS OF SIGNIFICANCE TO MAORI (SASM).**

Refer page of 75 of the agenda.

**RESOLUTION OCM 24/03/026****Moved: Cr Robert Mallinson****Seconded: Cr Tim Mora**

Her Worship declared a conflict of interest as she currently lives on an Site and area of Significance to Māori (SASM). Cr Gibson as Deputy Mayor chaired this section of the meeting.

This matter was brought forward in order to allow for the Regulatory Manager (RM) to attend the meeting to provide information and advice to Council.

The Regulatory Manager (RM) reminded Council that the Te Tai o Poutini One District Plan (TTPP) was notified last July. He advised that GDC had submitted on a large number of points with one being Sites and Areas of Significance to Maori (SASM). He advised that this matter has now progressed through to hearings and the hearing for SASM is scheduled for the end of April and this will allow for any submitters wishing to be heard to submit their evidence. The RM explained that Te Runanga O Ngati Waewae are requesting that Council withdraws its opposition to SASM. He acknowledged that the submission and a lot of the consultation around the TTPP was carried out by the previous Council. The RM advised that Council now needs to either re-confirm its earlier position or agree to the request. The RM explained what is involved and outlined the framework of rules including permitted activity rules, non complying rules and advised that mineral extraction and rural activities and activities by default, landfill and waste disposal facilities and various other industries that would be impacted. He stated that the farming sector, in particular herd homes could be impacted. Waste water treatment plants and disposal facilities is also an area of concern. Cr Canning stated that he is in favour of Council's current position as he recognises landowner rights and is fully supporting SASMs and they should be included in the TTPP, however he stated this is a process issue. Cr Canning stated that if a property owner's land is going to be on a SASM, then the property owner deserves the right to consultation. Cr Canning stated that this needs to be done on a case by case basis. Cr Canning stated that Council needs to do this right, as he feels that the process is not right and this is why he supports Council's opposition. Cr Gibson agreed. Cr MacDonald asked if it is possible to withdraw opposition to SASM without withdrawing other opposition from SNA's that have already been separated. The RM responded that this is possible. Cr MacDonald stated that he supports Cr Canning's comments. Cr MacDonald stated that he is not that reliant on the accuracy of the information that has been put over and he does not dispute that there is a place for SASM's for Maori but the actual defining of these areas should be done on a case by case basis. Cr O'Connor stated that he agrees with Cr Canning. Cr Mora agreed and stated that there is not much definition on how SASMs are going to be managed and this could create massive issues down the track.

The Deputy Mayor put the recommendation.

1. That Council confirms its previous opposition to the SASMs process in the TTPP noting that:
  - A) It fully acknowledges its responsibilities in Section 6(e) & Section 7(a) of the Resource Management Act (RMA) to protect areas of significance to Māori.
  - B) It fully acknowledges that the sites & areas provided for in the draft plan are culturally significant to Māori.
  - C) Its opposition to the SASMs provisions is focussed on the process which denies landowners input on the matter from the earliest stages onwards and the restrictiveness of the Rules.

**Carried Unanimously**



### 5.3 MAYOR'S UPDATE

Refer page 35 of the agenda.

#### RESOLUTION OCM 24/03/027

**Moved:** Cr Jack O'Connor

**Seconded:** Cr Allan Gibson

1. That the Mayor's activity report for the period 1 February to 15 March 2024 be received.

**Carried Unanimously**

### 5.4 CHIEF EXECUTIVE'S UPDATE: 1 FEBRUARY 2024 - 15 MARCH 2024

Refer page 39 of the agenda.

#### RESOLUTION OCM 24/03/028

**Moved:** Cr Tim Mora

**Seconded:** Cr John Canning

1. That the Chief Executive's update for the period 1 February to 15 March 2024 be received.

**Carried Unanimously**

### 5.5 DELEGATION TO ACTING CHIEF EXECUTIVE - SIGNING OF ALL DOCUMENTS ON BEHALF OF COUNCIL

Refer page 42 of the agenda.

#### RESOLUTION OCM 24/03/029

**Moved:** Cr John Canning

**Seconded:** Cr Robert Mallinson

Cr Mallinson noted that Council no longer signs cheques. It was agreed that the recommendation would be changed to reflect this.

1. That the authority to authorise payments, and sign contracts, other legal documents and reports on behalf of Council as CE, be delegated to Acting CE Paul Pretorius.

**Carried Unanimously**

### 5.6 CHIEF EXECUTIVE REMUNERATION APPROVAL

Refer page 44 of the agenda.

#### RESOLUTION OCM 24/03/030

**Moved:** Cr Robert Mallinson

**Seconded:** Cr Allan Gibson

That Council

1. Receive this report.

2. That the Acting Chief Executive's remuneration package be equivalent to that paid to the Chief Executive at the time he ceased his employment with Grey District Council on 7 March 2024.

**Carried Unanimously**

#### **5.7 ANNUAL PLANS: DECISION TO DO AN ENHANCED ANNUAL PLAN RATHER THAN A LTP FOR 2024/25**

Refer page 46 of the agenda.

Her Worship advised that this option has been provided by the new Government due to them still implementing the legislation for Local Water Done Well. She stated that this now puts Councils at a level of uncertainty while Council would be working through the first year of the LTP. Her Worship commented that until the bill is passed and clarification around detail is given, to proceed with an enhanced Annual Plan is a sensible and practical way forward. Her Worship advised that this decision was passed at the recent meeting of the Risk and Assurance Committee meeting. She noted that most Council's have taken up this option.

#### **RESOLUTION OCM 24/03/031**

**Moved: Cr John Canning**

**Seconded: Cr Jack O'Connor**

That Council

1. Receive the report.
2. Accepts the Risk and Assurance Committee's recommendation to delay the Long Term Plan until 2025 / 26 year and produce an enhanced Annual Plan for the 2024 / 25 financial year.

**Carried Unanimously**

#### **5.8 HELENA DENSE RESERVE, MOANA: TRANSFER OF SUBDIVIDED LAND PARCEL TO FIRE AND EMERGENCY NZ**

Refer page 49 of the agenda. It was agreed that the full name, Helena Dense Reserve would be added to the recommendation.

#### **RESOLUTION OCM 24/03/032**

**Moved: Cr Allan Gibson**

**Seconded: Cr Peter Davy**

The GMO advised that he doesn't believe this land was ever privately owned. It was always Crown Land and Council are the administering body. The GMO advised that this area is a local purpose community facility reserve and use of the land is consistent with what the Reserve was established for. In response to a question from Cr O'Connor, the GMO confirmed that all costs are covered by other parties and FENZ are the beneficiaries of this, and all monies go back to the Reserve. Her Worship commented that this will be a good facility for the community once it is completed.

That Council receives this report, and

1. Instructs staff to proceed with arrangements to facilitate the transfer of the parcel of land in Helena Dense Reserve, Moana, described on the draft title plan by Myall and Company as Section 1, comprising of 243 square metres to Fire and Emergency New Zealand by signing the proposed

agreement appended to this report between Grey District Council and the Department of Conservation.

2. As Administering Body for the Helena Dense Reserve and for the purpose of the Building Act 2004, provides permission for Fire and Emergency New Zealand to construct the proposed extension to the Moana Fire Station within the portion of the Helena Dense Reserve, Moana, described on the draft title plan by Myall and Company as Section 1, comprising of 243 square metres, subject to other regulatory approvals, while arrangements to transfer ownership, including subdivision processes, take place.

**Carried Unanimously**

## **5.9 TOWN CENTRE DIGITAL DISPLAYS**

Refer page 63 of the agenda. Her Worship stated this is a very good report and a great initiative for Council.

### **RESOLUTION OCM 24/03/033**

**Moved: Mayor Tania Gibson**

**Seconded: Cr Peter Davy**

Cr O'Connor expressed concern about the placement of the signs in central Greymouth as he has observed that freedom campers are often around the Westland Recreation Centre area more often. He also suggested that driver distraction is taken into account when installation locations are considered. The GMO stated that the signs have the potential to create good revenue for Council, but it is unlikely that Council would get further government funding for extra signs. The ACE agreed and stated that the new government is setting a pretty hard budget. Cr Kennedy stated she likes the idea of having a sign in the town square as it could be used to advertise local events and shows. Discussion took place on possible installation sites.

That Council receives the report and,

1. Instructs staff to procure and arrange for the installation of two digital screens to be located within the Greymouth Town Centre within the funding provided by the Ministry of Business, Innovation and Employment under the Freedom Camping Transition Fund.
2. Requests that staff provide information to Council on the final location of the screens once logistics for service connections are resolved and prior to installation.
3. Council records appreciation to the GMO for the initiative taken.
4. Instructs staff to liaise with local businesses near the final installation locations.
5. Staff to optimise potential advertising income in relation to the digital screens.

**Carried Unanimously**

## **5.11 LATE ITEM: RATES PENALTIES: REQUEST BY MAWHERA INCORPORATION FOR COUNCIL TO WRITE IT OFF**

Refer page 79 of the agenda.

### **RESOLUTION OCM 24/03/034**

**Moved: Mayor Tania Gibson**

**Seconded: Cr John Canning**

The ACE spoke to this report and provided history around this matter. He stated that he has brought this matter to Council due to the fact that he is in a caretaker role and he does not wish to make a decision that involves \$6,000.

Cr Canning asked if Mawhera has paid the full amount owing as yet. The ACE confirmed that they have not but have indicated that they will the rates if Council is prepared to remit the penalties. He stated that in this case the tenant cannot pay the rates. Cr Mallinson stated that he does not support the 100% remission of penalties and suggested 50% less. Cr Mallinson commented that this has obviously been a long drawn out process. The ACE agreed. Cr Gibson noted that Mawhera is a commercial entity and could write this amount off. The ACE advised that if Mawhera pays the \$4,000 they are already writing off a debt that they did not get money for. Further discussion took place, with the ACE answering questions from Councillors. Cr Mallinson stated that by doing this Council could be seen as encouraging Mawhera to negotiate with Council with these type of matters. Cr O'Connor stated that it would be good if these matters could be dealt with sooner rather than later in future. Cr Mallinson stated that by taking a pragmatic approach it will encourage ongoing and good cooperation by Mawhera with Council. The ACE confirmed that the \$6,014.06 includes all debt costs. He also confirmed that 50% will still be paid by Mawhera plus the rates.

1. That the report is received.

#### **RESOLUTION**

**Moved: Cr Robert Mallinson**

**Seconded: Cr John Canning**

2. That Council, given the willingness of Mawhera Incorporation to pay all outstanding rates on the property, write off 50% of \$6014.06 rate penalties.

**Carried**

Cr Gibson asked that his vote against this discussion be recorded.

#### **5.12 DOCUMENTS EXECUTED UNDER THE COMMON SEAL OF COUNCIL**

Refer page 81 of the agenda.

#### **RESOLUTION OCM 24/03/035**

**Moved: Mayor Tania Gibson**

**Seconded: Cr Rex MacDonald**

That the following document be executed under the Common Seal of the Council:

1. Deed of Ground Lease Renewal between Mr Raymond & Mrs Michelle Kwan, and Mr Geoffry Banks. Lot 1 Section 12 Deposited Plan 415 being 1012 square metres more or less contained in Record of Title WS5A/1161 (28 Blake Street, Blaketown, Greymouth) see appendix 1.
2. Deed of Assignment of Lease between Johnston Dick & Associates, Westpower Ltd, and Grey District Council. Parcel of land containing approximately 10 square metres (10m<sup>2</sup>) being part of local purpose Aerodrome Reserve 2118, land shown in Annexure A, see appendix 2.

**Carried Unanimously**

**6 MISCELLANEOUS ITEMS**

**7 REPORTS FROM OUTSIDE ORGANISATIONS**

**7.1 RECEIPT OF MINUTES FROM OUTSIDE ORGANISATIONS**

Refer page 85 of the agenda.

**RESOLUTION OCM 24/03/036**

**Moved: Cr Jack O'Connor**

**Seconded: Cr Rex MacDonald**

“that

The Minutes of the following outside organisations be received:

1. The Minutes of the West Coast Emergency Management Joint Committee meeting dated 8 November 2023 be received. See appendix 1.
2. The Minutes of the Cobden Aromahana Sanctuary and Recreation Areas Inc Meeting, dated 25 October 2023.

**Carried Unanimously**

**8 IN COMMITTEE ITEMS**

**RESOLUTION OCM 24/03/037**

**Moved: Mayor Tania Gibson**

**Seconded: Cr Jack O'Connor**

That the public is excluded from this part of the meeting in relation to:

**Agenda items 8.1, 8.2, 8.3 and 8.4**

The general subject of each matter to be considered while the public is 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:

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
8.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF ORDINARY COUNCIL MEETING HELD ON 12 FEBRUARY 2024	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
8.2 - RECEIPT OF IN COMMITTEE MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the

<p><b>UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 11 MARCH 2024</b></p>	<p>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 would be likely otherwise to damage the public interest</p>	<p>disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>8.3 - RECEIPT OF IN COMMITTEE MINUTES OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 11 MARCH 2024</b></p>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>
<p><b>8.4 - IN COMMITTEE MATTERS UNDER ACTION FROM DECEMBER 2023 COUNCIL MEETING</b></p>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>

Carried Unanimously

## 9 COUNCIL RESUMES IN OPEN MEETING

### CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 4.58 pm

Confirmed

\_\_\_\_\_

T Gibson

Chairperson

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Date

**MINUTES OF THE EXTRAORDINARY COUNCIL MEETING OF THE GREY DISTRICT COUNCIL****Held in Council Chambers, 105 Tainui Street, Greymouth****on Tuesday 9 April 2024 commencing at 2.00pm**

**PRESENT:** Mayor Tania Gibson (Chair)  
Councillor Allan Gibson (Deputy Mayor), Councillor John Canning, Councillor Peter Davy, Councillor Rex MacDonald, Councillor Robert Mallinson, Councillor Jack O'Connor, Kaiwhakahaere Francois Tumahai

**IN ATTENDANCE:** Paul Pretorius (Acting Chief Executive), Aaron Haymes (Group Manager Operations), Gerhard Roux (Group Manager Support), Neil Englebrecht (Finance Manager), Gemma Trezise (People & capabilities Business Partner), Kurtis Perrin-Smith (Utilities Infrastructure Manager), Emma Topp (Business & Contracts Manager), Paddy Blanchfield (Transport & Infrastructure Manager), Shannon Beynon (Communication & Engagement Manager), Trish Jellyman (Democracy Advisor)

## **1 APOLOGIES AND DECLARATIONS OF INTEREST**

### **1.1 APOLOGIES**

**RESOLUTION** SCM 24/04/038

**Moved:** Mayor Tania Gibson

**Seconded:** Cr Allan Gibson

That the apology received from Cr Tim Mora be accepted and leave of absence granted.

**Carried Unanimously**

Her Worship stated that as there are commercially sensitive items that affect the decision on the Proposed Annual Plan therefore the meeting will move into Committee first and will then move back into open. She advised those watching the meeting online that the live stream will resume in around an hour's time.

**RESOLUTION** SCM 24/04/039

**Moved:** Mayor Tania Gibson

**Seconded:** Cr Allan Gibson

That the public is excluded from this part of the meeting in relation to item 5.1.

**Carried Unanimously**

### **1.2 UPDATES TO THE INTERESTS REGISTER**

There were no updates to the Interest Register.

### **1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

There were no declarations of interest.



## 2 LIST OF ACRONYMS USED

## 3 AGENDA ITEMS

The meeting moved back into public at 3.10pm

### NEW LIBRARY: COUNCIL COMMITMENT

Her Worship stated that while Council was In Committee a decision was made on the new library which contains sensitive commercial information which now needs to be ratified in public and the outcome of that decision publicly released.

Her Worship stated that the new library is an intergenerational facility and is a project that Council has been working on for some time to provide better services to the already popular library service. She stated that it will be done as a joint venture with DWC, who have made this possible, with commercial rental spaces and land from DWC contributing to the project. She acknowledged that this is a huge project for Council to take on but stated that the rating impact will be minimal. Her Worship acknowledged the previous public consultation through the LTP on the new library project. She stated that libraries are not what they used to be and the new library will be a community social hub and will retain the same services. There will be further consultation on the new library governance model.

The GMS explained the rating impact and advised that the building of the new library will be done with a loan that Council will be taking up in stages from the end of this financial year. This will result in an asset for Council of which the loans are contributing to and are included in the enhanced Annual Plan. He confirmed that there is no negligible rating impact and this will form part of the new LTP.

### RESOLUTION SCM 24/04/040

**Moved: Mayor Tania Gibson**

**Seconded: Cr Allan Gibson**

That.

- Council confirms its decision as signalled in the Long Term Plan to construct a new Library,
- Council will do so in partnership with Development West Coast with the building to be constructed also providing for commercial floor space. Council's contribution to the project will be maximum \$11.0 M. Full public consultation on the Joint Venture model outlining the GDC/DWC partnership will be taking place soon. The outcome of such consultation may change the make-up of the legal entity to be created to own and manage the proposed new building.

**Carried Unanimously**

### 3.1 ANNUAL PLAN 2024/25

Refer page 7 of the agenda.

The Acting CE spoke to this report and advised that the Annual Plan (AP) process started six weeks late and that he had been very concerned that Council would not meet the deadline of 30 June. He stated that all staff present at the meeting contributed hugely to the AP, and thanked all involved. He made special mention of the FM, and stated that this is a major achievement with a quality document now in place. He apologised that this lateness also transferred to Council and that there for instance was no time to workshop this matter with Councillors. He stated that there is more information in the AP than what Council is used to albeit some of it was distributed to Council late. The Acting CE stated that he is immensely proud of the staff effort.

Her Worship concurred with this and stated that the Acting CE and staff have worked very hard. She thanked all staff for their hard work.

Her Worship noted that Councils around the country have had a tough time with media reports about rate increases. She stated that this is not sustainable in the future as rate rises around the country are averaging at least 15% with some rate rises are over 25%. She pointed to significant cost increases across the board and stated that tough decisions will need to be made in future plans. She stated that a rate increase of 13.65% has not been done before and she is also struggling with this, and stated that this is not an easy time for everyone.

Cr Gibson thanked staff and stated that he is worried about people on the street as some of the rate rises are \$300 - \$400 a year. Her Worship stated that there are still some exciting opportunities coming to the West Coast but these will come with costs. She spoke of the need to continue to work with the government on economic development issues. Cr Kennedy stated she is pleased to see a focus on the reducing the use of consultants. She feels after reading through the AP, this is money well spent.

Cr Mallinson also expressed his thanks to key staff and is fully confident that any report parameter issues will be resolved. Cr O'Connor agreed and spoke of the pressure staff have been under. He noted that constituents are going to face hard times but Council has now gone back to its bread and butter.

Her Worship spoke of the initial indications of a 22% rate increase for roading alone, and in order to keep current service levels in place and to incorporate everything including roading down to 13.5 % is a good result even though there has been cuts in a lot of areas.

#### **RESOLUTION SCM 24/04/041**

**Moved: Mayor Tania Gibson**

**Seconded: Cr John Canning**

That Council:

1. Receives the report noting that important aspects are still to be completed.
2. Notes the absolute urgency involved based on the project timeline.
3. Approves and adopts for consultation the proposed Plan and associated information in this report including:
  - (1) 2024/25 Draft Annual Plan
  - (2) Fees and Charges
4. Approves and adopts for consultation the Draft 2024/25 Consultation Document as per attachment 3.
5. Authorises the Group Manager Support and Acting Chief Executive to make any non-material changes to the report and summary Annual Plan for the purposes of consultation.
6. Confirms the proposed consultation approach for the Draft Annual Plan 2024/25

**Carried Unanimously**

## **4 MISCELLANEOUS ITEMS**

Nil.

## **5 IN COMMITTEE ITEMS**

That the public is excluded from this part of the meeting in relation to:

**Agenda item(s) 5.1, 5.2 and 5.3**

The general subject of each matter to be considered while the public is 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:

**RESOLUTION      SCM 24/04/042**

**Moved:      Mayor Tania Gibson**

**Seconded:   Cr Allan Gibson**

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 - NEW LIBRARY: COUNCIL COMMITMENT	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
5.2 - LIBRARY PROJECT: GOVERNANCE ARRANGEMENTS UNDER A JOINT VENTURE AGREEMENT AS A PRIVATE PUBLIC PARTNERSHIP TRIGGERING THE COUNCIL CONTROLLED ORGANISATION PROVISIONS UNDER THE LOCAL GOVERNMENT ACT 2002	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
5.3 - LIBRARY: USE OF LOCAL CONTRACTORS IN CONSTRUCTING A NEW LIBRARY	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7

**Carried Unanimously**

## 6 COUNCIL RESUMES IN OPEN MEETING

### CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 3.24 pm.

**Confirmed**

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**T Gibson**

**Chairperson**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Date**

**MINUTES OF THE EXTRAORDINARY FINANCE REGULATORY AND BUSINESS SUPPORT OF THE GREY DISTRICT COUNCIL**

Held in Council Chambers, 105 Tainui Street, Greymouth  
on Tuesday 9 April 2024 commencing at 1.45 pm

**PRESENT:**

Cr Rex MacDonald (Chair)

Mayor Tania Gibson, Councillor Allan Gibson, Councillor John Canning, Councillor Peter Davy, Councillor Kate Kennedy, Councillor Robert Mallinson, Councillor Jack O'Connor,

**IN ATTENDANCE:**

Paul Pretorius (Acting Chief Executive), Gerhard Roux (Group Manager Support), Aaron Haymes (Group Manager Operations), Gemma Trezise (People & Capability Business Partner), Neil Engelbrecht (Finance Manager), Trish Jellyman (Democracy Advisor), Shannon Beynon (Communications & Engagement Manager)

**1 APOLOGIES AND DECLARATIONS OF INTEREST****1.1 APOLOGIES****COMMITTEE RESOLUTION FRABS 24/04/007**

**Moved:** Mayor Tania Gibson

**Seconded:** Cr Allan Gibson

That the apologies from Cr Tim Mora and Kaiwhakahaere Francois Tumahai be accepted and leave of absence granted.

**Carried Unanimously**

**1.2 UPDATES TO THE INTERESTS REGISTER**

There were no updates to the Interest Register.

**1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

There were no declarations of interest.

**1.4 NOTIFICATION OF LATE ITEMS**

There were no late items.

**2 AGENDA ITEMS****2.1 REFERRAL OF PROPOSED ANNUAL PLAN AND ASSOCIATED DOCUMENTS TO COUNCIL FOR CONSIDERATION AND DETERMINATION**

Refer page 9 of the agenda.

**COMMITTEE RESOLUTION FRABS 24/04/008**

The Chairman confirmed that this matter would normally be considered by this committee but due to time constraints it is recommended that the matter is referred to full Council.

He confirmed that any questions about the proposed Plan should be raised at the full Council meeting.

**Moved:** Cr John Canning

**Seconded:** Cr Robert Mallinson

1. That the Finance Regulatory and Business Support Committee notes the Proposed 2024/25 Annual Plan and associated documents and because of the time constraints outlined in the Annual Plan report, refers the matter to full Council.

**Carried Unanimously**

### **3 SUB-COMMITTEE RESUMES IN OPEN MEETING**

#### **CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.**

The meeting concluded at 1.46 pm.

**Confirmed**

\_\_\_\_\_  
R MacDonald

Chairperson

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

**MINUTES OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE OF THE GREY DISTRICT COUNCIL****Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 29 April 2024 commencing at 3.21 pm**

**PRESENT:** Mayor Tania Gibson (Chair)  
Councillor Allan Gibson (Deputy Chair), Councillor John Canning, Councillor Peter Davy, Councillor Kate Kennedy, Councillor Rex MacDonald, Councillor Robert Mallinson, Councillor Tim Mora, Councillor Jack O'Connor, Kaiwhakahaere Francois Tumahai

**IN ATTENDANCE:** Aaron Haymes (Group Manager Operations), Kurtis Perrin-Smith (Utilities Infrastructure Manager), Paddy Blanchfield (Transport & Infrastructure Manager), Gerhard Roux (Group Manager Support), Neil Engelbrecht (Finance Manager), Trish Jellyman (Democracy Advisor), Shannon Beynon (Communication & Engagement Manager)

**1 APOLOGIES AND DECLARATIONS OF INTEREST****1.1 APOLOGIES**

There were no apologies.

**1.2 UPDATES TO THE INTERESTS REGISTER**

There were no updates to the Interest Register.

**1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

There were no declarations of interest.

**1.4 NOTIFICATION OF LATE ITEMS**

There were no late items.

**2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS****2.1 CONFIRMATION OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD ON 11 MARCH 2024**

**COMMITTEE RESOLUTION** OACPD 24/04/002

**Moved:** Cr Allan Gibson

**Seconded:** Cr Kate Kennedy

That the minutes of the Operations and Capital Programme Delivery Committee held on 11 March 2024 be confirmed as true and correct.

**Carried Unanimously****2.2 RECEIPT OF MINUTES OF THE TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 21 MARCH 2024****COMMITTEE RESOLUTION OACPD 24/04/003****Moved: Cr Allan Gibson****Seconded: Cr Kate Kennedy**

That the minutes of the Tenders Subcommittee Meeting held on 21 March 2024 be received and noted.

**Carried Unanimously****2.3 RECEIPT OF MINUTES OF THE TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 18 APRIL 2024****COMMITTEE RESOLUTION OACPD 24/04/004****Moved: Cr Allan Gibson****Seconded: Cr Kate Kennedy**

That the minutes of the Tenders Subcommittee Meeting held on 18 April 2024 be received and noted.

**Carried Unanimously****3 AGENDA ITEMS****3.1 OPERATIONS AND CAPITAL PROGRAMME REPORT**

Refer page 18 of the agenda.

**COMMITTEE RESOLUTION OACPD 24/04/005****Moved: Cr Jack O'Connor****Seconded: Cr Tim Mora**

1. That the Operations and Capital Programme Report and notes the information contained herein.

Cr Gibson passed on his congratulations to Issacs Construction Ltd on the great rehabilitation work they have done on the Lake Brunner Road. He stated this is the best he has seen this road.

Cr Kennedy spoke of her recent site visit with the TIM for the footpath renewal work on McGowan Street, Runanga. She suggested that Councillors check street numbers are correct if they there are footpaths in their wards that they would like renewed as the numbering on McGowan Street was incorrect.

Her Worship advised that feedback from residents has been very positive regarding the footpath renewal work as this has been a huge improvement and is a good result for communities.

Cr Davy stated that he has also received positive feedback from residents regarding roading maintenance.

Cr O'Connor asked the GMO who is responsible for grant funding for the Shantytown trail now that it has been pushed back to potentially Year 4 of the LTP. The GMO responded that transport staff will work through funding matters and they are working closely with the Cycle Trail Trust. The Trust has been assisting with landowner agreements and access agreements. The GMO stated that staff will confirm the total budget for the project prior to seeking further funding.



Cr O'Connor stated that the work done on Taylorville Road is excellent and it is good to see that the slumping has been improved.

Cr O'Connor spoke of the work that the Solid Waste Officer is doing with students, and suggested that this could be an opportunity for Councillors to work alongside both parties to provide an overview on local body elections and the work that local bodies do.

Cr O'Connor asked about the Anzac Park toilets. He declared an interest as he is President of the Greymouth Athletic Club. Cr O'Connor suggested that other funding sources such as lottery foundations could be investigated to progress work. The GMO advised that the shortfall could be funded by using some existing budgets and the carryforwards but he needs to confirm this with the UIM.

Her Worship referred to recent Facebook posts relating to work being carried out at WRC. The GMS advised that there are two small projects underway, the customer services enhancement project and the café area. He confirmed that this is not a major spend.

The GMO confirmed that there has not been any progress on the weigh bridge work at McLeans Pit since the last discussions.

Cr Kennedy stated that she is aware that the Animal Shelter upgrade project is on hold, she asked when this is likely to be deferred to. The GMO responded that this will be a Council decision and he is unsure if Council will get any feedback via the consultation process. He stated if the Annual Plan is approved with the Animal Shelter included then the next opportunity is to put it through the LTP process.

In response to a question from Cr Mora regarding what is causing the odour at Kaiata. The GMO advised that the system was designed for much higher level of subscribers disposing of waste into that network and therefore the turnover cycle of waste through the system is lower than what was anticipated. The UIM spoke of the recent success with the odour issue in the Marsden Road area, and outlined what was involved to mitigate this. He advised that similar options for Kaiata could be investigated.

Her Worship commented that airport runway looks very good, and this project seemed to go very well. It was also noted that the new fencing at the tip head looks great.

The TIM responded to questions about weed build up in gutters and leaves in the Albert Mall area. He stated that there has been a lot of growth over the summer months and leaves are now falling. The TIM stated that contractors have been in this area three times over the last week.

Her Worship stated that she has received numerous complaints about the way contractors are treating rubbish bins and how they are being smashed by the contractors' truck. Cr Davy has observed this and confirmed advice to him is that they are going to try to upgrade the truck.

**Carried Unanimously**

## **4 IN COMMITTEE ITEMS**

That the public is excluded from this part of the meeting in relation to:

**Agenda items 4.1, 4.2 & 4.3 of the agenda.**

The general subject of each matter to be considered while the public is 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:

**COMMITTEE RESOLUTION OACPD 24/04/006**

**Moved: Mayor Tania Gibson**

**Seconded: Cr Allan Gibson**

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
4.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD ON 11 MARCH 2024	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
4.2 - RECEIPT OF IN COMMITTEE MINUTES OF THE TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 21 MARCH 2024	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
4.3 - RECEIPT OF IN COMMITTEE MINUTES OF THE TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 18 APRIL 2024	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
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**Carried Unanimously**

**5 SUB-COMMITTEE RESUMES IN OPEN MEETING**

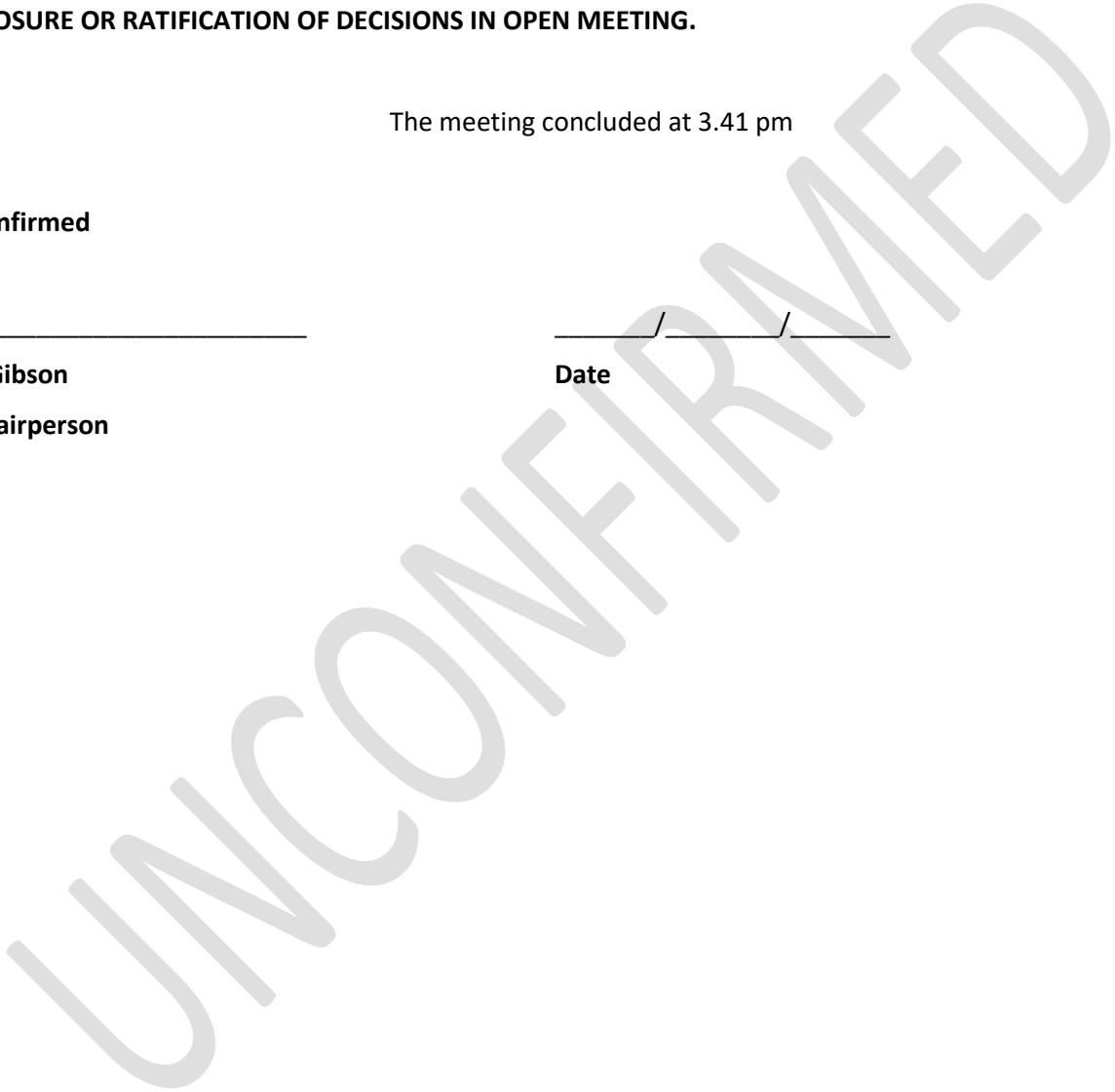
**CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.**

The meeting concluded at 3.41 pm

**Confirmed**

\_\_\_\_\_  
**T Gibson**  
**Chairperson**

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



**MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT OF THE GREY DISTRICT COUNCIL****Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 29 April 2024 commencing at 3.01 pm**

**PRESENT:** Cr Rex MacDonald (Chair)  
Mayor Tania Gibson, Councillor Allan Gibson, Councillor John Canning, Councillor Peter Davy, Councillor Kate Kennedy, Councillor Robert Mallinson, Councillor Jack O'Connor, Councillor Tim Mora

**IN ATTENDANCE:** Gerhard Roux (Group Manager Support), Neil Engelbrecht (Finance Manager), Aaron Haymes (Group Manager Operations), Kurtis Perrin-Smith (Utilities Infrastructure Manager), Trish Jellyman (Democracy Advisor), Shannon Beynon (Communication & Engagement Manager)

**1 APOLOGIES AND DECLARATIONS OF INTEREST****1.1 APOLOGIES**

There were no apologies.

**1.2 UPDATES TO THE INTERESTS REGISTER**

There were no updates to the Interest Register.

**1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

There were no declarations of interest.

**1.4 NOTIFICATION OF LATE ITEMS**

There were no late items.

**2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS****2.1 CONFIRMATION OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD ON 11 MARCH 2024**

**COMMITTEE RESOLUTION FRABS 24/04/009**

**Moved: Cr Robert Mallinson**

**Seconded: Cr John Canning**

That the minutes of the Finance Regulatory and Business Support Committee held on 11 March 2024 be confirmed as true and correct.

**Carried Unanimously**

## 2.2 CONFIRMATION OF THE EXTRAORDINARY FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD ON 9 APRIL 2024

### COMMITTEE RESOLUTION FRABS 24/04/010

**Moved:** Cr Robert Mallinson

**Seconded:** Cr John Canning

That the minutes of the Extraordinary Finance Regulatory and Business Support Committee held on 9 April 2024 be confirmed as true and correct.

**Carried Unanimously**

## 2.3 RECEIPT OF MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 8 APRIL 2024

### COMMITTEE RESOLUTION FRABS 24/04/011

**Moved:** Cr Robert Mallinson

**Seconded:** Cr John Canning

That the minutes of the Risk and Assurance Sub-Committee Meeting held on 8 April 2024 be received and noted.

**Carried Unanimously**

## 3 AGENDA ITEMS

### 3.1 FINANCE REPORT FOR THE PERIOD ENDING 29 FEBRUARY 2024

Refer page 20 of the agenda.

### COMMITTEE RESOLUTION FRABS 24/04/012

**Moved:** Cr Rex MacDonald

**Seconded:** Cr Tim Mora

**That the Finance Regulatory and Business Support Committee:**

- 1. Receives the report and notes the contents.**

The GMS spoke to this report. He requested that item 3.3 be withdrawn as it refers to an item from a previous meeting. The GMS advised that the management accounts will be distributed at the next meeting due to a timing issue for the month ending tomorrow, 30 April 2024.

Cr Mallinson asked for clarification around the fees and charges at \$1.6M for eight months compared to the budgeted \$4.8M, he noted that revenue seems to be in line with what has been budgeted. The FM confirmed that Cr Mallinson is correct and this is just a classification that needs to be moved between fees and charges and grant income.

Cr Mallinson asked if other expenditure figures will be able to be turned around by 30 June. The GMS advised that all projects that have been started will continue but any new projects or projects that are yet to be started will be put on hold unless absolutely necessary in order to cut costs. The Chairman asked for a reassurance that there will be no reduction in services. The GMS advised that there are a few unbudgeted items that need ratification from Council but at this stage any unnecessary spending is being controlled.

**Carried Unanimously**

## 4 IN COMMITTEE ITEMS

That the public is excluded from this part of the meeting in relation to:

### Agenda item 4.1 and 4.2

The general subject of each matter to be considered while the public is 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:

#### COMMITTEE RESOLUTION FRABS 24/04/013

Moved: Cr Rex MacDonald

Seconded: Mayor Tania Gibson

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
4.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD ON 11 MARCH 2024	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
4.2 - RECEIPT OF IN COMMITTEE MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 8 APRIL 2024	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7

Carried Unanimously

**5 SUB-COMMITTEE RESUMES IN OPEN MEETING**

**CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.**

The meeting concluded at 3.16 pm.

Confirmed

\_\_\_\_\_

R MacDonald

Chairperson

\_\_\_\_/\_\_\_\_/\_\_\_\_

Date

UNCONFIRMED



### 3 LIST OF ACRONYMS USED

BCA	Building Consent Authority	LGOIMA	Local Government Official Information and Meetings Act
BCO	Building Control Officer	LGNZ	Local Government New Zealand
CCC	Code Compliance Certificate	LTP	Long Term Plan
CSO	Customer Services Officer	LVT	Land Valuation Tribunal
CDEM	Civil Defence Emergency Management	MBIE	Ministry of Business, Innovation and Employment
CDEMG	Civil Defence Emergency Management Group	MCDEM	Ministry of Civil Defence and Emergency Management
CEC	Community Emergency Centre	MDI	Major District Initiative
CEG	Co-ordinating Executive Group	MOH	Ministry of Health
CIMS	Co-ordinated Incident Management System	NBS	New Building Strength
CPEng	Chartered Professional ‘Engineer’	NGO	Non-Government Organisation
DEE	Detailed Engineering Evaluation	NZFS	New Zealand Fire Service
DHB	District Health Board	NZQA	New Zealand Qualifications Authority
DIA	Department of Internal Affairs	NZTA	New Zealand Transport Authority
DOC	Department of Conservation	OAG	Office of the Auditor General
DWC	Development West Coast	OSH	Occupational Safety & Health
EMIS	Emergency Incident Management System	PHO	Primary Health Organisation
EDLG	Economic Development Liaison Group	PDU	Provincial Development Unit
EOC	Emergency Operations Centre	PGF	Provincial Growth Fund
EMO	Emergency Management Officer	PIM	Project Information Memorandum
GPS	Global Positioning System	PCBU	Person conducting a business or undertaking
HSNO	Hazardous Substances and New Organisms	RC	Resource Consent
HSR	Health and Safety Representative	RMA	Resource Management Act
HSWA	Health and Safety at Work Act 2015	SCADA	Supervisory Control and Data Acquisition
IAP	Incident Action Plan	SO	Standing Orders
IEP	Initial Evaluation Procedure	SOLGM	Society of Local Government Managers
IQP	Independent Qualified Person	SH	State Highway
LGA	Local Government Act	SNA	Significant Natural Area
LIM	Land Information Memorandum	TECNZ	Tourism Export Council of New Zealand
LINZ	Land Information New Zealand	TLA/TA	Territorial Local Authority
		WAG	Welfare Advisory Group

## 4 MATTERS UNDER ACTION

### 4.1 MATTERS UNDER ACTION FROM DECEMBER 2023 COUNCIL MEETING

**File Number:**

**Report Author:** Democracy Advisor

**Report Authoriser:** Acting Chief Executive

**Appendices:** Nil

Meeting Date	Reference	Subject	Update
12 November 2018	18/11/443	P/16: Port – Transfer of responsibilities, powers and duties relating to navigation safety from West Coast Regional Council	2/10/23: Document is sitting with WCRC CE to review then to sign the Transfer document. Council will then consider appointment of a Harbour Master.
11 February 2019	19/02/484	R9/1: Application for Road Closure and purchase of road reserve: LINZ Parcel ID 3701440 adjoining Section 1 SO11661 Nelson Creek	Prior to presenting a follow up report to Council, the next step is to meet with the submitters to explore whether the submitters concerns can be resolved. Waiting on applicant to agree to pay all associated costs.
11 December 2023	11/12/015	Runanga Reserve Land Classification	2/2/24:-Advert was placed in newspapers on 13 January 2024. Objections to be lodged by 14 February 2024. Update: 16/02/2024: - No objections were received. 8/5/24: Land has been classified as Recreation Reserve. Council is about to Publicly notify the Intention to Lease.
11 December 2023	11/12/013	Kotare Domain Upgrade Project – Dog Park Creation via Contestable Fund	2/2/2024: - Project is in progress. Due for completion prior to end of this financial year.
11 December 2023	11/12/016	Animal Shelter Upgrade – Funding Request	2/2/24:- Staff are progressing the design of the animal shelter and will share a concept design with Councillors once complete.

### Confirmation of Statutory Compliance

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul> <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>
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## 5 AGENDA ITEMS

### 5.1 LOCAL GOVERNMENT NEW ZEALAND: ONGOING MEMBERSHIP AND ANNUAL SUBSCRIPTION

**File Number:**

**Report Author:** Acting Chief Executive

**Report Authoriser:** Acting Chief Executive

**Appendices:** Nil

#### 1. REPORT PURPOSE

- 1.1. For Council to decide on its continued membership of LGNZ.
- 1.2. If Council decides to remain a member of LGNZ, to approve the annual subscription of \$49,000.

#### 2. EXECUTIVE SUMMARY

- 2.1. Council has informally expressed doubt as to value of maintaining its membership of LGNZ. This follows decisions from other Councils close to it to terminate their membership of this organisation. The receipt of advice from LGNZ re the subscription fee for 2024/5 brings this matter to a head.

#### 3. OFFICER RECOMMENDATION

That the Subcommittee recommends that:

1. Council confirms its continued membership of LGNZ and
2. Council approves the subscription fees for LGNZ of \$49,348.25
3. Council withdraws its membership from LGNZ and confirms its belief that it no longer represents the best interests of the local government fraternity in New Zealand.
4. Council confirms its view that the local government fraternity in New Zealand needs a united voice and, rather than following the example of some other Councils, puts forward a motion to LGNZ recording no confidence in the leadership structure over the past three years and the CEO and seeks support from fellow member authorities to insist that the current leadership structure and CEO step down to be replaced with a leadership group and CEO that reflect the fundamental values of LGNZ better.

#### 4. BACKGROUND

- 4.1. Council has increasingly become disillusioned with LGNZ and lost faith that the organisation, in fact represents its and the best interests of local government in New Zealand. This has led to strong views that Council should terminate its membership of the organisation. This follows a number of other local authorities having exited from LGNZ watering down the organisation's role as primary voice for local government. The organisation's handling of the Three Waters issue with the previous Government, notably that it committed local government to Three Waters without any mandate from its members to do so, without any consideration of the implications for Councils and to then, in the face of criticism from the sector justifying their

actions in particular prompted Council members to express views aligned with exiting the organisation.

- 4.2. The membership subscription for 2024 has now been received for an amount of \$49,348.25. This represents an increase of \$6,436.72 or 15% on last year's subscription. This brings the question of continued membership to a head.

## 5. OPTIONS

- 5.1. There are essentially three options, namely to

- 5.1.1 confirm continued membership and authorise payment of the new subscription;
- 5.1.2 confirm that LGNZ no longer serves the best interests of Council and the wider local government sector in New Zealand and to terminate its membership forthwith;
- 5.1.3 confirm its strong belief that the local government sector in New Zealand needs a united, effective voice and, instead of also terminating its membership of the organisation, to submit a motion to all members past and present recording no confidence in the LGNZ leadership over the past four years and the CEO, suggesting that the leadership and CEO be replaced with new leaders and a CEO that reflect the basic values of LGNZ better. A decision about continuing membership and paying the subscription can be taken once the success of this initiative is known.

- 5.2. LGNZ is led by a National Council of Mayors from the different zones of New Zealand. Its purpose is to provide training for elected members and to facilitate relationships between Local and Central Government. In this role, it:

- 5.1.1 Makes submissions on behalf of LGNZ members on all legislative and policy direction from Government.
- 5.1.2 Provides forums for member Councils to be heard i.e. AGM, Zone meetings, Young Elected members etc.
- 5.1.3 Provide through Dr. Mike Reid on a diverse range of policy areas and matters.
- 5.1.4 Meets quarterly with the Prime Minister in order to maintain relevance in legislation affecting local government.

- 5.3. These options are discussed more fully:

**Option 1:** Local Government from time to time struggles to be heard by Government despite it being the level of government closest to the people. Having a united voice is of absolute importance for the sector. If LGNZ should cease to exist, local governments will have to try and promote their best interests with Government individually, which will have much less impact than having a united, strong and effective voice. The likes of Auckland City and Wellington City will likely still receive some hearing from the Government but the needs and aspirations of cities are very different to that of rural New Zealand and it cannot represent small to medium local government. This option recognises this.

The work LGNZ backroom staff does in analysing new legislation and policy is most valuable. It can be said that SOLGM does the same, the difference being that SOLGM does not represent Councils as such.

**Option 2:** The reality is, unfortunately that LGNZ has, at times lost its focus as a representative voice for local government in New Zealand and its leadership has become more self-centred and politically aligned. This has, in the Three Waters matter resulted in its support for a Government initiative without a mandate from its membership and a resultant failure to accept that it had no right to do so. This proved to be a deciding issue for Council.

The continued membership of LGNZ had come up with previous Councils before. The need for a strong united voice and the policy analysis work done by LGNZ staff secured Council's continued involvement in zone level.

**Option 3:** This option hones in on the crux of the matter - Council having lost confidence in specifically the leadership of LGNZ and the reality that the organisation has, in the past become politically aligned rather than representing local government objectively. If the organisation can return to its basic core functions. The focus should be to get as many of the Councils that already have left LGNZ to return, thereby making LGNZ relevant and strong once more.

## 6. CONSIDERATIONS

### 6.1. Legal and Legislative Implications

6.1.1. None of note

### 6.2. Financial

6.2.1. There is a direct saving of the annual subscription fee should Option 2 be chosen. However, it has to be accepted that there may be significant losses to the sector should local government lose its collective voice.

6.2.2. The Draft Annual Plan provides for \$32,267 as annual subscription to LGNZ. Should Council decide on Option 1, it will have to increase the budget as part of the public submissions hearings.

### 6.3. Existing Policy and Strategy Implications

6.3.1. There is immense benefit involved with having a united voice for local government in New Zealand. Unfortunately, LGNZ seems to have lost that as focus over the past few years.

### 6.4. Fit with Purpose of Local Government Statement

6.4.1. Not a consideration. It may need adjustment depending on the option Council chooses.

### 6.5. Effects on Mana whenua

6.5.1. N/A

6.6. Significance and Engagement

6.6.1.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Low	Not of interest other than in relation to the quantum of the subscription.
Is there a significant impact arising from duration of the effects from the decision?	As stated, local government will be worse off if it loses its collective voice.	Refer report.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	N/A
Does the decision create a substantial change in the level of service provided by Council?	Low-medium	It may, depending on how Council needs shared with other local authorities are represented.
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	N/A	See above
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	N/A
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	N/A
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	N/A

6.7. Community Wellbeings and Outcomes

6.7.1. As stated, it depends how well the collective local government interest can be portrayed to Government and other bodies. There is little strength in individuality. Having said that, Council members have severe concerns that LGNZ is not representing the collective interest.

6.8. Other

6.8.1. It is an important decision that should not be taken lightly.

**7. CONCLUSIONS**

Refer the report.

**8. NEXT STEPS**

- 8.1. Should Council opt for Option 3, the matter remains unresolved and Council will have to look at it again, against the background of the feedback from other local authorities.

**Confirmation of Statutory Compliance**

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## 5.2 MAYOR'S UPDATE

**File Number:****Report Author:** Mayor Tania Gibson**Report Authoriser:** Acting Chief Executive**Appendices:** Nil

### 1. REPORT PURPOSE

- 1.1. To provide an update of the Mayor's activity for the period 16 March to 30 April 2024.

### 2. EXECUTIVE SUMMARY

- 2.1. A key focus for Council during this period has been the completion of the draft Enhanced Annual Plan, approved by Council on 9 April. Acknowledgement must go to the Council team for their efforts in getting this compiled. Consultation opened on 15 April and although Council have had a presence at various events, a number of drop-in sessions will be scheduled for early May and it is hoped we will receive some constructive feedback not only for this year but looking ahead for next year's Long Term Plan.
- 2.2. Our district has hosted several large events during the last month, and this is great for the community. Ag Fest was again a huge success, in spite of interference from the weather in the lead up. The Lego Brick Show and Art in the Park were also two-day events and there have been various smaller events including the Street Sprints, Westland Car Rally and markets.
- 2.3. I attended the opening of the Army's new operating base in Jacks Road and it is great they now have a presence in the town again and a dedicated site from which to service the West Coast region. This will now provide a much-needed base for training, security and storage necessary to sustain a 25-person local emergency response.
- 2.4. In March I attended the Local Government Zone 5/6 forum in Christchurch. There was discussion around the Local Government funding model and the unsustainability of the current model going forward. The forum included an introductory speech from the new Kaiwhakahaere of Ngai Tahu, Justin Tipa and updates from Hon Mark Patterson, NZ First; Hon Chris Bishop, National and Hon Cameron Luxton, Act MP.
- 2.5. Recruitment for Council's new Chief Executive has now commenced and once applications close in early May, significant involvement from all of Council will be required in the appointment process for this key role in the organisation. This, together with community consultation and finalisation of the Enhanced Annual Plan indicates May and June will be busy months for Council.

### 3. OFFICER RECOMMENDATION

- 3.1 That the Mayor's activity report for the period 16 March to 30 April 2024 be received.

### 4. MAYORAL ACTIVITY SUMMARY

- 4.1. 16 March: Lego Brick Show; St John Cadet judging.
- 4.2. 17 March: Lego Brick Show.



- 4.3. 18 March: Regular catch-up with Acting CE; Radio NZ interview re Taylorville Resource Park; Opening of the new Army building in Jacks Rd; Annual Plan Budget and Rates briefing for Council; interview with Media Works re Taylorville Resource Park.
- 4.4. 19 March: The Mayors Taskforce for Jobs (MTFJ) Coordinator and I spent the morning visiting local businesses to talk to employers and our MTFJ employees. Met with the organiser of “I am Hope” charity event; meeting with Project Manager for the new Library; Cobden community meeting.
- 4.5. 20 March: Initial discussion with Recruitment Agent for Council’s new Chief Executive; regular catch-up with Acting CE.
- 4.6. 21 & 22 March: Local Government Zone 5/6 Forum in Christchurch.
- 4.7. 23 March: Westland Car Rally; Easter market; MC for the West Coast NZ Dairy Awards.
- 4.8. 24 March: Greymouth street sprints.
- 4.9. 25 March: Regular catch-up with Acting CE; presentations to Council on the new library design, an update on the West Coast Wilderness Trail and Enviroschools; March Council meeting.
- 4.10. 26 March: Toki Pounamu meeting; a Development West Coast representative and I met to discuss housing in the community.
- 4.11. 27 March: Regular catch-up with Acting CE; Greymouth Heritage Trust representative met with me to discuss future plans.
- 4.12. 28 March: Meeting with local business-woman; Pink Shirt Day organisers updated me on their plans around this event.
- 4.13. 2 April: The Acting CE and I met with the CE and Chair of West Coast Regional Council to discuss the Taylorville Resource Park.
- 4.14. 3 April: Regular catch-up with Acting CE; Te Tai o Poutini West Coast Housing Meeting; update with MSD Regional Commissioner; the CE and I together with WCRC CE and Chair met with Directors from a local mining operation for an update and discussion on the Government’s Fast-Track Approvals Bill; GDC and WCRC representatives attended a Blackball community consultation session on the speed management plan. There was a good turnout from the Blackball folk with lots of discussion and opinions gathered.
- 4.15. 4 April: Mayors, Chairs & Iwi forum; MTFJ employer and employee visits.
- 4.16. 5 April: Update with local Police Area Commander; Mayors, Chairs & Iwi zoom meeting; I had the pleasure of meeting with the Ambassador for Ireland, while she was visiting the West Coast region. Grey Main Family Fiesta.
- 4.17. 8 April: NZME radio report; Mayors, Chairs & Iwi attended a DWC Trustee meeting to discuss the Te Tai o Poutini District Plan (TTPP); Risk & Assurance Sub-Committee meeting; Grey District Youth Trust meeting.
- 4.18. 9 April: Monthly meeting with Council’s Iwi representative; Extraordinary meeting of the Finance, Regulatory & Business Support Committee followed by an Extraordinary Council meeting.
- 4.19. 10 April: Regular catch up with Acting CE; meeting with local businessman; Life Education Trust.
- 4.20. 11 April: Council met with Recruitment Agent to discuss requirements and recruitment of a new CE; I had the privilege of judging the Korowai competition at John Paul II.
- 4.21. 12 & 13 April: Ag Fest.
- 4.22. 15 April: Catch-up with Acting CE; the CE, GM Operations and I met with Cr Kennedy to discuss Runanga matters. In the evening the GM Operations and I attended a Nelson Creek community meeting.

- 4.23. 16 April: Takiwā Governance Leadership Planning Day; Salvation Army Driver Programme graduation.
- 4.24. 17 April: Regular catch-up with Acting CE; progress update from a Director of a local mining operation; Citizenship Ceremony, welcoming 13 new citizens to our community; visit from Local Government NZ CE and President.
- 4.25. 18 April: Newstalk ZB interview; Tenders Sub-Committee meeting.
- 4.26. 24 April: The GDC Communication & Engagement Manager and I met to discuss upcoming Annual Plan community consultation; meeting with the West Coast Road Safety coordinator.
- 4.27. 25 April: RSA Dawn Parade Service followed by services at Karoro Cemetery; Te Nikau Grey Base Hospital; the Blackball ANZAC Service and Moana Church. A very poignant day commemorating our ANZACs.
- 4.28. 26 April: Catch-up with Acting CE.
- 4.29. 27 April: Rewanui Animal Park; Art in the Park.
- 4.30. 29 April: TTPP Committee meeting; Mayors, Chairs & Iwi meeting; Finance, Regulatory & Business Support Committee meeting followed by the Operations & Capital Programme Delivery Committee and an Extraordinary Tenders Sub-Committee meeting. A Youth Council meeting took place in the evening.
- 4.31. 30 April: the Regional Director for MSD met with me to discuss public service targets and general matters; update with the Police Area Commander; Te Tai o Poutini ROCC (Resilience to Organised Crime in Communities) Leadership Team.

## Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
  - (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

**5.3 CHIEF EXECUTIVE'S UPDATE: 16 MARCH - 30 APRIL 2024****File Number:****Report Author:** Acting Chief Executive**Report Authoriser:** Acting Chief Executive**Appendices:** Nil**1. REPORT PURPOSE**

1.1. To provide an update of the Chief Executive's activity for the period 16 March to 30 April 2024.

**2. EXECUTIVE SUMMARY**

A summary of the Acting CE's work programme during the report period follows.

**3. OFFICER RECOMMENDATION**

3.1. That the Chief Executive's update for the period 16 March to 30 April 2024 be received.

**4. SUMMARY**

4.1. Annual Plan: This proved a very difficult exercise because:

- Individual Managers were not fully ready with budget information for inclusion in the Plan.
- The process was woefully late given the reality that Council has to approve the Plan by 30 June 2024 and strike the rates for 2024/5 before such date. As part of the process, Council in line with its commitment to be consultative, insisted on a reasonable period for public consultation. The process was done within six days and my thanks again go to the Executive Leadership Team (ELT) and other staff involved in the process and to Council who took its associated decisions under time pressure and with a short time to read and understand the associated documentation.
- The budget template used by Council is a major challenge. I believe there are 1260 line-items involved, the descriptions of which are confusing, convoluted and, frankly inefficient.

4.2. New Library: This process required a lot of research in order to understand it and providing Council with long awaited information to enable Council to commit in principle to the project and expenditure incurred on the project up to this point. A lot of effort has gone into determining the roles and contributions of Council and Development West Coast (DWC) as its partner in the Joint Venture being created to construct the Library. These efforts are ongoing at the time of this report. I am also busy going through the legal documentation that will underpin the Council Controlled Organisation status of the Joint Venture. A final report on the matter will go to Council, probably for this meeting.

4.3. Sewer Separation: This is a significant issue with potentially serious repercussions for Council given that raw sewer from 2000 homes in Greater Greymouth is still going into waterways in deference of expired WCRC Resource Consents. A full toolkit has been developed to assist the General Manager Operations in constructively dealing with this into the future. In short, the following process will be put to Council for its approval:

Non-complying property owners will have until 30 June 2025 to, have their on-site services separated and to connect their sewer to Council's collection service. From 1 July 2025 onwards,

Council will, on a staged basis (dictated by the number of Plumbers/Drainlayers in the District) and after following the legal process involved, enter such properties and undertake the separation of services and connection to Council’s collection. The cost will be recovered against property owners as a Targeted Rate. The number of properties involved will see this process taking as much as 10 years!

Council runs the risk of incurring financial penalties for the continuing contravention of the resource consent. Such penalties will have to be passed on to non-complying property owners.

- 4.4. Representation Review: This process was also getting very close to being overdue. A full report will serve before Council on this agenda.
- 4.5. Taylorville Resource Park: This is a very unfortunate matter with potentially serious implications for Council, not only in relation to the potential infection of its water collection works but also in relation to proven, deliberate effluent disposal onto its road and adjoining land. The focus is on finding a solution to the issue, not only in the short term but also in the longer term given uncertainty in relation to sub-soil contamination not yet detected. It is clear that especially the Taylorville community looks to Council to find a solution, the clear expectation being that the facility be closed and the area remediated.
- 4.6. Making the Executive Leadership Team into a united “force” to “drive” the achievement of Council and community expectations for the District. This includes breaking down silo approaches in favour of collective thinking and holding each other to account.
- 4.7. Creative Communities Scheme Committee: Penny Kirk and Andy Ross have recently been appointed to this Committee. They replace long-serving members Nell De Goldi and Claire Shrimpton.
- 4.8. Sport NZ Rural Travel Fund Committee: Additional members were required for this Committee and Josh Komen and Anna-Marie Thomsson have now been appointed to fill these vacancies.

**5. LOCAL GOVERNMENT OFFICIAL INFORMATION ACT (LGOIMA) REQUESTS**

5.1. Summary of requests received for the period 16 March to 30 April 2024

Received	Requested By	Subject	Referred To
20/03/2024	Member of Public	Rainbow Storytime	Library
21/03/2024	ParryField Lawyers	Road Stoppage	Transport; Land; CE
25/03/2024	Resident	Complaints re barking dogs	Regulatory
25/03/2024	Stuff Reporter	Consultant Costs	Finance
28/03/2024	Campaign Company	Payments made to Taituara (formerly NZ Society of Local Government Managers – SOLGM)	Finance
09/04/2024	Member of Public	Rainbow Storytime and similar organisations	Library
15/04/2024	Member of Public	Council owned swimming pools	CRSM
16/04/2024	Fair Go	Parking Infringements	Regulatory
24/04/2024	MBIE Labour Inspector	Property Consent Information	Building
24/04/2024	Access Security	Electronic Office Products and Software usage	ICT
29/04/2024	Grey Star	Civil Defence contact details	Transferred
<b>Total requests received for period 16 March to 30 April 2024</b>			10
<b>Total requests received YTD</b>			33
<b>Total requests received previous YTD</b>			24

<b>Requests completed YTD</b>	27
<b>Requests not completed within 20 working days</b>	0*

\*3 extensions requested

**6. MEDIA REQUESTS**

Received	Requested By	Subject	Total
18/03/2024	Grey Star	Resource Consents weekending 15/3/2024	
18/03/2024	Grey Star	Petrol Station	
19/03/2024	Grey Star	Port of Greymouth	
21/03/2024	Grey Star	McLeans Pit Landfill	
21/03/2024	Grey Star	Liquor Licensing	
25/03/2024	Grey Star	Greymouth New Library Governance	
26/03/2024	Grey Star	Budget already spent on LTP	
26/03/2024	Grey Star	Mayoral meeting 30 June 2022	
26/03/2024	Grey Star	Incorrect rates bills	2
26/03/2024	Grey Star	Rates Rises	
04/04/2024	Grey Star	Staff	
05/04/2024	Grey Star	Resealing of aerodrome	
08/04/2024	Grey Star	Whistleblower PWC	
09/04/2024	Grey Star	Library Resource Consent	
10/04/2024	Grey Star	Staff Numbers	
18/04/2024	Grey Star	Earthquake Prone Buildings	
23/04/2024	Grey Star	LIM Updates	
29/04/2024	Grey Star	Back up water supply	
29/04/2024	Grey Star	Civil Defence contacts	
<b>Total</b>			<b>18</b>

**Confirmation of Statutory Compliance**

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul> <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>
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## 5.4 DOCUMENTS EXECUTED UNDER THE COMMON SEAL OF COUNCIL

### File Number:

**Report Author:** Democracy Advisor

**Report Authoriser:** Acting Chief Executive

**Appendices:** 1. Plan of Premises - Westland Recreation Centre

### 1. PURPOSE

The following documents have been prepared in accordance with previous resolutions of the Council and/or the provisions of the Local Government Act, 2002 and other relevant statutes.

It is now proposed that the Council authorise the signing and sealing of these documents.

### 2. OFFICER RECOMMENDATION

That the following document be executed under the Common Seal of the Council:

1. Deed of Lease between Landlord Grey District Council and Tenant West Coast Emergency Management. That part of the Landlord's premises currently known as the Westland Recreation Centre, situated at 83 High Street, Greymouth (being legally described as Part Reserve 994, Gazette Notice 55806), and more particularly shown as the room marked "Activity Room" and highlighted in red on the attached plan together with the storage space highlighted green on the attached plan.  
Car Parks: Shared use of car parking area with no specifically designated car parks.
2. Land Transfer Plan - Cobden Reservoir, Matheson Street, Cobden. Title Plan LT 584967. Lots 1 & 2 being subdivision of Sections 153, 154 and 161 and easement over Part Section 145 Square 119, between Housing Corporation of New Zealand and Grey District Council.
3. Deed of Ground Lease Renewal between Robin John Gordon Ross and Wendy Ross, and Grey District Council, for the property located at 5 Doyle Street, Blaketown, Greymouth.  
Deed of Surrender of Lease, Grey District Council as successor to the Harbour Board pursuant to the Local Government (West Coast Region) Reorganisation of Order 1989 (as Lessor) Robin John Gordon Ross and Wendy Ross, for the property located at 5 Doyle Street, Blaketown, Greymouth, is surrendered by agreement from the date of execution of the new Deed of Lease.
4. Deed of Sublease between Grey District Council and Richmond Glass (2014) Ltd for the property situated at 33 Lord Street, Greymouth being legally described as part of Part Section 197 Block 30, Greymouth.
5. Deed of Assignment of Lease between Grey District Council and William Roger Ryan and Matthew Luke Ryan, for the property located at 154 Bright Street, Cobden.

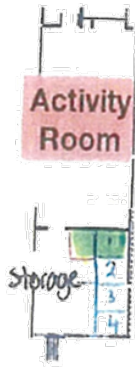
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Plan of Premises

Image one (refer Premises)



Activity Room - 166 m<sup>2</sup>

Storage - 15 m<sup>2</sup>

(highlighted green)

Bay 1 - existing

Red lines - to be constructed at tenant cost

## 5.5 INCREASE OF BORROWINGS OF COUNCIL WITH LGFA

**File Number:**

**Report Author:** Finance Manager

**Report Authoriser:** Group Manager Support

**Appendices:** Nil

### 1. REPORT PURPOSE

- 1.1. That Council notes the need to increase borrowing to fund the Port Operations and completed Kaiata Water Supply capital project.

### 2. EXECUTIVE SUMMARY

- 2.1. Council has budgeted to Loan fund the Port Operations and Capital projects through the Long-term and Annual Plan processes. Especially the latter has been funded from income as a means of reducing loan costs for as long as possible. The uptake of loans cannot be delayed further.
- 2.2. It is important to note that it is Council's policy to fund the operational shortfall of Port of Greymouth through debt. Whilst the practice of funding operations through debt is highly questionable, it appears that the ever-growing port operational shortfall became too hard to fund by other means hence decision to debt fund it.
- 2.3. Historically, the Port was given to Council as part of the 1989 Reorganisation. Instead of it being an income generating asset (i.e. Christchurch Airport for Christchurch, Selwyn etc) it functioned at a loss of \$450,000 p.a. Council developed a strategy to address the shortfall which had two parts, namely:
  - Westfleet and Talleys were expected to, in addition to their landing fees, pay a lump sum per annum towards addressing the shortfall.
  - Council commenced selling Port Endowment Land as a means of covering the annual shortfall.

It is unclear whether the fishing industry contributions ever materialised.

### 3. OFFICER RECOMMENDATION

That Council

1. Receives the report.
2. Authorises the increase of borrowings with the LGFA by \$2M over a period of 10 years.
3. Authorises the Acting Chief Executive to sign the required LGFA documentation for the increase in borrowings of \$2M.

### 4. BACKGROUND

- 4.1. Refer the above. Council borrows money from the LGFA to fund Capital projects and port operational funding due to the port being a lifeline asset. A decision has been made to fund the port operations shortfall through loan funding as part of our Financial Strategy. The funding required is as follows:



The current requirement for the Port Operations is:

Revenue YTD	\$318,583
Expenditure	\$795,651
Shortfall (To fund)	<b>\$477,068</b>

- 4.2. The Kaiata new water supply project amounting \$1,661,948 was earmarked to be funded from borrowings as this asset will be utilised over the lifetime of the asset over multiple generations. It has been temporarily funded ex- income but this cannot be sustained.
- 4.3. The total increase required by Council is \$2million. This will bring our borrowings to an expected \$32.6 million at the end of the current financial year.

**5. SIGNIFICANCE AND ENGAGEMENT**

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	No	The borrowings are still within the Council limits set in the LTP and there are no breaches of loan covenants.
Is there a significant impact arising from duration of the effects from the decision?	No	There is no significant impact, the decision in line with the LTP and AP.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes	The decision relates to borrowings, which in turn are used to fund capital projects, including strategic assets.
Does the decision create a substantial change in the level of service provided by Council?	No	The decision is in line with the current LTP and is needed to maintain the levels of service as planned in the LTP.
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	Council’s debt will still be below the predicted amount of debt per the LTP and AP.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	The decision does not involve a CCO or CCTO.
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	The decision does not involve entry into a private sector partnership or contract.
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	The decision does not involve Council exiting or entering from a group of activities.

**Confirmation of Statutory Compliance**

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul> <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>
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## 5.6 REPRESENTATION REVIEW: TRIENNIAL REVIEW

### File Number:

**Report Author:** Acting Chief Executive

**Report Authoriser:** Acting Chief Executive

**Appendices:**

1. Public Notice
2. Representation Review Summary Proposal
3. Representation Review Proposal
4. Ward Boundaries: Aerial View
5. Representation Review: Process and Timeline

### 1. REPORT PURPOSE

- 1.1. A decision of Council on key questions relating to its election process, including:
- Should election of members be done at large, in ward context or a mixture of the two?
  - Are our communities well represented through the current ward system?
  - Should Council create Community Boards or less formal bodies like consultative committees or advisory groups as a means of representation?
  - Should Māori wards be established?

### 2. EXECUTIVE SUMMARY

- 2.1. Council, per S. 19H of the Local Electoral Act 2001 must undertake a review of representation arrangements once every period of 6 years. The last review was for the 2019 and 2022 elections.
- 2.2. This report will indicate that the current ward boundaries remain relevant in that it complies with the +/- 10% representation variation and asks questions of Council re the issues outlined in 1.1 above.
- 2.3. This report points out that the important issue of Māori ward representation has become more challenging in that the provision that 5% of the community can petition a poll on the matter no longer exists. The Government is in the process of reinstating this and this report accepts this will be in place before the Review process is completed.

### 3. OFFICER RECOMMENDATION

That Council confirms the process followed during previous Representation Reviews and:

1. Takes note of statutory and other considerations involved.
2. Confirms that each community enjoys effective representation and that there is no need for Community Boards.
3. Based on the views of local Iwi on the matter, Council determines that a Māori Ward or wards not be created. In this respect, it is noted that the Kaiwhakahaere of Te Rūnanga O Ngāti Waewae enjoys a seat and full voting rights on Council's Committees and the right to attend and participate (but not vote) at Council meetings and that the Rūnanga does not want a seat on Council.
4. Confirms four Wards and retention of current boundaries, noting that 2024 Census data confirms voter dispersion and representation conforming to the +/- 10% variation requirement.

5. For the purposes of the above, confirms that:
  - The above provides fair and effective representation for the communities of interest, is simple, easily understandable, and implementable and that it conforms with statutory requirements.
6. That Council approves the Draft Representation Proposal attached hereto as Annexure A and notifies it for public input per the proposal and the summary proposal.
7. That Council notes the process requirements for the process as a whole as outlined in Annexure B.

**OR**

That Council

1. Takes note of statutory and other considerations involved.
2. Based on the alternatives outlined in the report, determines the need to create a Community Board for a community of interest or, if the Ward system is to be used, a Community Board for each Ward, noting that:
  - Council used to have a Community Board in the Northern Ward but elected to not continue with it.
  - Community Board representation has to be funded from the Indicative Remuneration Pool determined by the Remuneration Authority from time to time and that it requires an administrative budget, delegations and process interventions with Administration costs coming from either a Targeted Rate against that community or as a General Rate.
3. Decides on the question whether some members (excl. the Mayor) should be elected “at large” across the District and, if so, how many or whether some members should be elected in Ward context, like now, and if so, the number of such Wards, its boundaries and the name of each Ward.
4. Council decides whether or not to establish a Māori Ward or Wards noting the views of the local Rūnanga.

**4. BACKGROUND**

- 4.1. S. 4 of the local Electoral Act 2001 defines the principles of the Act as:
  - 4.1.1. Fair and effective representation for individuals and communities. This is based on three factors, namely identification of communities of interest, effective representation of such communities of interest and fair representation of electors based on the +/- 10% rule for wards.
  - 4.1.2. All persons have a reasonable and equal opportunity to cast an informed vote, nominate candidate(s) and accept nomination as candidate.
  - 4.1.3. Public understanding of and confidence in the electoral process through:
    - a regular election cycle
    - elections managed independently
    - freedom of choice and secrecy of vote
    - transparent processes and systems pertaining to election results
    - impartial dispute resolution

**Form of Representation:**

- 4.2. S. 19H of the Local Electoral Act 2001 requires territorial authorities to undertake a review of their representation arrangements at least once every period of 6 years. This period of review will be for the 2025 and 2028 election.
- 4.3. In reviewing the representation, Council needs to consider the following:
- What is its understanding of “fair and effective representation for individuals and communities” as it applies to Grey District?
  - What distinct communities can be identified in the Grey District?
  - What are the advantages/disadvantages of the three forms of representation being “election at large”, in ward context or a mixture of at large and wards in achieving “fair and effective” representation.
  - Should Māori be directly represented around the Council table? The view of Te Rūnanga o Ngāti Waewae is that this is not required. Notwithstanding, if a demand for a poll signed by 5% of the community (not yet law) is received, Council has no option but to have such a Poll.
  - Should we have secondary structures across the District on a uniform basis, i.e. a Community Board or advisory boards in each ward.
  - How many wards/Councillors?

**Community Board or Subordinate Structures**

- 4.4. If Council is of the opinion that a specific Ward (community of interest) will benefit from greater fairness and efficiency in representation, by the creation of a Community Board as identified by Schedule 6 of the Local Government Act 2002, it can signal its intention to create such a Board. Notwithstanding Council’s decision, in a community of less than 1500 persons, a minimum of 100 electors representing the majority present at a meeting called by public notice may propose that an area/ward be constituted as a Community Board. If Council considers the need for such Boards, it should determine whether it is to be:
- One Community Board only with 4 elected members and no more than half of this number of non-elected members;
  - No Community Boards
  - One Community Board in each Ward
  - Or rather ward or community committees.

If yes:

Option 1: Constitute them per Schedule 6 of the Local Government Act or

Option 2: Opt for an informal advisory body approach.

If a formal Community Board is selected, remuneration is payable to non-elected members per the Remuneration Authority determination (separate process). This is funded ex the Remuneration Poll. In the case of the Northern Ward Community Board, its administration costs were recovered against that community by means of a Targeted Rate.

**Māori Wards and Māori Constituencies**

- 4.5. The former S. 19ZB of the Local Electoral Act 2002 has been repealed under the previous Government. This provided for any decision to create a Māori ward to be subject to review if 5% of the population ask for it. This decision on Māori wards must be made **a minimum of two years before** the next triennial election for it to take effect at the next election. If a decision is made now, it will not apply to the 2025 election but it will apply to the 2028 election.

It is noted that the Purpose of Local Government includes the provision to maintain and improve opportunities for Māori to contribute to local government decision-making processes.

An important consideration is the fact that the local Iwi oppose the creation of a Māori ward. Council, some 5 years ago decided to invite the Kaiwhakahaere for Te Rūnanga O Ngāti Waewae to take a seat at the Council table and to participate fully in deliberations. Unfortunately, because of Representation limitations, he could not vote. Council has since abandoned the highly effective portfolio system for a Committee system where the Kaiwhakahaere could enjoy full voting rights.

Whilst this provides a very strong impetus for Council's decision on the matter, it has to be accepted there is an expectation that a Māori ward be created as a means of improving Māori participation in decision-making. The proposed Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill (currently before Parliament) will reinstate the Poll requirement. Per the formula provided for in Schedule A, a single district wide Māori Ward can be created. This, per the proposed legislation referred to, will involve a Poll.

#### **Benefits and negatives of key forms of election outlined in this report**

##### 4.6. Election at large

###### Benefits:

- Each Councillor is elected from and represents the District as a whole (as opposed to wards).
- This is likely to result in the best quality candidates.

###### Negatives:

- This may mean that not all small communities or parts of the District are represented around the Council table.
- Candidates will find it more difficult to campaign.
- The personal link between a Councillor and his/her electorate becomes more difficult given a District wide rather than Ward representation.
- It may see more or even all Councillors living in one area say Greymouth which distorts representation.
- Candidates with a meaningful personal profile will have an advantage through name recognition.

##### 4.7. The Ward system

###### Benefits:

- Easily recognisable link between Councillor and Ward electorate.
- Pure form of community representation.
- Most effective especially in single member Wards.
- Tried and true.

###### Negatives:

- May result in parochial thinking with Ward interests being promoted above District interests.
- May lead to divisions based on geography rather than merit.
- Voting can be on personality rather than ability.

##### 4.8. Ward and at large mixed

**Benefits:**

- Likely to provide a good mix of community representation and representation of wider interests.

**Negatives:**

- Councillors “at large” are less likely to resonate with a particular community.
- Risk of division based on geography rather than merit.
- “At large” Councillors may be seen as “generalists” and of lesser importance.
- Strong likelihood that “at large” Councillors will come from urban areas.

**5. CONSIDERATIONS****5.1. Legal and Legislative Implications**

- 5.1.1. The Local Electoral Act 2001 is the main piece of legislation with notably S.14 of the Local Government Act 2002 also involved. The proposed Local Government (Electoral Legislation and Māori Wards and Constituencies) Amendment Bill currently being enacted will reinstate Polls as basis for Māori Wards. For purposes hereof it is not a consideration but it will impact on the decision as soon as promulgated.

**5.2. Financial**

- 5.2.1. A change in the number of elected members will impact the Annual Plan and Long Term Plan. The Indicative Remuneration Pool as determined by the Remuneration Authority will be the “static” and changes will have to be accommodated within the Pool.

**5.3. Existing Policy and Strategy Implications**

- 5.3.1. Each Review is new. However, it is difficult to overlook systems and processes that have proven effective in the past. It is important to decide on systems that the electors will understand. Council has, for some years now, used a very similar approach which has become understood by our community.
- 5.3.2. Another important issue to provide for is the stance of the New Zealand Government re the Polls on the principle of Māori Wards.

**5.4. Fit with Purpose of Local Government Statement**

- 5.4.1. Council’s focus remains on our community and its best interests.

**5.5. Effects on Mana whenua**

- 5.5.1. Refer comments re Māori Wards and the views of local Iwi on the matter.

5.6. Significance and Engagement

5.6.1.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Potentially high	Recent Government directives made it more controversial.
Is there a significant impact arising from duration of the effects from the decision?	.Yes	It sets the scene for democratic representation in the District
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
Does the decision create a substantial change in the level of service provided by Council?	No	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Probably not	It depends what Council decides.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	no	

5.7. Community Wellbeings and Outcomes

5.7.1. Important for democracy to work.

5.8. Other

5.8.1. NA

**6. CONCLUSIONS**

6.1. It is an important decision for Council to make.

**7. NEXT STEPS**

7.1. Council must determine the basis. It then has to be notified for public input.



## Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
  - (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

**PUBLIC NOTICE**

**INVITATION FOR PUBLIC INPUT RE REPRESENTATION REVIEW PROPOSAL**

Notice is herewith given per the provisions of S. 19M of the Local Electoral Act 2001 that the Representation Review Proposal for the Grey District Council for the 2025 and 2028 triennial local elections is open for inspection and submission.

A copy of the Proposal including aerial photographs showing proposed Wards and Ward boundaries will be open for inspection at the front desk of Council’s main offices (cr. Puketahi Street and High Street) for a period of one month from the date of Council’s decision on this, being 13 May 2024.

Written submissions on the Proposal and the key aspects outlined in the proposal will be accepted until noon on **17 June 2024**. Submitters are encouraged to indicate on their submissions that they want to speak to such submissions either by themselves or accompanied by a support person. It is to be noted that:

- All submissions will form part of a public agenda.
- It will be dealt with/heard in Open Council.
- Submissions will be acknowledged in writing.

Council will hear submitters and consider submissions at its meeting on 24 June 2024. Submitters will be formally advised of the outcome of their submissions and their rights of objection/appeal.

Paul Pretorius  
Acting Chief Executive

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For office use:

## GREY DISTRICT COUNCIL

### 2024 REPRESENTATION REVIEW

#### SUMMARY OF PROPOSAL

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Council undertook a Representation Review per the provisions of the Local Electoral Act 2001. In the process, it considered “fair and effective representation” and “community of interest” as important concepts to be provided for in the Review. At its meeting on 13 May 2024, Council resolved:

- The current ward system provides fair and effective representation for the communities of interest that is simple, easily understandable, and implementable and will be retained with current ward boundaries unchanged.
- Councillor representation across the four wards will continue to be Northern – one (1); Eastern – two (2); Central – three (3); Southern – two (2).
- Each community of interest enjoys effective representation and there is no need for Community Boards.
- Based on the views of local Iwi, there is no need for the creation of a Māori Ward or wards.

## GREY DISTRICT COUNCIL

### 2024 REPRESENTATION REVIEW PROPOSAL

**Issues relating to fair and effective representation**

The Local Electoral Act 2001 requires Councils to implement “fair and effective representation for individuals and communities” In its discussions, it was concluded that “fair representation” focuses on individuals, i.e. one-person-one-vote-one-value, whilst “effective representation” focuses more on representation of communities.

Council confirmed the following as distinct “communities of interest”.

- The **Northern Ward** including primarily Runanga, Rapahoe and Barrytown as historically coal mining settlements.
- The **Eastern Ward** including settlements like Blackball, Stillwater, Dobson, Nelson Creek, Ngahere and Moana as traditionally farming and farming related areas. Moana is perhaps not quite aligned but with a mostly weekend population and its distance away from other more residential settlements, a change of Ward boundaries has not been deemed as productive at this point.
- The **Southern Ward** including Karoro, South Beach, Gladstone, Camerons, and the new residential areas in the Paroa area, as the more modern, residential development area with a predominantly young, white-collar population.
- The **Central Ward** being Greymouth, Blaketown and Cobden as the original Greymouth area housing an established and slightly older population with a long-established social cohesion.

Does the ward system provide for “fair and effective representation”? Council has been using the ward system for all the Representation Review cycles up to now and deem it effective in that:

- Ward sizes are small enough to provide for easy and productive contact between Councillor and resident and between resident and full Council.
- It is a well proven system.
- It is simple and easily understandable to the public.
- Communities of interest is well served by current ward boundaries.

**The current ward system and existing ward boundaries as an option**

Statistics NZ population estimates: 2023

Ward	Population	Councillor / Population	10% Range	Outside/Inside Range
Northern	1,690	(1) 1690/1,783	-93	-5.19% OK
Central	5,110	(3) 1703/1783	-79	-4.44% OK
Southern	3,670	(2) 1,835/1783	53	2.95% OK
Eastern	3,790	(2) 1,895/1783	113	6.31% OK
Totals	14,260	(8) 1,783		

All wards are within the +- variation

*An aerial photo of ward boundaries is attached hereto.*

**A mixture of Ward and “at large” or an only “at large” system of representation**

Council does not believe that:

- Any change in a simple ward representation will have benefits over status quo, neither on the basis of fairness and efficiency nor in relation to providing for communities of interest.
- A reduction in the number of wards will certainly impact on effective representation whilst an increase in wards will not improve current efficiency and fairness.

A purely “at large” system is numerically easy but introduces difficulties which, in the opinion of Council introduces important challenges to representation.

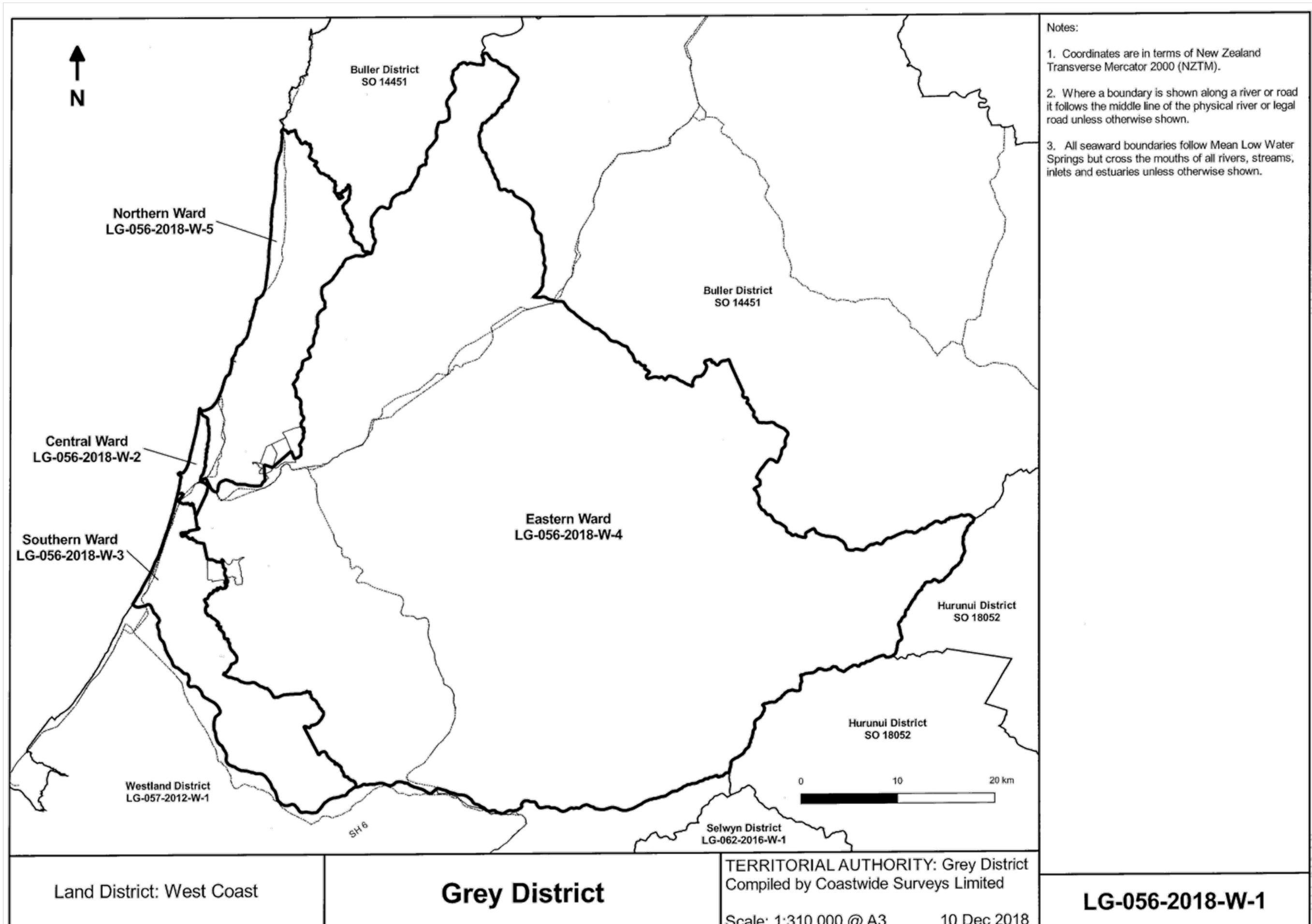
**Representation of Māori**

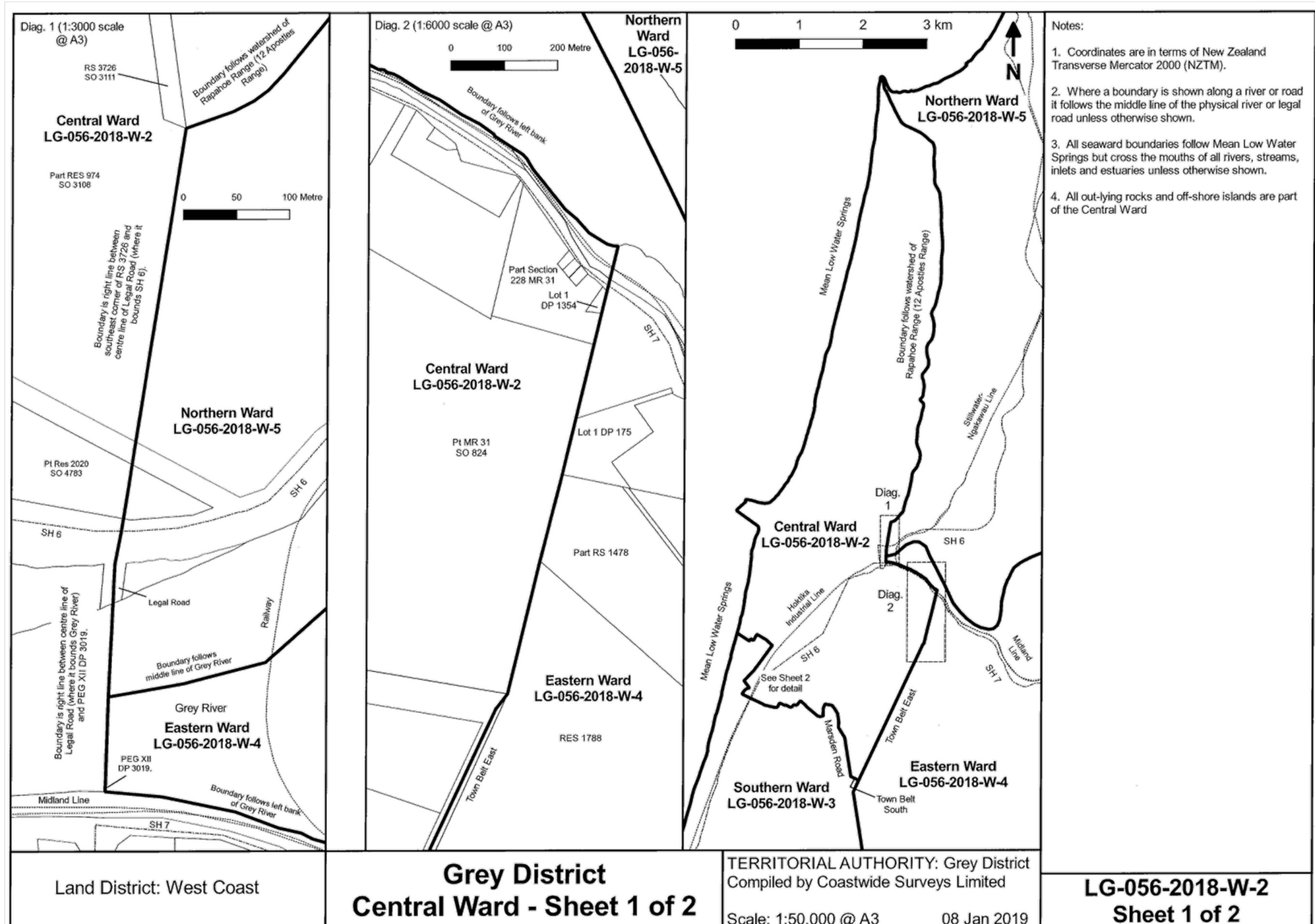
Council recognises the political and cultural importance of the “Māori seat” debate. Based on the formula provided in Cl.2 of Schedule 1A of the Local Elections Act 2002 Māori will qualify for one seat, elected “at large”. New legislation is currently being enacted by the Crown restoring a public Poll as basis for any decision to provide for a Māori seat on Council.

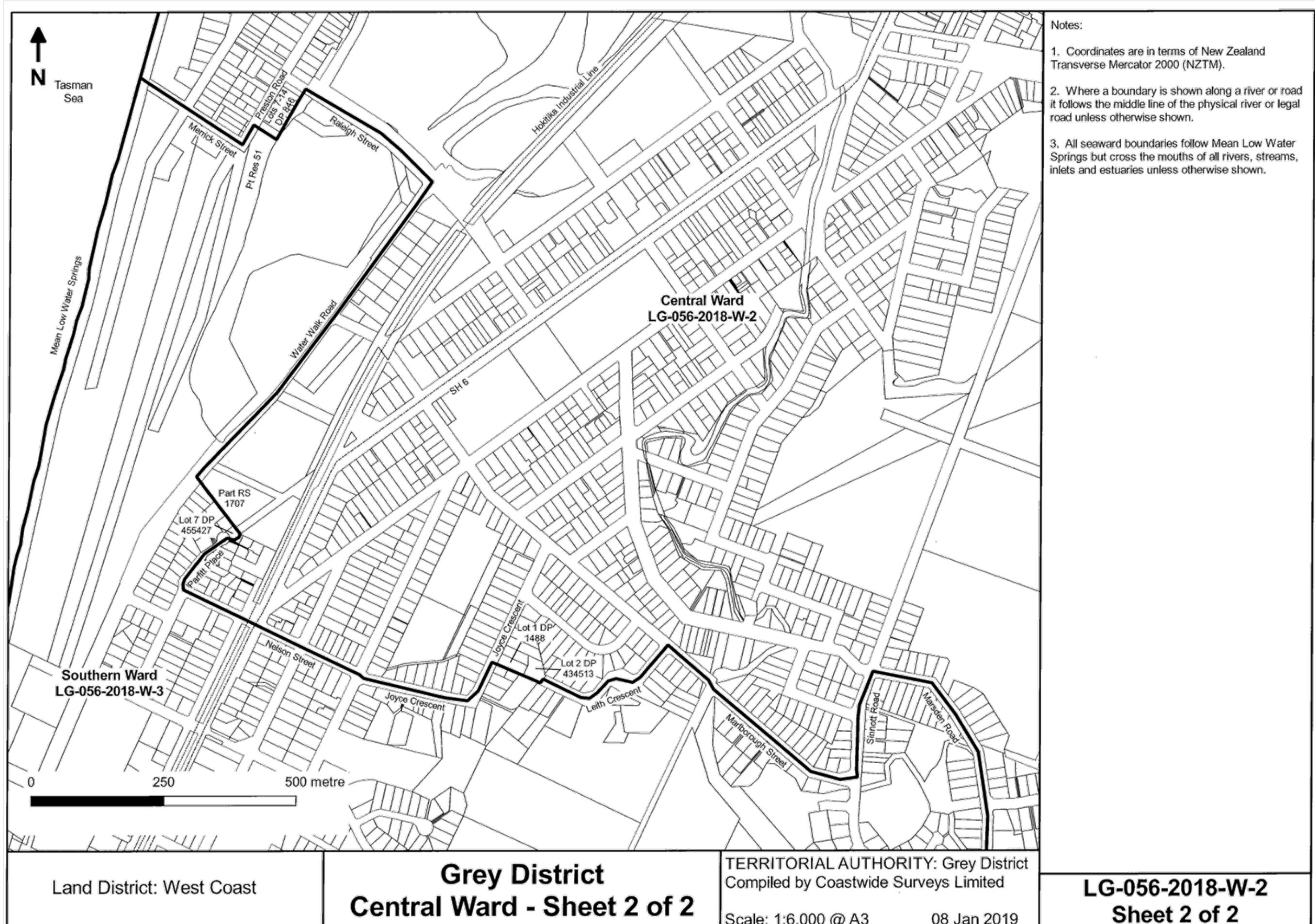
Council is being led by the direction provided to it by the local Iwi on this question. Te Rūnanga o Ngāti Waewae advise that its attendance on Council Committees is deemed most valuable and, for that reason it does not support a Māori seat on Council. On that basis, Council is **not** proposing to create a Māori seat.

**Creation of Community Boards**

Council deems the Ward system in place as providing most efficiently for specific communities of interest within the District. Historically, the Northern Ward as a separate local authority prior to the 1989 Reorganisation had a Community Board, but this has since been abandoned some years ago.







Land District: West Coast

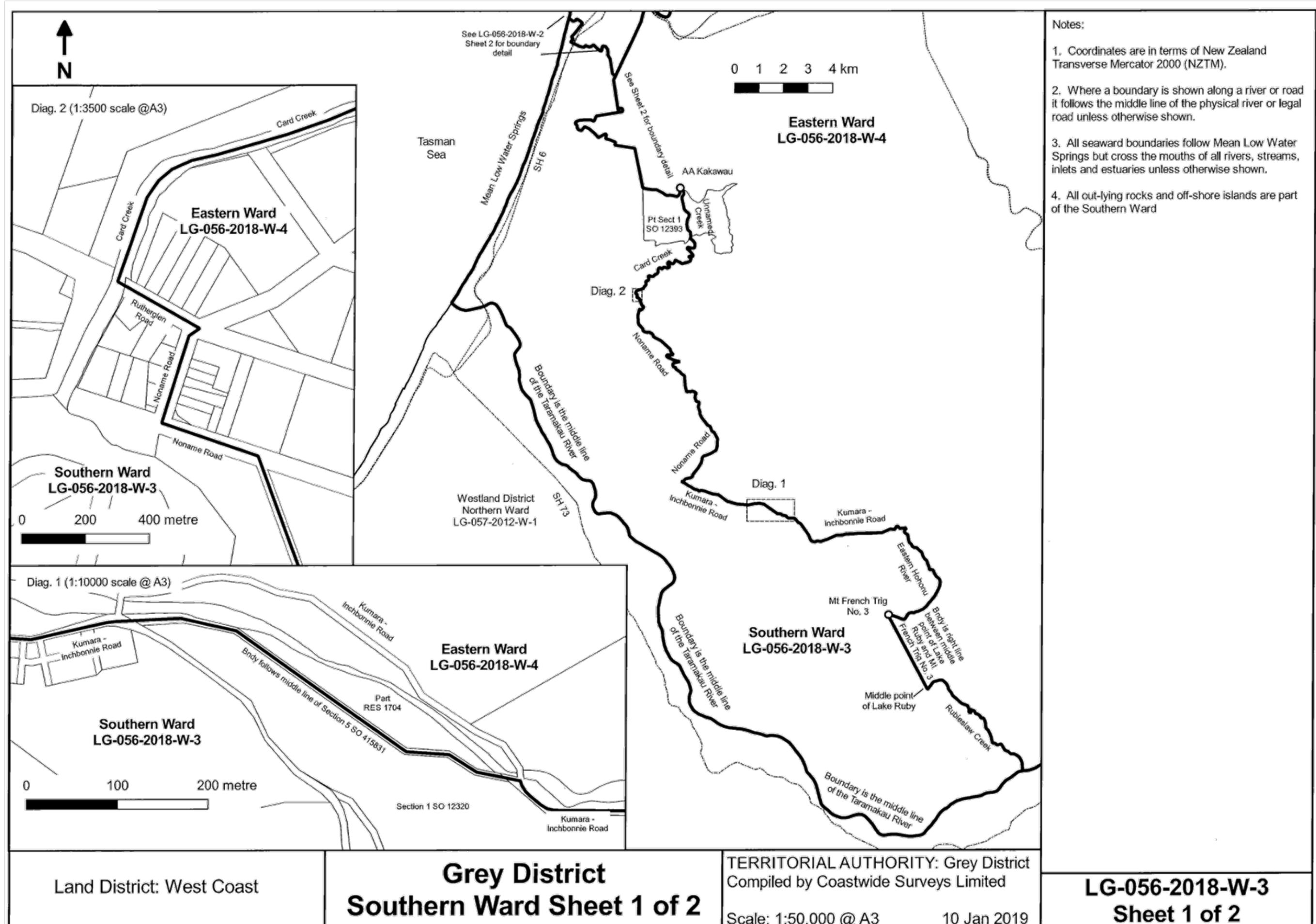
**Grey District  
Central Ward - Sheet 2 of 2**

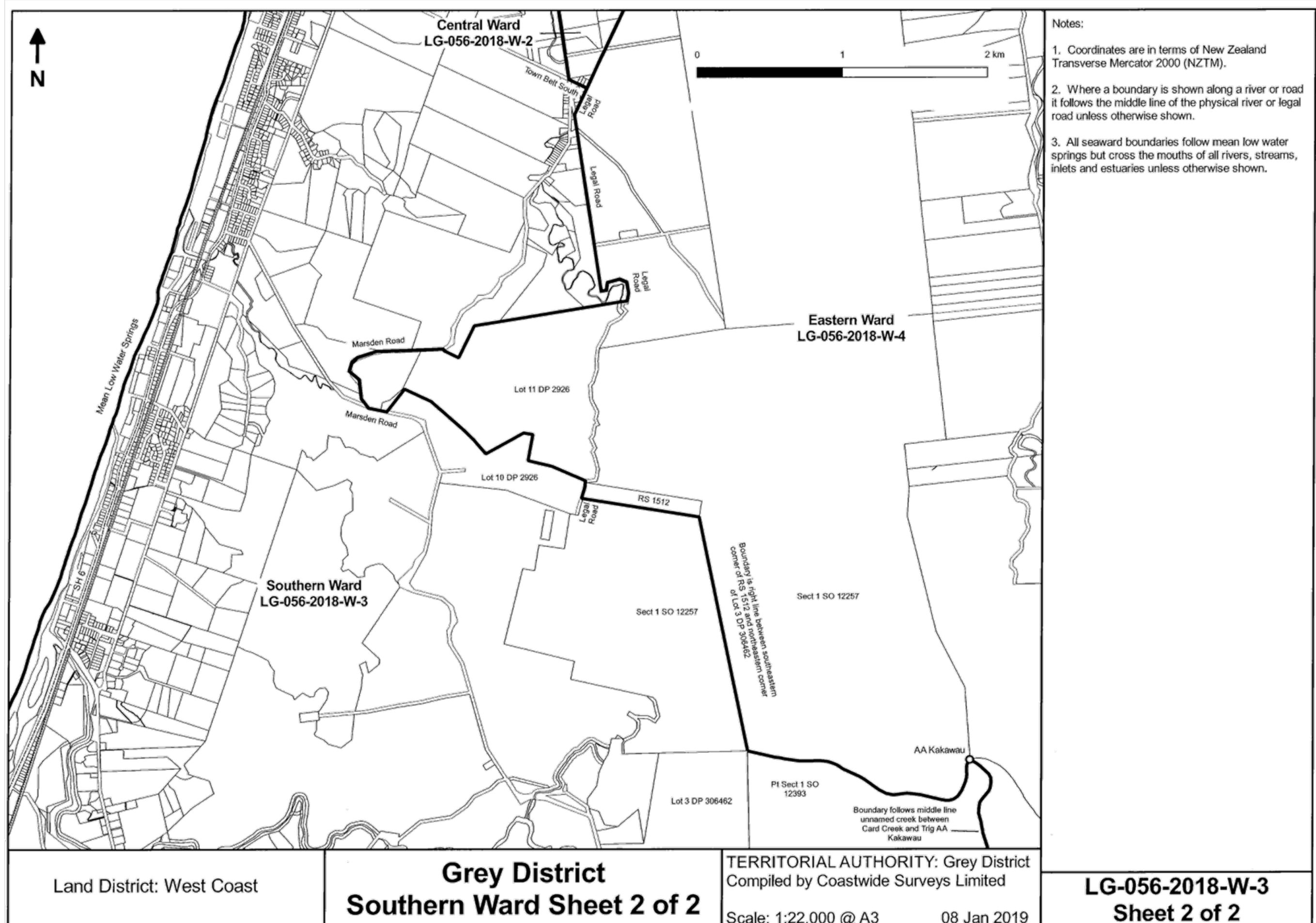
TERRITORIAL AUTHORITY: Grey District  
Compiled by Coastwide Surveys Limited

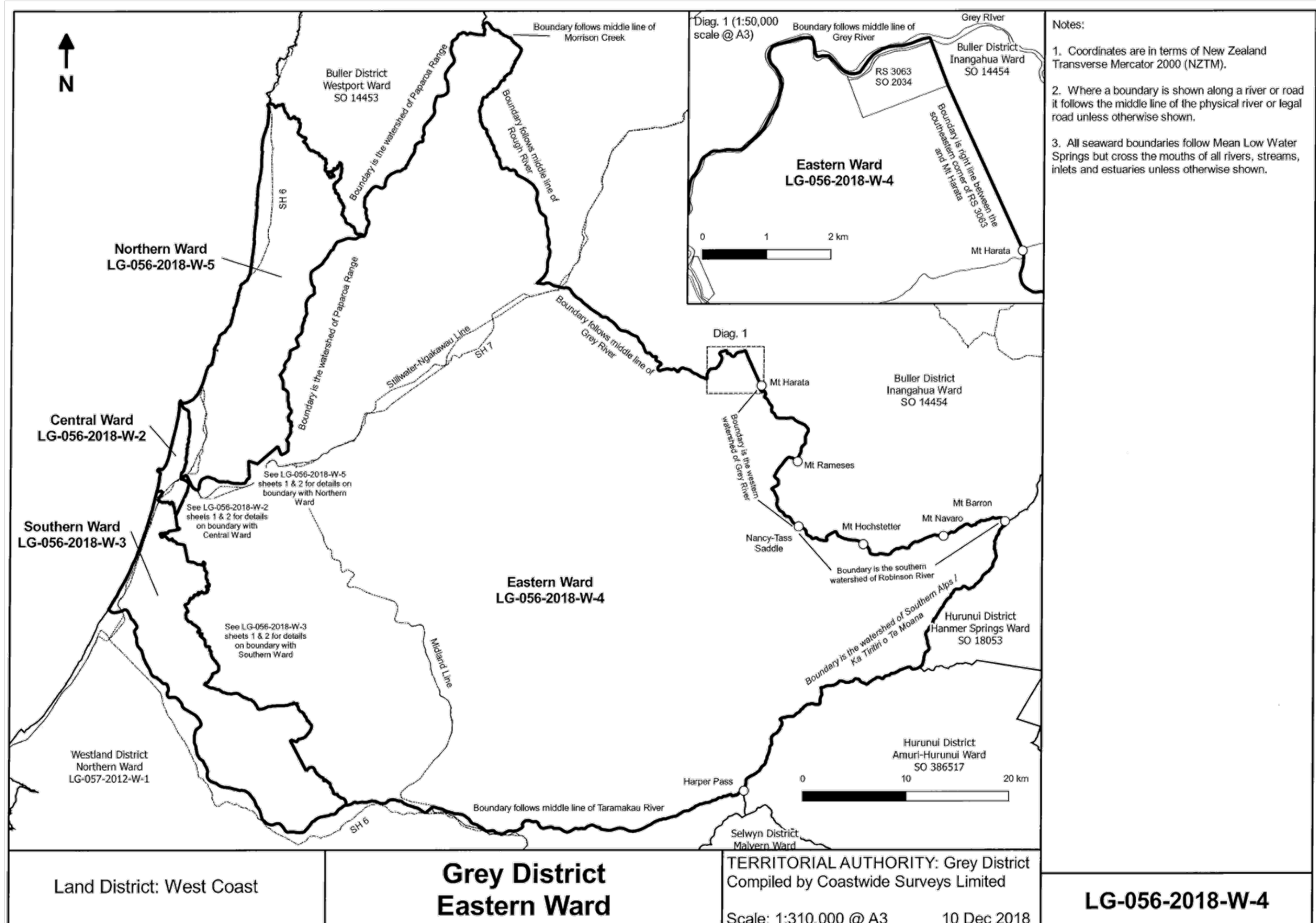
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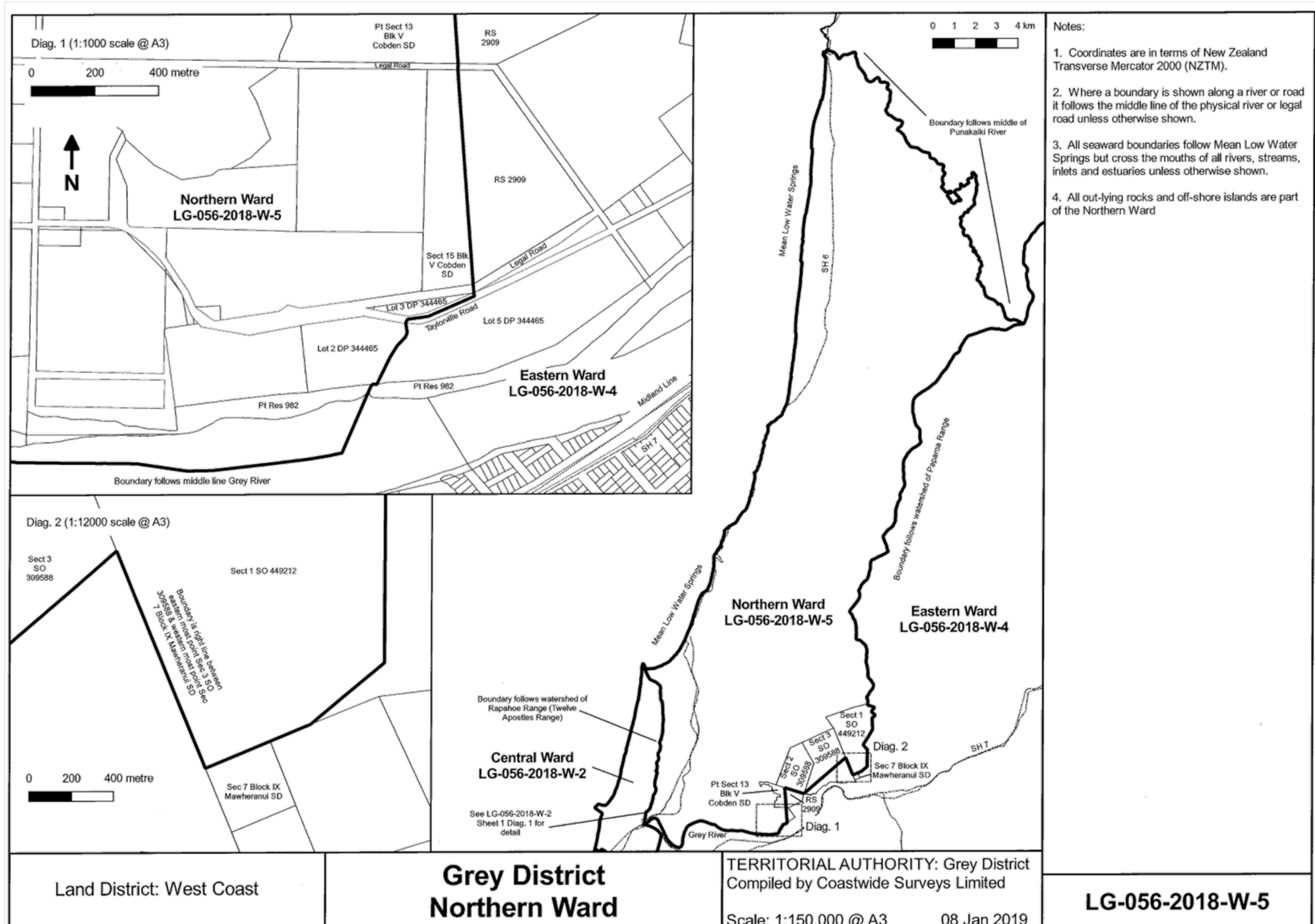
**LG-056-2018-W-2  
Sheet 2 of 2**







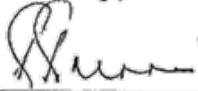




I certify that the boundaries shown on the plans numbered LG-056-2018-W-1, LG-056-2018-W-2, LG-056-2018-W-3, LG-056-2018-W-4 and LG-056-2018-W-5 are the same as boundaries determined by a resolution of the GREY DISTRICT COUNCIL on 11 June 2018 and publicly notified under Section 19Y(1) of the Local Electoral Act 2001.

The plans numbered LG-056-2018-W-1, LG-056-2018-W-2, LG-056-2018-W-3, LG-056-2018-W-4 & LG-056-2018-W-5

Replace the existing plan numbered LG-056-2013-W-1

Signed:  Date 15.1.19

Paul Pretorius  
Chief Executive  
GREY DISTRICT COUNCIL

I certify that the plans numbered LG-056-2018-W-1, LG-056-2018-W-2, LG-056-2018-W-3, LG-056-2018-W-4 & LG-056-2018-W-5 renders the boundaries capable of identification for the purposes of section 19Y(3)(b) of the Local Electoral Act 2001.



Gary Regaldo

18 / 1 / 2019

Technical Advisor Survey, Land Information New Zealand

Pursuant to a delegation from the Surveyor-General under section 8 of the Cadastral Survey Act 2002

**PROCESS REQUIREMENTS AND TIMELINE FOR REPRESENTATION REVIEW**

S. 19K	Approval of a Representation Review Proposal. Must include description of each Ward and its boundaries readily identifiable	13 May 2024	Must be done by 31 July
S. 19L	Send a copy of proposal to Electoral Commission, Surveyor-General, Government Statistician, Remuneration Authority and WCRC	16 May 2024	
S. 19M	Give public notice of proposal inviting comments for consideration by Council. Must state where full proposal can be inspected, the ratio between population per proposed member and reasons for it must be advised.  Confirm a period of one month within which to comment.  All submissions must be acknowledged and submitters must be given the opportunity to be heard with every advice how they can be heard.	Within 14 days of date of decision	
S.19N	The deliberation of submissions must be done in public and all submissions have to be made public.  At the meeting, consider all submissions and formulate a decision on each. Changes must be incorporated in the notice to follow.  Give notice to submitters outlining the decisions and the reasons for such decisions. Also advise them of their right of appeal or objections to changes made.  Advise the Electoral Commission, Surveyor-General, Government Statistician, Remuneration Authority, WCRC.  Note. If no appeals or objections is received, Council in terms of S. 19 Y	No later than 8 weeks later	

	<p>must give notice that the determination at the 19N hearing is final and publish a notice to this effect. A copy of the notice is to be given to the Commission, the Surveyor-General, Government Statistician, Remuneration Authority, Secretary for Local Government and WCRC.</p> <p>A description of the boundaries must be sent to the Surveyor General and the Surveyor General certifies that the Plan is sufficient to render the boundaries of each ward capable of identification. The Surveyor-General may correct minor mistakes and inconsistencies without going through the formal process again.</p> <p>Council has to pay the Commission for its services in this.</p> <p>It becomes effective at the next triennial election and full information must be readily available for inspection at Council offices throughout the triennium.</p>		
S.19O	<p>Submitters who have been advised of the outcome of their submissions per 19N may lodge a written appeal against the decision. Appeals must identify matters to which the appeal relates and may not raise new issues.</p>	<p>Not later than 3 December</p>	
S. 19P	<p>If a Council has amended its original decision following receipt of a submission, an objection may be lodged against such change.</p>	<p>As above</p>	
S. 19Q	<p>Send to the Commission, the resolution made under 19H, and any amendments thereto in terms of 19N; copy of the public notice given under 19N; every submission made under 19H and every appeal and objection made under 19O and 19P plus information on communities of interest and</p>	<p>No later than 20 December</p>	



	population that can assist the Commission under 19R.		
S.19R	Commission must consider submissions, appeals and objections as well as community/resident information forwarded under 19Q. Commission can meet with Council, submitters or objectors.	By 11 April the next year	
S. 19S	Notice of every determination and reasons for it must be given by the Commission to Council and by public notice. Commission must send a copy of the notice to Surveyor-General, Government Statistician, Remuneration Authority and Secretary for Local Government. This determination is final.		

## 5.7 DELEGATIONS

**File Number:****Report Author:** Executive Officer**Report Authoriser:** Acting Chief Executive**Appendices:** Nil

### 1. REPORT PURPOSE

- 1.1. The purpose of this report is to seek Council's approval for Part One of a new Delegations Manual, which incorporates delegations to Council committees and subcommittees, and financial delegations to staff. Council's approval to revoke the current Delegations Manual is also sought.

### 2. EXECUTIVE SUMMARY

- 2.1. The Delegations Manual is the record of the delegations of Council and the Chief Executive and, once approved, is the legal basis for which Council's standing subcommittees, other committees, elected members or staff are able to perform these duties. Council adopted the current version of its Delegations Manual in 2023.
- 2.2. The Manual is split into two documents. Part One sets out the delegations' philosophy, current governance structure, and financial delegations delegated to staff directly by Council. Some new levels of delegated financial authority are proposed to senior roles, to align these more closely with other West Coast Councils and, Council's financial transaction levels. The policies these delegations apply to have also been updated.
- 2.3. A new role of Communication & Engagement Manager has been established and this has now also been included into Part One of the Manual. Part One of the Delegations Manual is submitted to Council for approval as part of this report's recommendations (Appendix 1 – attached separately).
- 2.4. Part Two contains the Chief Executive's sub-delegations to staff, both statutory and non-statutory. This document has had some minor changes, the main change being the addition of the "Senior Building Control Officer" which is a new role. Part Two does not need to be formally approved by Council, as the Local Government Act 2002 provides the Chief Executive with the ability to further delegate their power (with some restrictions) but this document is attached herewith for information (Appendix 2 – attached separately).
- 2.5. Once adopted, both Part One and Part Two of the new Delegations Manual will be placed on the Council's website for information and transparency's sake.

### 3. OFFICER RECOMMENDATION

That Council

1. Receives the report "Delegations".
2. Adopts the Grey District Council Delegations Manual Part One – Council and Finance (Appendix 1), to take effect from 13 May 2024.
3. Notes that the Grey District Council Delegations Manual Part Two – Chief Executive will set out the Chief Executive's delegations to staff and will take effect on 13 May 2024, but it will be a living

document that is to be continually reviewed and updated by the Chief Executive and Executive Leadership Team.

4. Revokes the Grey District Council's Delegations Manual 2007 (as amended on 10 January 2022), to take effect from 13 May 2024.
5. Notes that Parts One and Two of the Delegations Manual will be placed on the Council's website after adoption.

#### **4. BACKGROUND**

- 4.1. The Delegations Manual is the record of the delegations of Council and the Chief Executive and, once approved, is the legal basis for which Council's standing subcommittees, other committees, elected members or staff are able to perform these duties.
- 4.2. Delegation means the assignment of a power, function or duty to another, together with the authority to carry out that duty or complete the action assigned with responsibility for the outcome.
- 4.3. Council adopted the current version of its Delegations Manual in 2023.
- 4.4. This report's recommendations seek approval for Part One of the Manual to take effect from 13 May 2024.
- 4.5. Some new levels of delegated financial authority are proposed to the roles of Chief Executive, the Executive Leadership Team (GM Operations, GM Support, People & Capability Business Partner) and the Finance Manager. The purpose of increasing the levels is to align these more closely with other West Coast Councils (similar to Westland and lower than Buller) and, Council's financial transaction levels.
- 4.6. A new role of Communication & Engagement Manager has been established and this has now also been included into Part One of the Manual.
- 4.7. It is desirable to regularly review financial delegation levels to keep these in line with transaction levels, in order to maintain the number of sign-offs required at each senior level.
- 4.8. The policies the financial delegations apply to have also been updated.
- 4.9. All proposed updates to Part One of the Manual are shown as tracked changes and are on page 26 of the document.
- 4.10. Part Two of the Manual does not need to be formally approved by Council. The legal context for this assessment is Clause 32B of Schedule of the Local Government Act 2002, which provides further delegations of power (with some restrictions) to another officer of Council. Council approval does not need to be sought for sub-delegation of any delegations from the Chief Executive to staff.

#### **5. OPTIONS**

- 5.1. To accept the proposed changes to the Delegations Manual Part One.
- 5.2. To decline the proposed changes to the financial level of delegation.

#### **6. CONSIDERATIONS**

- 6.1. Legal and Legislative Implications
  - 6.1.1. Fully compliant with delegation provisions in the Local Government Act.

**7. FINANCIAL**

- 7.1.1. There are no financial or resourcing implications arising from adoption of the Delegations Manual Part One – Council and Finance. Any increases to staff delegated levels of financial authority apply to existing budgets.
- 7.2. Existing Policy and Strategy Implications
  - 7.2.1. There are statutory limitations on what can be delegated. These are outlined fully in the Delegations Manual Part One – Council and Finance (Appendix A).
  - 7.2.2. The Local Government Act also contains other provisions regarding delegations. The proposed Manual complies with these requirements. The Manual proposed fully complies.
- 7.3. Fit with Purpose of Local Government Statement
  - 7.3.1. The report's recommendations comply with the purpose of local government.
- 7.4. Effects on Mana whenua
  - 7.4.1. N/A.

7.5. Significance and Engagement

7.5.1. The decision to adopt the new Delegations Manual is an important one, but not considered to be significant under the terms of the Council’s Significance and Engagement Policy. It deals with the operation of Council business, and this is not regarded as a significant decision under the Significance and Engagement Policy.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	N/A	N/A
Is there a significant impact arising from duration of the effects from the decision?	N/A	N/A
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	N/A	N/A
Does the decision create a substantial change in the level of service provided by Council?	N/A	N/A
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	N/A	N/A
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	N/A	N/A
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	N/A	N/A
Does the proposal or decision involve Council exiting from or entering into a group of activities?	N/A	N/A

7.6. Community Wellbeings and Outcomes

7.6.1. The report’s recommendations do not contradict any of the community wellbeings and outcomes.

7.7. Other

7.7.1. N/A.

**8. CONCLUSIONS**

8.1. The proposed new Delegations Manual Part One – Council and Finance includes up to date information about the current governance structure and current and proposed staff levels of delegated financial authority. The new Delegations Manual Part Two – has had some minor amendments, to bring it in line with current staff structure and continue to be a living document

to ensure greater flexibility and responsiveness for incorporating amendments relating to minor changes.

## 9. NEXT STEPS

- 9.1. The Delegations Manual – both Parts One and Two – will be placed on the Council’s website for information and transparency’s sake.

## Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

## 5.8 COASTAL NATURAL HAZARDS: FLOOD MAPPING FOR GREY DISTRICT: IMPLICATIONS, RESPONSIBILITIES AND THE WAY FORWARD

### File Number:

**Report Author:** Acting Chief Executive

**Report Authoriser:** Acting Chief Executive

**Appendices:** 1. Hydro-dynamic Model Greymouth Map

### 1. REPORT PURPOSE

- 1.1. To apprise Council of the results of recent coastal natural hazards flood and inundation mapping undertaken for the Grey District.
- 1.2. To apprise Council of the legal and operational implications of the mapping having been done.
- 1.3. To propose that Council requests an urgent report from staff on a Policy/Rules for future development on affected property in consultation with the community whilst still complying with Council's legal and ethical obligations and providing for the apparent incongruence between the 100 year focus of the modelling and the 50 year focus of the Building Act. It presents a most challenging assignment and other Councils will be asked how it deals with the matter.
- 1.4. To take instruction from Council on the way forward.
- 1.5. To take instruction from Council on how best to communicate the above to our community.

### 2. EXECUTIVE SUMMARY

- 2.1. As part of the Hazards section of TTPP, a "bathtub" study of the likely coastal natural flooding and inundation scenario for the West Coast had been undertaken for years ago. The process lacked a strong scientific base and, whilst it showed significant impacts for the Coast, the study outcomes appear to have mostly just noted. Its application as part of a quasi-legal process is simply not deemed sufficient.
- 2.2. Since then, a dynamic modelling study was undertaken by NIWA, applying a robust scientific approach to lidar assessments focusing on a 1:100-year scenario. The results have now been published and on the whole, it is less impacting than the bathtub study. A significant number of properties within the District are still affected. Unfortunately, the dynamic modelling for Greater Greymouth and the Hector area of the West Coast had not been done at the same time which means that for Council's purposes, the information re Greater Greymouth (since also completed using dynamic modelling) remains subject to confirmation. The information provided in the annexed aerial photographs re this part of our District must therefore be deemed as "unconfirmed" for probably the next two months.
- 2.3. The TTPP Joint Committee wanted to notify the amended modelling for public input, using dynamic modelling results for the Coast but using the bathtub results for Greymouth and Hector. Council's delegation on the Committee successfully negotiated a circa three month delay in this in order for Council to note the modelling results for Grey District including the recently completed, unconfirmed findings for Greymouth, decide on its next steps and, importantly how it communicates the issue to our community.
- 2.4. With the information now available, Council has several obligations, namely:
  - The impacts on each individual property has to be recorded on the LIM for each property. This will be done for Greymouth once the dynamic modelling for it is confirmed. This means

that each property affected will be identified as a flood prone property in the LIM which has implications for the landowners. This is further discussed in this report.

- Council has responsibilities in terms of the Building Act to not allow development in areas subject to inundation which means that no new buildings may be allowed in certain areas or that very particular conditions for new builds in such areas will apply. This is further discussed in this report. The 1:100 year focus of the modelling and the 50 year focus of the Building Act create interesting challenges for fairness and equity.
- Council has responsibilities in terms of the Resource Management Act in relation to development in flood prone/inundation areas. This may see any new development being subject to favourable hydrological reports etc. Also, this is further discussed in the report. Fortunately, rules relating to development will be prescribed in the TTPP and Council's role will be one of enforcement.
- Council has common law, duty of care responsibilities to individuals and communities whose lives and properties may be at risk due to flooding and inundation. Properties/Areas identified in the dynamic modelling to be subject to such flooding and inundation are deemed de facto affected areas. This report will also cover this aspect.
- Council has a service orientation obligation to objectively develop a Policy/Rules for mostly Building Act activity in affected areas. Such Policy will be developed in consultation with the community and must ensure that Council's legal obligations are provided for. As stated, the challenging nature of this should not be under-estimated.

### **3. OFFICER RECOMMENDATION**

That Council

1. Notes the contents of this report and the associated aerial photographs showing the results of the dynamic flood modelling undertaken for our District.
2. Council notes that the information for Greymouth is, at this point in time still unconfirmed and awaits the confirmation of such data over the next two months as basis for any action to be taken.
3. Council notes its legal obligations as outlined in the report
4. Council requests staff to, on an urgent basis develop a Policy and Rules relating to development within affected areas against the background of Council's legal and duty of care obligations, such policy/Rules to be developed in consultation with the community and must fairly provide for the focus difference between the modelling and the 50 year Building Act focus.
5. Council encourages property owners to apprise themselves of the outcome of the flood modelling and the impact thereof on their properties, noting that Council staff will be developing a Policy to manage such impacts against Council's legal obligations. Such owners be asked for their views on the matter.
6. Council notes entire communities to be affected by the inundation i.e. Lower Rapahoe and commences high level consultation with such communities in relation to their views on potential collective solutions.
7. Council mandates staff to apply good judgement and as enabling as possible rules in relation to development applications within affected areas pending the development of the Policy/Rules, at all times noting Council's legal and other obligations.
8. Council keeps the TTPP Joint Committee apprised of its actions in this.

### **4. BACKGROUND**

- 4.1 S. 6(h) of the Resource Management Act 1991 (RMA) provides the management of risks of natural hazards to be a matter of national importance. This means that Council is required to address such risks. Council does this through ensuring adequate provision in the Te Tai



Poutini Plan (TTPP) and through the application of a variety of laws falling under its remit. The focus is on significant risk to people and property.

4.2 The New Zealand Coastal Policy Statement (NZCPS) sets the national framework for natural hazard management along the coast. Of particular relevance is Policy 24, Identification of Coastal Hazards which provides for matters to be provided for in identifying areas potentially affected by such hazards. The Policy provides for the focus to be over at least 100 years. This forms the basis of the hydrodynamic hazard mapping undertaken.

4.3 The West Coast Regional Policy Statement and, in particular Section 11 also applies. The objective for this chapter requires that the risks and impacts of natural hazards on people, communities, property and infrastructure be avoided or minimised. Amongst others, the following requirement applies:

*“ new subdivision use and development should be located and designed so that the need for hazard protection works is avoided or minimised. Where necessary and practicable, further development in hazard prone areas will be restricted.”*

The combination of the national and regional directions as outlined above is that:

- The significant risks of natural hazards must be managed
- In the coastal environment, these must be assessed in a 100 year timescale
- The effects of climate change must be included
- New subdivision, use and development should not happen in these areas
- Further development should be restricted where it is already located in hazardous areas.

Three classes of impact have been developed in the TTPP, being:

- Coastal Hazard Severe: This represents the most severe exposure levels based on the highest probability.
- Coastal Hazard Alert: This represents moderate to serious levels of exposure and moderate probability levels.
- Coastal setback: This is a duplication of Council’s current District Plan setback, requiring a coastal report and associated inundation mitigation as basis for development within the setback. This covers the entire coastline.

4.4 An important question in this is the credibility and judicial robustness of the findings of the modelling. Apart from adhering to NZCPS requirements, the methodology used by NIWA is based on NZ best practice and uses data as far back as the late 1890s. This makes it unlikely that the science of the results of the mapping will be challenged in court.

4.5 This report focuses on the modelling results for Grey District. It is presented in three parts, being:

- The findings of the coastal hazards flood/inundation modelling done as it pertains to the District.
- Council’s legal and ethical obligations following the flood/inundation data being made available publicly.
- Council’s communication/liaison on the issue with the community in general and individual property owners in particular.

#### A. The findings of the flood /inundation hazard mapping done for the district:

The attention of Council is drawn to the attached set of photographs outlining the findings of the coastal hazards mapping undertaken as part of the TTPP.

Attention is drawn to the following particular areas of impact:

- Western end of Bright Street/Domett Esp

- Grey Port
- ANZAC Park area
- Top 10 Moter Camp
- Domain Terrace Playing Fields
- Western side of Jacks Road
- Karoro Wastewater treatment ponds
- Western side of Main South Road/SH6 from WCRC to Saltwater Ck
- Pandora Av

Council’s Regulatory Manager will be at the meeting and will have the maps on the “big screen” to improve the understanding of Council members.

B. Council’s legal and service obligations/responsibilities once the modelling information comes to its attention (expected very soon).

1. Building Act 2004:

- S.71 provides that Council as Building Consent Authority (BCA) **must** refuse building consent for the construction of a building or alterations to an existing building on land subject to or likely subject to one or more natural hazard or where the building work is likely to accelerate or worsen or result in a natural hazard on that or any other property. However, if the BCA can be satisfied that adequate provisions has been or will be done to protect the land, building work or other property from the natural hazard(s) or that any damage to land because of the building work is restored, such consent may be granted, subject to conditions.
- S.72 provides for a consent for a building on land subject to natural hazards **to be granted** in certain cases, subject to conditions, a caveat on the title of the property and notification to the Surveyor General, Minister etc.(S.73)

Council has an ethical responsibility to identify options available to the owners of properties affected by the inundation. Developing such options is, however, a major and very challenging undertaking and it will take some time to develop. The approach to the Severe and Alert classifications will reflect the difference in impact and impact probability. The Building Act obligation implications are far reaching but Council can learn from the experiences from Christchurch City following the earthquakes. This delay raises the question what Council’s interim approach to applications under the Act will be. It is suggested that Council leaves this to staff to determine on a case by case basis, based on a combination of S. 72 of the Act and insisting on a build height of 200 mm above the levels predicated by the modelling.

2. Resource Management Act 1991

- S. 31 provides for every territorial authority (TA) to have the following functions for giving effect to this Act in its District:
- a. ....
  - b. the control of any actual or potential effects of the use, development or protection of land including for the purpose of
    - i . the avoidance or mitigation of natural hazards

S. 106 provides authority that a Consent Authority **may** refuse to grant a subdivision consent subject to conditions if it considers there to be a risk from natural hazards. For purposes hereof, a combined assessment must be done of:

- the likelihood of a natural hazard occurring
- the material damage to land in respect of which the consent is sought, other land or structures that would result from natural hazards
- any likely subsequent use of the land that would accelerate, worsen or result in material damage as per above.

As can be seen the focus of this Act, unlike the Building Act is on land and the effects on land. Once again, finding a property in the inundation zone does not necessary mean that it cannot be developed. If the effects can be mitigated, a subdivision can be allowed, subject to conditions. The TTPP will include rules applicable to the three severity levels involved and Council's involvement will be in the application/enforcement of such rules.

### 3. Local Government Official Information and Meetings Act 1987

S. 44A. Subsection (2) identifies matters **to be included** in Land Information Memoranda (LIMs) as:

- information identifying each (if any) special feature or characteristic of the land concerned including but not limited to potential erosion, avulsion, falling debris, subsidence, slippage, alluvion, or inundation or likely presence of hazardous contaminants being a feature known to the local authority, but is not apparent from the District Plan.

Also information concerning any consent, certificate, notice order or requisition affecting the land or any buildings on the land issued by the council, the information to be supplied to the council relating to notification by building contractors re completed buildings.

In addition, the Council can provide any additional information re the land that it deems appropriate.

For purposes of this report, the modelling results as shown on the aerial photographs must be posted on the property file for inclusion in the LIM. The result is that anybody applying for a LIM on the property gets to see it, which impacts decisions re the property.

It would be prudent for Council to, in relation to each affected property, confirm that the West Coast Natural Hazards modelling did identify the property as being subject to flooding, that this is confirmed in the TTPP and that fuller information is obtainable from the WCRC.

### 4. Common law, duty of care

S 10 of the Local Government Act 2002 states it to be part of the purpose of local government to promote the social, economic, environmental and cultural well-being of its communities now and into the future.

S 14 provides that a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district and region.

A duty of care refers to the circumstances and relationships giving rise to an obligation upon Council to take proper care to avoid causing some form of foreseeable harm to any individual, group or entity. It is an obligation on Council to not, through its actions or omissions, cause harm (physical, mental, property etc) to individuals, groups or entities. The application of these principles for purposes of this report refers specifically to Council having been made aware of the coastal hazard impacts on individual properties thereby creating the obligations/responsibilities to such properties and their owners as outlined. A breach of duty amounts to negligence.

## **5. OPTIONS**

5.1 There is one broad option being:

That Council, having noted the outcome of the coastal natural hazard modelling on property in the Grey District,

- Records the information on the property file for each property identified as being affected, noting that the impact is incorporated in the TTPP and that fuller information on the science and methodology of the modelling is obtainable from the WCRC.

- Asks staff to, on an urgent basis, develop the Policy/Rules as outlined. This must be done in consultation with the community.
- Decides how to deal with its legal obligations until this set of options are available.
- Decides how it will communicate the natural hazard mapping findings, Council's intentions and commitment to developing potential options to property owners.

## 6. CONSIDERATIONS

### 6.1. Legal and Legislative Implications

- 6.1.1. It is suggested that the report outlines this in some detail.

### 6.2. Financial

- 6.2.1. Impossible to predict. There will likely be expenditure involved with peer reviewing the Policy/Rules to be developed by staff. It also has to be expected that there may be challenges from affected landowners.

### 6.3. Existing Policy and Strategy Implications

- 6.3.1. This introduces the need for new strategy. Council's legal compliance and is the main focus, with the options exercise the basis for new policy.

### 6.4. Fit with Purpose of Local Government Statement

- 6.4.1. N/A

### 6.5. Effects on Mana whenua

- 6.5.1. N/A

6.6. Significance and Engagement

6.6.1.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	High	It affects significant areas of the District and therefore future development of such areas.
Is there a significant impact arising from duration of the effects from the decision?	Yes	Refer the report.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Not directly	
Does the decision create a substantial change in the level of service provided by Council?	Potentially yes	Unknown
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Not at this stage but it may	Unknown at this point
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	

6.7. Community Wellbeings and Outcomes

6.7.1. This impacts this potentially significantly. Until the Policy/Rules is finalised, this impact cannot be fully quantified.

6.8. Other

**7. CONCLUSIONS**

7.1. The modelling results impact the District as a whole but, specifically identified areas. Council has legal and other obligations but, as part of its service approach to its community, is committed to formulating a practicable approach to development on affected property in consultation with the community. This relates primarily to the Building Act and LIM requirements. Resource Management Act obligations will largely be provided for in the TTPP.

**8. NEXT STEPS**

- 8.1. Council finds itself faced with important decisions on the matter. Whilst its legal and other obligations are clear, Council's service orientation to its community will see it develop a range of options available to property owners.


**Confirmation of Statutory Compliance**

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.


Existing Coastal Hazard Layers

Existing Coastal Hazard Severe  
(coastal erosion and inundation)

 Coastal Severe


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Existing Coastal Hazard Alert (coastal  
inundation only)

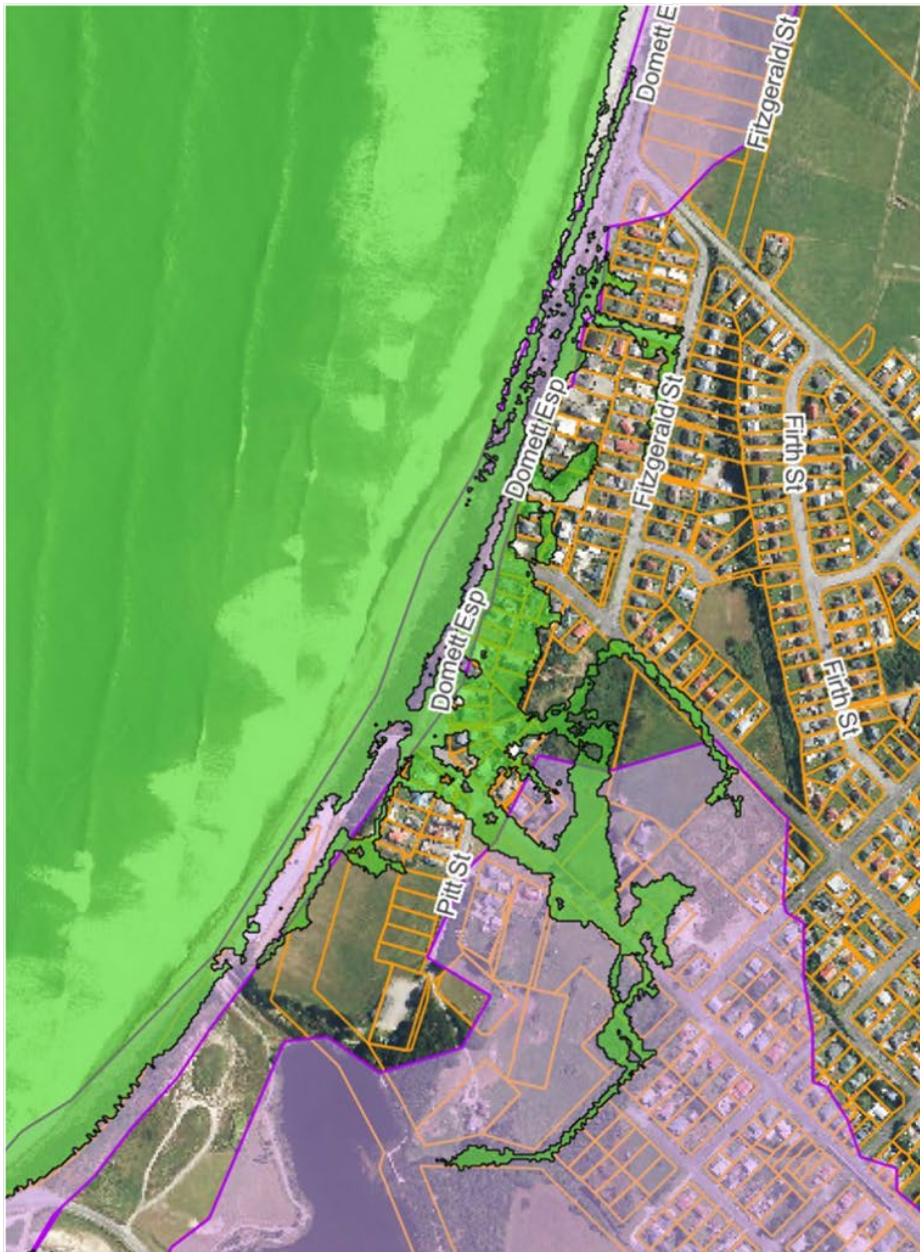
 Coastal Alert

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Existing 100m Coastal Setback







Cobden – much less area affected – but mainly different locations to the proposed Plan maps – properties on Domett Esplanade, Fitzgerald St and Ward St





Greymouth CBD largely unaffected and hazard is restricted to Blaketown beach. Is a new area around the Port – Gresson St, Gilbert Street and Short Street affected

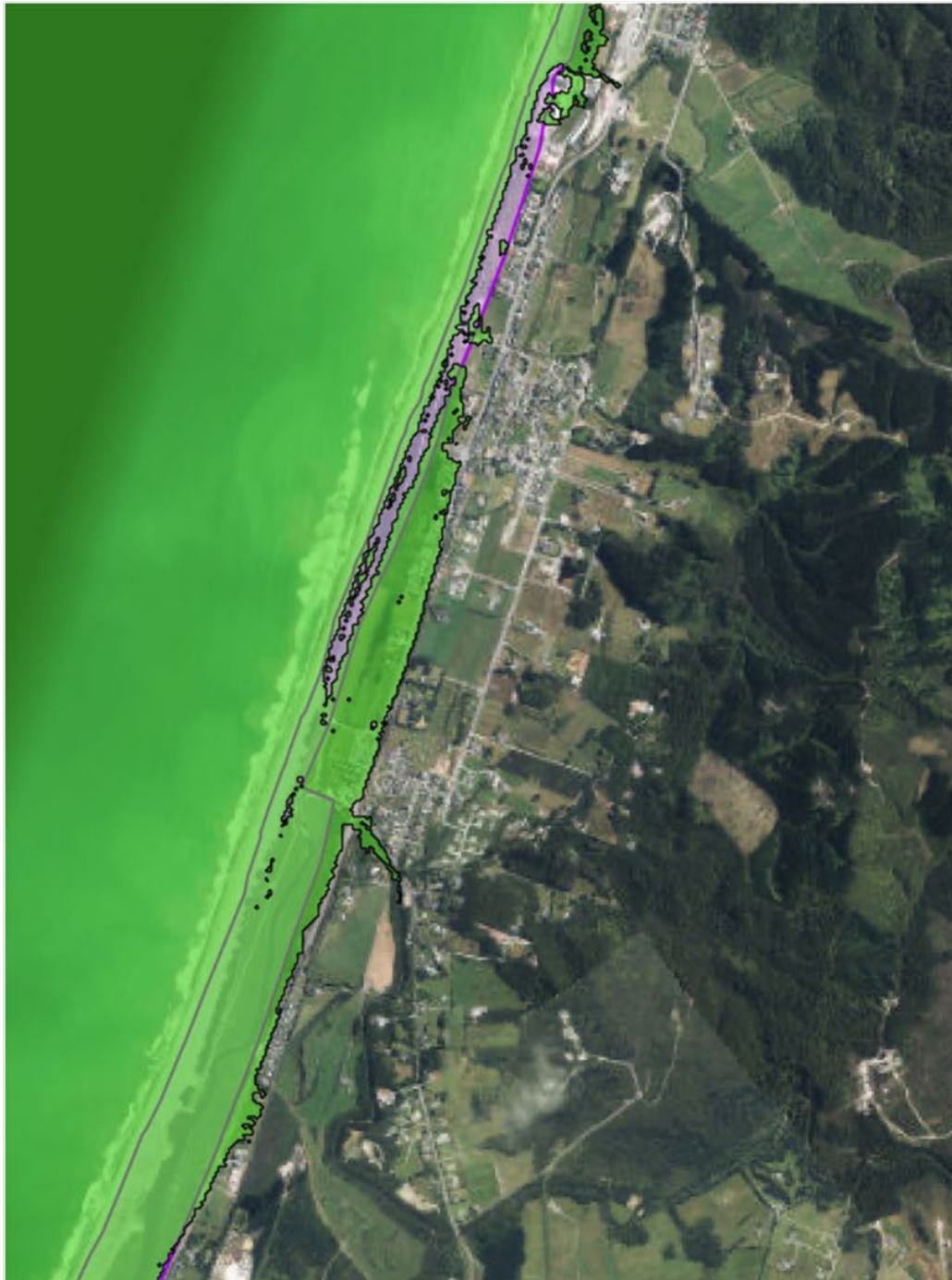


Karoro – less in most area but extends more into the back of Karoro Domain and cemetery



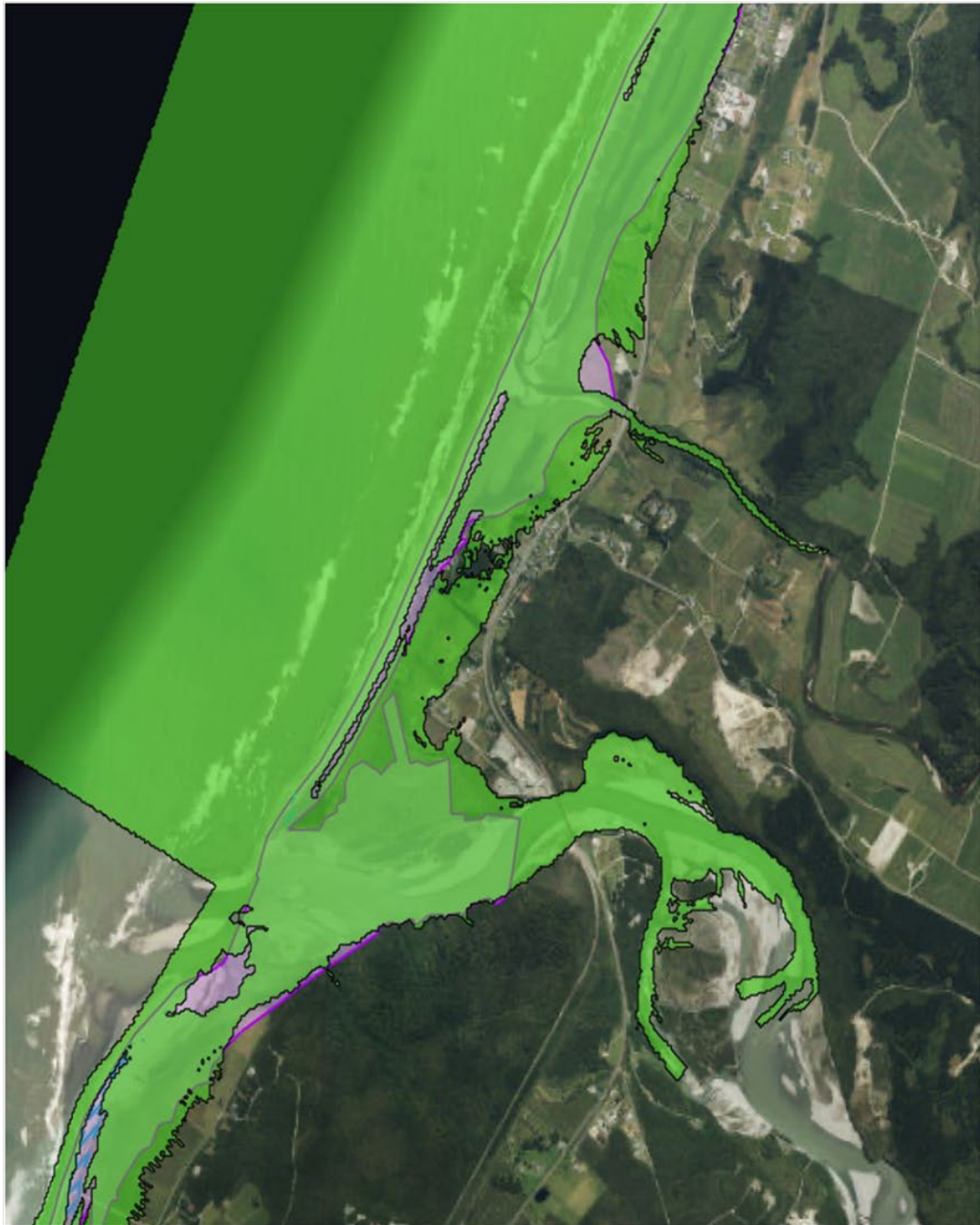


More around the north end of Jack's Road, less further south



Paroa – more on the land around the Regional Council building – quite a few additional residential properties affected





Camerons – a bit more land affected but not many more properties.

**5.9 SEPARATION OF STORMWATER AND SEWER: GREATER GREYMOUTH****File Number:****Report Author:** Group Manager Operations**Report Authoriser:** Acting Chief Executive**Appendices:** Nil**1. REPORT PURPOSE**

- 1.1. To confirm to Council that up to 2000 properties in the Greymouth Sewage Scheme network have yet to separate their on-site sewer from stormwater and to connect to Council's sewer reticulation. The fact that such properties have not separated means that during period of high rainfall, diluted wastewater from unseparated properties discharges to the Grey River and a variety of other waterways.
- 1.2. To confirm to Council that the current practice of discharging sewer effluent into the river is mandated by Resource Consents which are due for review by WCRC.
- 1.3. To suggest to Council a process whereby Council, if a property remains unseparated and/or not connected to the sewer only system (non-complying) on 30 June 2025, Council will, in terms of S.181 and S. 459 of the Local Government Act 1974 enter the property, undertake the separation and connection, at the cost of the property owner and recover the cost against the property by means of a targeted rate.

**2. EXECUTIVE SUMMARY**

- 2.1. Council over the past two decades undertook a separation of its sewer collection from its stormwater collection systems in Greymouth Sewage Scheme network in phases. The Greymouth Sewage Scheme network includes the areas of Greymouth, Cobden and Blaketown. It proved a massive project with a final phase of reticulation installation still to be completed.
- 2.2. The Grey District also includes areas which are served by on-site disposal systems, such as septic tanks. In many of these areas, a network sewer has also been installed by Council and property owners are required to connect to the network. This proposal, however, excludes these properties as they are not discharging to a historic combined stormwater/ sewerage network. The matter of properties with on-site disposal who still need to connect will be a future focus, via a separate direction request of Council.
- 2.3. There was an expectation that on-site sewer/stormwater separation would be undertaken with associated connection to Council's separated sewer within two years after the installation of a dedicated sewer network in each zone.
- 2.4. The Council passed a resolution in December 2009, in effect requiring all properties in the Greymouth Sewerage Scheme area to connect to the separated Council services within two years of their respective areas being separated (network provided) and if they did not connect that the council would carry out the connection works and recover costs from the property owners. This resolution enabled an enforcement and provided a pathway through the Local Government Act which enabled recovery of cost from the property owners. Unfortunately, while progress was made, a significant amount of work is still required to ensure all remaining properties are compliant and connected to the separated sewer service.
- 2.5. The historic combined stormwater/sewer network is temporarily collected at several locations and transferred to new treatment facilities, for treatment. These historic systems, however, are designed to surcharge and discharge combined stormwater/sewer flows during high flows. This

means that untreated, diluted wastewater can be discharged into the Grey River, various creeks and other waterways in Greymouth area, during periods of high rainfall. Whilst this has been permitted by Resource Consent, such consents are caught up in a renewal process and it is expected that stringent timelines for compliance will be imposed, if indeed the consents are granted.

- 2.6. Council has no option but to take urgent and definite steps to address the issue. This can be achieved by means of a combination of the provisions of S.181 and S. 459 of the Local Government Act 1974, and a Stormwater Bylaw yet to be enacted. This involves a process that will see Council enter onto the non-complying property, undertake the on-site separation, and connect the property to the new sewer only system, and recover the cost against the property by means of a targeted rate. It will involve a number of steps, including:
- On 1 July 2024 advising non-complying property owners and occupiers that their properties remain non-compliant, that they have 12 months in which to undertake the on-site separation of their sewer from stormwater (by a Registered Drainlayer/Plumber and in accordance with the Building Act), failing which Council will in April 2025 commence arrangements to undertake the work on their behalf and at their cost. They will be advised that Council is prepared to pay the incentive approved by it, in this report.
  - The intention is that Greymouth Sewerage Scheme area would be divided into zones (based on the estimated number of properties that can be separated in a year given the number of Registered Drainlayers/Plumbers in the District) and a Stormwater Bylaw will be enacted. Zones will be chosen based on uniformity i.e. Cobden where properties are within 10 m of the footpath and a standard cost for that zone will be determined in consultation with Plumbers and Drainlayers. Council will then engage such Plumbers on a Contract basis against payment to them of such standard cost. The standard cost-plus interest will be recovered against properties involved.
  - In April 2025, the properties in the first Zone identified will be advised of Council's intentions to enter non-complying properties on 1 July 2025 and they will be advised of their rights in terms of the Act (appeal to Council and the Court). Non-complying properties falling outside the first zone will be provided with an indication as to when Council will enter their properties to undertake separation.
- 2.7. It is expected that it may take 6-8 years to separate and connect the up to 2000 non-complying properties.
- 2.8. It is noted that once the full process to carry out such works is determined, a legal check will be completed to ensure Council are compliant with requirements to enforce S. 181 and S.459 of the Local Government Act 1974.

### **3. OFFICER RECOMMENDATION**

That Council ;

1. Receives the report and the process proposed.
2. Notes the magnitude of the problem, the continuing environmental impact and the reality that stringent compliance measures are expected to be applied to the issue. Further Council acknowledges the risk of potential fines under the Resource Management Act.
3. Approves the process as outlined in the report and commits to the following as part of the 2025/6 Annual Plan:
  - to provide for a budget of 3.5 M (based on the number of properties expected to be able to be separated p.a.) by means of a loan over 12 months to fund Council undertaking on-site separation of

services. Similar provisions will have to follow for subsequent financial years and zones until all properties within the Greymouth Sewerage Scheme area, are made compliant.

- to provide for an income from targeted rates against non-complying properties based on the agreed zone separation cost plus interest for 12 months

- to provide for an expenditure of \$315,000 (\$900 per property) as payment by Council of the Building Consent fees involved by means of an incentive to separate on-site within that year.4. Asks staff to, as a matter of urgency commence implementation of the process outlined in the report including preparing a Stormwater Bylaw for approval and enactment.

5. Asks staff to, without delay securing renewed Discharge Consents for the stage 1 Greymouth Sewerage Scheme area based on the expectation that the problem of sewer discharge as part of stormwater will take circa 8 years to rectify.

#### 4. BACKGROUND

4.1. See above. The absolute magnitude of Council's separation scheme resulted in staff not having the time to diligently see to it that on-site separation and connection to Council's sewer collection happens progressively as had been the intention. The result is that up to 2000 properties in the Greymouth Sewerage Scheme area have not yet separated their internal discharges and connected their sewer only discharge to the new sewer only reticulation. This means that sewer from these properties can, at times still enter the Grey River and various other waterways as part of older stormwater systems. Apart from the environmental unacceptability of this, if Council's application for renewed Discharge Consents is approved, there is some expectation that they will expose Council to tight timeframes.

4.2. Unfortunately, the number of Plumbers/Drainlayers in the District determines how many on-site separations and connections will be able to be done in any year which, requires a pragmatic approach. It may take circa 8 years to be complete the work needed at all properties. The preference is still for the relevant landowner to undertake the on-site separation and connection. However, it is expected that Council will have to, in terms of S.181 and S. 459 of the Local Government Act 1974 enter properties to do the work at the cost of owners. Council is suggested to offer payment for the Building Consent as an incentive to owners to do so. Given the expectation that it may take 8 years to complete, it is proposed to divide the area into zones based on uniformity of property and the number of properties that can be separated and connected in any year. A standard cost per property for every zone will be determined and this will be paid to the Registered Drainlayers/Plumbers used by Council to do the work. In addition, interest on the amount for 12 months plus the building Consent Fee (\$900) will be recovered against each property as a Targeted Rate.

4.3. Council should note that the Regulatory Authority (WCRC), does have the ability to place infringement or abatement notice on the Council, if it deems a breach of consents is occurring. This process could also see Council exposed to significant fines under the RMA, until such time as the issues identified are resolved. This adds further weight to this agenda item.

#### 5. OPTIONS

5.1. Council must encourage property owners to address their non-compliance before 1 July 2025 failing which it will have to do the work on behalf of such owners at their cost which will include interest and the Building Consent cost.

5.2. Doing nothing is not an option.



## 6. CONSIDERATIONS

### 6.1. Legal and Legislative Implications

6.1.1. Council requires a Discharge Permit for its stormwater system. Because of the historical reality that sewer and stormwater was combined, such Discharge Permits provided for it. However new Discharge Permits are now required and the reality that sewer from 2000 households in Greater Greymouth still goes into waterways will see much more stringent requirements being imposed with Council having to show a clear intent to address the matter positively and definitively.

### 6.2. Financial

6.2.1. The matter has potentially serious implications for Council. Whilst it is proposed to be recovered as a Targeted Rate, Council's capital outlay is to be recovered over the 12-month period. However, this is unlikely to happen and non or late payments will become subject to a 10% or more late payment charge. This alone will make it worth the while for landowners to obtain a mortgage over their property to pay for it. Non-payment will have to be dealt with per Council's non-payment practices.

### 6.3. Existing Policy and Strategy Implications

6.3.1. It has been Council's policy that property owners separate and connect within 24 months of Council's system in their area is separated. This report outlines what will be involved with applying this policy.

### 6.4. Fit with Purpose of Local Government Statement

6.4.1. Yes.

### 6.5. Effects on Mana whenua

6.5.1. It is a matter that is close to Mana whenua and Council will continue to engage with the local Runanga, as statutory partner on all items outlined within the agenda item.

6.6. Significance and Engagement

6.6.1. This is significant.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Yes	The ongoing practice of discharging raw sewer into waterways is unacceptable. More than 2000 Greater Greymouth property owners have already separated their services and connected to Council’s scheme, some under difficult personal circumstances.
Is there a significant impact arising from duration of the effects from the decision?	Potentially yes	It will create a financial and operational responsibility for Council which is significant.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes	Matter has been consulted on before. Issue to be dealt with in consultation with non-complying property owners.
Does the decision create a substantial change in the level of service provided by Council?	Yes..	It will progressively terminate the practice whereby raw sewerage is discharged into waterways
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Potentially yes.	Non payment of the targeted rate will mean that Council’s investment in the property is not recovered.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	<a href="#">Type here</a>

6.7. Community Wellbeings and Outcomes

6.7.1. The current practice is legally and environmentally unsustainable

6.8. Other

6.8.1.

**7. CONCLUSIONS**

- 7.1. Council finds it faced with a difficult issue. Its Discharge Permits will impose strict timeframes to ensure the removal of sewer overflows from the historic combined sewer/stormwater reticulation, in the Greymouth area. It will only be able to comply with such requirements if the remaining properties are separated and connected to Council's sewer only scheme, thereby removing sewer from stormwater discharges. This will rely on property owners doing the separations and connections to Council's sewer or, if not done by 30 June 2025, Council stepping in to do so.

**8. NEXT STEPS**

- 8.1. An action plan is in place to achieve this. Please refer the contents of this report.

## Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

**5.10 LIBRARY PROJECT: PROGRESSIVE PAYMENT OF DESIGN FEES****File Number:****Report Author:** Acting Chief Executive**Report Authoriser:** Acting Chief Executive**Appendices:** Nil**1. REPORT PURPOSE**

- 1.1. To obtain Council's approval to lift the \$400,000 cost ceiling on design and planning costs on the project now that Council has, in principle committed to the project.

**2. EXECUTIVE SUMMARY**

- 2.1. Council imposed a cost ceiling of \$400,000 on its part of planning and design expenses incurred on the Library project. Further accounts have been received which will exceed this "ceiling".
- 2.2. It is rather suggested that Council imposes a ceiling of 50% of the total budgeted Planning and design fees on the project being \$946,000.

**3. OFFICER RECOMMENDATION**

That Council :

1. Rescinds its decision limiting Council's contribution to planning and design fees on the Library project noting that existing invoices have been received and are still being received as the project continues.
2. Council notes the initial estimate for planning and design on the project of \$ 1,892,000
3. Council imposes a limit of \$946,000 being its share of the original planning and design budget for any future costs incurred in this field.

**4. BACKGROUND**

- 4.1. All invoices for planning and design for the Library are sent to Council for payment. Council recovers 50% of such payments from DWC, its proposed partner in the Joint Venture body to be created to construct the building housing the Library. The original project estimate for planning and design was \$1,892,000.
- 4.2. The full project costing will be made available to Council at a future meeting.
- 4.3. Council subsequently imposed a \$400,000 cost limit to apply to this and Council's share of payments up to date fall within that limit. Work on the project is progressing and further invoices received and expected will exceed the \$400,000 limit.
- 4.4. Council has also claimed a total of \$948,000 funding from Better Off Funding to fund Council's portion of the development costs incurred to date on 6 May 2024. This claim included all costs up to and including 31 March 2024.
- 4.5. It is suggested that either further work be stopped as a means of reducing costs (with potential resultant claims of losses) or that Council commits to its 50% share of the project budget for planning and design on the project.

**5. OPTIONS**

- 5.1. To rescind its existing cost limit of \$400,000 in respect of planning and design costs for the Library project and replaces it with a limit of \$946,000 of the project estimate for planning and design.

The benefits and negatives of this option are:

BENEFITS	NEGATIVES
The project estimate albeit large, has been known from the start and provides a good basis to work on.	The reality is that neither Council nor DWC has finally committed to the project, which, if it is not to go ahead, may make this into a wasted expenditure.
It acknowledges that costs have already been incurred in excess of the \$400,000 Council share limit.	

OR

- 5.2. That Council notes the escalation of costs as the project progresses but limits the cost at 75% of such project cost estimate and asking for further work to be stopped until such time Council and DWC both formally commit to the project.

The benefits and negatives of this option are:

BENEFITS	NEGATIVES
It limits the expenditure to \$ 709,500.	It <u>may</u> involve parties withdrawing from the project or even lodging claims against Council.
	This will delay the project which increases the chances of cost escalation making the project dearer.

Note: The option of not increasing the \$400,000 limit is not practicable as invoices already received exceed that amount.

**6. CONSIDERATIONS**

- 6.1. Legal and Legislative Implications

Council has actively participated in the process which includes having agreed to designs and the associated involvement of consultant Planners and Designers. They have, in good faith continued their work. Introducing delays or questions about paying them will have legal, reputational and operational implications which should be avoided.

- 6.2. Existing Policy and Strategy Implications

- 6.2.1. Council has, in principle committed itself to the project subject to the associated legal documentation in relation to the Joint Venture arrangement being signed, the CCO consultation with the public be completed successfully and financial uncertainties regarding the individual financial and other commitments of the partners being

satisfied. This aligns with that commitment, but the \$400,000 limit restricts the project and its execution.

6.3. Fit with Purpose of Local Government Statement

6.3.1. Subject to the outcome of the CCO public consultation.

6.4. Effects on Mana whenua

6.4.1. N/A

6.5. Significance and Engagement

6.5.1.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Low to moderate	The public has been consulted on the principle of a Library. The matter remains unconfirmed until both Council and DWC fully commit to it. Therefore, costs incurred remain a potential risk.
Is there a significant impact arising from duration of the effects from the decision?	No	
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes, but it is not about the assets as such, just an operational matter involved with it.	
Does the decision create a substantial change in the level of service provided by Council?	No	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	It may, if the project does not proceed.	Refer report.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	

6.6. Community Wellbeings and Outcomes

6.6.1. N/A

6.7. Other

N/A

**7. CONCLUSIONS**

- 7.1. Lifting the cost contribution ceiling to planning and design for the Library to 50% of the project estimate for that part of the project appears to be most sensible.

**8. NEXT STEPS**

- 8.1. Once Council has determined this, we will know how to deal with invoices received for it.

**Confirmation of Statutory Compliance**

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
  - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.



**5.11 WESTLAND RECREATION CENTRE - RECEPTION AND CAFE WORKS****File Number:****Report Author:** Community And Recreation Services Manager**Report Authoriser:** Acting Chief Executive**Appendices:** Nil**1. REPORT PURPOSE**

1.1. To confirm council's previous financial commitment to:

- Upgrading the reception desk at Westland Recreation Centre at a cost of \$51,000 plus GST
- Provide for a coffee shop in the foyer at a cost of \$53,000 plus GST.

1.2. Council to note that the reception desk project is under way

1.3. Council to note the background and associated justification for a Council managed coffee shop in the foyer.

**2. EXECUTIVE SUMMARY**

2.1. The Westland Recreation Centre has been undergoing continuous improvements for the past seven years as the original building is 15 years old. These improvements ensure Council meets compliance standards and provide a safe environment for users.

2.2. Council is currently progressing with two continuous improvement projects.

2.2.1 The reception desk project is part of the continuous improvement process as it didn't meet ergonomic standards. The layout and design didn't provide the visibility for staff to observe activities in the foyer and carpark. The project was initiated in 2021. The upgrade allows for the swim school tutors to move to the new works area to improve customer service and facility security. The current swim school office will be a meeting room for users to hire and is an additional revenue stream for the facility. The budget is \$51,000. The estimate of the new revenue stream is \$7,800 per year.

2.2.2 The café project was initiated in October 2021. The main purpose is to meet customer demand as per resident satisfaction survey, at the time, and user feedback ever since.. The budget is \$53,000. The associated business case is shown hereunder.

**3. OFFICER RECOMMENDATION**

That Council

1. Notes the progress with the reception desk upgrade.

2. Council notes the motivation for a Council managed coffee shop in the foyer and:

a. Decides to continue with it as a service to users of the Centre

Or

b. Decides to call for new Registrations of interest for the coffee shop to be run by a commercial concern against payment of a rental to Council.

**4. BACKGROUND**

- 4.1. The Westland Recreation Centre reception upgrade has been in the approved Annual Plan and Long Term Plan budgets since FY21/22 and was carried forward due to circumstances. The café has been a request from customers since the commencement of the Grey Aquatic Centre and raised again repeatedly by users since the Westland Recreation Centre was completed in 2016. Registrations of interest were circulated in August 2021 as per the feedback in the Resident Satisfaction Survey. The project was approved to proceed in October 2021 by the former Community Development Manager. The project was delayed due to the restructure in 2022.
- 4.2. Architectural drawings were created as a requirement for estimated costs in 2021 post Covid. This was presented in April 2022 to the Executive Leadership Team. Several approaches were made to local and external joiners for quotes without any success. A construction company was willing to provide full quotes which resulted in a tender submission for both projects on 10 November 2023.
- 4.3. A business proposal was requested, and purchase order approved by the former Chief Executive. These projects were under his delegation and the business proposal was approved on 25 January 2024. The tender was accepted, and the contractor appointed with the understanding that invoices will be coded to the appropriate GL codes.
- 4.4. The timeline was negotiated with the contractor to coincide with the scheduled annual maintenance in May 2024. This maintenance period was extended to three weeks instead of two weeks due to the repairs on the pool linings as all pools must be drained for the works to commence. Due to timeline pressure the contractor requested to commence the reception project a week earlier which was granted by the Community and Recreation Services Manager.
- 4.5. As per the business proposal, the café will be Grey District Council owned and operated. The purpose is to:
  - Offer the service as requested by users. Council addressed ideas from the Resident Satisfaction Surveys proactively and cost effectively.
  - Create a safe environment for families, no need to cross busy streets.
  - Offer food and beverages to visiting competitors and families involved in tournaments and large events such as the Coast to Coast.
  - Offer more choice to users than cold beverages and ice cream.
  - Create no competition to vendors around the facility.
  - Expand the existing retail of swimwear, caps, goggles, bottled water, ice cream with two new lines; coffee and smoothies.
- 4.6. It is important to note that various previous efforts to find a commercial undertaking to manage a coffee shop in the foyer of the Centre have failed, the main reasons being the limited patronage of the Centre (not ordinarily open to non-users of the Centre) making it hard to pay a rental and make a profit. The hours of operation of the centre is another negative.
- 4.7. The business case for the Council owned coffee shop is as follows:

Cost per week:

Expenditure

Staff	\$1,436.80
Product	<u>\$ 1,378.45</u>
Total Expenditure	<u>\$ 2815.25</u> (excl. a floor rental and electricity cost)

Income:

Difficult to judge but estimates would indicate that at least the expenditure as stated will be covered. For purposes hereof it has to be accepted that there is a fair opportunity to make a moderate income from it but that the focus is more on providing these services in order to further improve the experience of users.

Provision is made for a new meeting room which is expected to bring in \$150 p.w. in rental.

Merits of managing the coffee shop by Council

<b>BENEFITS</b>	<b>NEGATIVES</b>
It provides in a long requested service by Centre users where efforts up to now to involve a commercial undertaking to do it, have failed.	There is no guarantees that the cost of the service will be fully recoverable, albeit strong indications that a moderate profit may be realised.
It has the potential for greater efficiencies in staff deployment.	The principle of Council becoming involved in a commercial undertaking in competition with existing businesses in the area is questionable. Having said that, previous efforts to involve a business to run the coffee shop have failed.
	One of the mobile coffee vendors operating in the area may have to move further south in order to be outside of the radius Council policy requires for mobile vendors from established businesses.

Merits of not managing the coffee shop but to seek private initiative for it on an area rental basis

<b>BENEFITS</b>	<b>NEGATIVES</b>
It removes any questions about the unease of Council operating a commercial undertaking in competition with businesses.	There is no guarantees that the cost of the service will be fully recoverable, albeit strong indications that a moderate profit may be realised.
It can supply in the long expressed need for a coffee shop at the Centre	Based on history, this is not an attractive business opportunity for the commercial sector.
	If private initiative can successfully be recruited, Council will have to refrain from selling ice creams and cold drinks at its counter which will represent a loss of income of \$35,000.

**5. SIGNIFICANCE AND ENGAGEMENT**

5.1. User feedback

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	No	N/A
Is there a significant impact arising from duration of the effects from the decision?	No	N/A
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Yes	Westland Recreation Centre
Does the decision create a substantial change in the level of service provided by Council?	No	N/A
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	N/A
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	N/A
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	N/A
Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	N/A

**Confirmation of Statutory Compliance**

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul> <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>
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**5.12 FREEHOLDING OF LEASEHOLD LAND POLICY; RESCINDING OF COUNCIL DECISION OF 13 NOVEMBER 2000****File Number:****Report Author:** Democracy Advisor**Report Authoriser:** Acting Chief Executive**Appendices:** Nil**1. REPORT PURPOSE**

- 1.1. The purpose of this report is for Council to consider rescinding the decision made at the 13 November 2000 meeting relating to Council meeting the costs of the valuation assessment and legal fees of Council's Solicitor; it be noted that this policy is consistent with Council's policy pertaining to lease rental reviews and renewals.

**2. EXECUTIVE SUMMARY**

- 2.1. This decision was taken against the background of strong Blaketown leaseholder push-back following a sharp increase in land rentals (pursuant to a sharp increase in property values pursuant to a strengthening of the local economy). This involved public meetings and a costly (for Council) legal challenge brought by one leaseholder which progressed to the Supreme Court.
- 2.2. Council, at the time, strongly promoted freeholding of leased land as a means of providing Lessees with the benefits of land ownership. As a gesture of goodwill to unhappy Lessees and, in order to further the land ownership focus, Council in 2000 resolved to pay the cost of the valuations and legal fees for freeholding.
- 2.3. The relevance of that policy in today's financial climate is questionable.

**3. OFFICER RECOMMENDATION**

That Council

Receives this report. Rescinds the decision made at the 13 November 2000 meeting relating to Council meeting the costs of the valuation assessment and legal fees of Council's Solicitor; it be noted that this policy is consistent with Council's policy pertaining to lease rental reviews and renewals. 3. Council informs leaseholders.

OR

That Council:

1. Receives this report.
2. Advises remaining Lessees that this concession on the part of Council will be withdrawn on 1 July 2025 and that Council would urge them to freehold their properties under the current concession policy before that date.
3. Council rescinds its 13 November 2000 decision relating to Council meeting the costs of the valuation assessment and legal fees of Council's Solicitor effective from 1 July 2025.

**4. BACKGROUND**

- 4.1. In late 1999, the local economy found itself in a strong growth phase. Property valuations reflected this economic upswing and, as land valuations form the basis for determination of land rentals, land rentals increases sharply.
- 4.2. This resulted in strong Lessee push-back. This coincided with a prominent Council initiative to introduce Lessees to the benefits of property ownership through freeholding and Council, in part in response to Lessee push-back and primarily to entice Lessees to freehold, formulated the Policy in terms of which Council, for purposes of freeholding, will pay the valuation and legal costs. This Policy has remained in place since.
- 4.3. The question now arises whether this Policy is still necessary.
- 4.4. There seem to be two options, namely:
  - to withdraw the Policy, or
  - to advise remaining Lessees that the Policy will be withdrawn effective from 1 July 2025 and that Council would encourage them to freehold their properties before that date.
- 4.5. It is suggested that the first option may be perceived as Council acting in bad faith and, for that reason, option 2 may be preferred.

**5. SIGNIFICANCE AND ENGAGEMENT**

5.1.

Issue	Level of Significance	Explanation of Assessment
Is there a high level of public interest, or is decision likely to be controversial?	Potentially yes	It has in the past proved highly emotional. Providing a 12 month notice period shows good faith.
Is there a significant impact arising from duration of the effects from the decision?	No	Not a huge cost.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
Does the decision create a substantial change in the level of service provided by Council?	No	
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	no	
Does the proposal or decision involve Council exiting from or entering into a group of activities?	no	

**Confirmation of Statutory Compliance**

<p>Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).</p> <p>(a) This report contains:</p> <ul style="list-style-type: none"> <li>(i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and</li> <li>(ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.</li> </ul> <p>(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.</p>
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**6 MISCELLANEOUS ITEMS**



## 7 REPORTS FROM OUTSIDE ORGANISATIONS

### 7.1 RECEIPT OF MINUTES FROM OUTSIDE ORGANISATIONS

**File Number:**

**Report Author:** Democracy Advisor

**Report Authoriser:** Chief Executive

**Appendices:**

1. Minutes of the West Coast Coordinating Road Safety Committee Meeting dated 23 February 2024
2. Minutes of the Cobden-Aromahana Sanctuary and Recreation Areas held on 24 April 2024
3. Minutes of the West Coast Emergency Management Joint Committee Meeting dated 7 February 2024

#### 1. REPORT PURPOSE

1.1. To receive the minutes from Outside Organisations.

#### 2. EXECUTIVE SUMMARY

2.1. Receipt of minutes.

#### 3. OFFICER RECOMMENDATION

“that

The Minutes of the following outside organisations be received:

1. Minutes of the West Coast road Safety Coordinating Committee Meeting dated 23 February 2024. See appendix 1.
2. Minutes of the Cobden-Aromahana Sanctuary and Recreation Areas meeting dated 24 April 2024. See appendix 2.
3. Minutes of the West Coast Emergency Management Joint Committee Meeting dated 7 February 2024. See appendix 3.

## Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.



**Minutes of the West Coast Road Safety Coordinating Committee  
Held at Byte Mawhera Greymouth at 9.30 am on 23 February 2024**

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**Present**

Mayor Tania Gibson (Chair)	Grey District Council
Karl Jackson (co-Chair)	Westland District Council
Glenys Byrne (Secretary)	Road Safety Coordinator
David Scarlett	Waka Kotahi
Cr Grant Weston	Buller District Council
Hamish Chapman	New Zealand Police (zoom)
Moira Whinham	Waka Kotahi (Maintenance)
Rosie McGrath	Te Mana Ora
Megan Drayton	Kiwi Rail (zoom)
Cr Paul Davidson	Westland District Council
Elspie Mitchell	Greymouth District Court (Guest)
Keith O’Leary	VTNZ (Guest)

**Apologies**

Jennifer Harris	Accident Compensation Corporation
Anne-Marie Robinson	SADD
Kent Routhern	Westland Milk Products
Cr Jane Neale	Westland District Council
Zac Neale	NZ Fire and Emergency

**Confirmation of Minutes dated 25 November 2023** Tania Gibson/Paul Davidson

Carried

- **Matters Arising from the Minutes –** Rosie McGrath- Change Crown  
Public Health to Te Mana Ora

Mayor Tania Gibson introduced members and guests of the committee.

**Reports**

<p><b>Road Safety Coordinator</b> Report has been circulated and taken as read</p>	<p><b>Glenys Byrne</b></p>
<p><b>Waka Kotahi - Road to Zero</b> Report has been circulated and taken as read.</p>	<p><b>David Scarlett</b></p>
<p><b>Waka Kotahi (Maintenance)</b> Report has been circulated and taken as read.</p>	<p><b>Moira Whinham</b></p>
<p><b>Grey District Council</b> No Report</p>	<p><b>Paddy Blanchfield</b></p>
<p><b>Buller District Council</b> Report has been circulated and taken as read.</p>	<p><b>Alan Bradbery</b></p>
<p><b>Westland District Council</b> Report circulated and taken as read.</p>	<p><b>Karl Jackson</b></p>
<p><b>NZ Police</b> verbal was circulated and taken as read.</p> <ul style="list-style-type: none"> <li>• Grey High busses showing school signs, Hamish to discuss with officers.</li> </ul>	<p><b>Hamish Chapman</b></p>
<p><b>Te Mana Ora (</b> Report circulated and taken as read. Thanked Council/RSC for sponsoring Rod Tolley</p>	<p><b>Rosie McGrath</b></p>
<p><b>Accident Compensation Corporation</b> Report circulated and taken as read.</p>	<p><b>Jennifer Harris</b></p>
<p><b>Automobile Association</b> No Report</p>	<p><b>Ivan Wilson</b></p>
<p><b>Kiwi Rail</b></p> <ul style="list-style-type: none"> <li>• No collisions of West Coast</li> <li>• 8 near misses (6 in Buller District)</li> <li>• 62 near misses over the past 5 years (27 in Buller District)</li> <li>• Kiwi Rail will have a site at Agfest</li> <li>• Rail Safety Week 5-11 August 2024</li> <li>• A letter was received from NZFE Zac Neil, regarding a near miss of a fire engine, in the early hours coming back from a call out over the Hokitika bridge, the train could</li> </ul>	<p><b>Megan Draker</b></p>

not be seen, no lights were visible, he and others around the table agreed that there needs to be barrier arms and flashing lights at that crossing.

- WDC and GDC both agreed that communication between the Councils and Kiwi Rail was almost non-existent.

Moved that the Reports be Accepted.

Tania Gibson/Paul Davidson

Carried

#### **VTNZ – Keith O’Leary (Manager)**

- VTNZ run the driver testing from their branch office, since the introduction of no fees for second plus chances there has been an increased number in no shows, causing delays in tests.
- Seems to be using testing officers as driving instructors.
- Concerns both restricted and full licences
- Unlimited chances
- Reluctant to employ another testing officer because the regulations/rules may change.
- Introduce a stand-down period.
- Write a letter to James Cagill advocating support for VTNZ, from the West Coast Road Safety Coordinating Committee.
- VTNZ expressed an interest in attending future West Coast Road Safety Coordinating Committee, meetings.

#### **Greymouth District Court – Manager Elspie Mitchell**

- Introduced ‘The Right Track’ Te Ara Tutuki Pai
- 9 session course for recidivist offenders
- Proactive approach to driver offender rehabilitation (18-35)
- Programme designed to educate, motivate, challenge, and inspire participants enabling them to make better decisions and choices for the future.
- Hamish spoke about the Police run Alcohol Improvement Induction Programme (AIEP), that are currently run on the West Coast.

#### **General Business**

- NZ Police invited the Road Safety Coordinator to attend the next AIEP course.
- Discussion was held regarding future meetings of the WC Road Safety Committee, day to be changed to a Wednesday at 9.30am and held at the Greymouth District Council Chambers. (Meeting dates will be included at the bottom of these minutes and an invitation will be sent out with zoom addresses), 2024.

- Wednesday 22<sup>nd</sup> May 2024 at 9.30am – Grey District Council
- Wednesday 21<sup>st</sup> August 2024 at 9.30 - Grey District Council
- Wednesday 20<sup>th</sup> November 2024 at 9.30 - Grey District Council

**Meeting Closed at 11.28 am.**

**Next meeting date, Wednesday 22<sup>nd</sup> May 2024**

**Minutes of the meeting of Cobden Aromahana Sanctuary and Recreation Areas Inc. held on 24 April 2024 at The Ark, 47 Richmond Street, Cobden, commencing at 5:30PM.**

**Present**

Rob and Ailsa Harrison, Henk Stengs and Daniel Lowe.

**Apologies**

Denis Skates, Michelle de Vries, Nelia Heersink and Kurtis Perrin-Smith

**Minutes of the previous meeting, 25 October 2023**

These were confirmed as correct (Henk/Ailsa).

**Matters arising**

The meeting with Paulette Birchfield did not eventuate so there has been no update. CASRA was selected as a recipient of the Good in the Hood promotion by Z Energy, whereby it received \$635.

**Correspondence**

The email from Kurtis Perrin Smith received 24 April 2024 (see below).

A letter of thanks was forwarded to Z Energy, regarding the above-mentioned donation (Moved Ailsa/Henk)

**Financial**

The current bank balance is \$21,795.94. (Rob/Henk). Payments were for a magazine subscription (\$99), a contribution toward a raffle prize (\$150), fertiliser (\$42) and Origin Landscapes \$1785.95

**Progress on path construction in the recreation area and what comes next.**

Currently bund construction is under way from the edge of the carpark from the gate westward

Along with his apology for being unable to attend the meeting, Kurtis-Perrin-Smith sent an email, summarised below.

Kurtis advised that he has recently visited the site. He said that the work completed by the Isaac's Trust is a great step forward. Council has obtained quotes to complete the remainder of tracks (to the same standard as that recently installed by the Isaac's Trust), and to install the bund to prevent vehicle access. Kurtis expects that this work will start soon. He will advise CASRA of a start date next week.

Council has also committed to undertake contract planting with Origin Landscapes in December. It is expected that Council/Origin Landscapes will have 1,500 plants to commit to planting efforts, available for planting between now and September 2024. Origin Landscape has been engaged to support CASRA's efforts around ongoing weeding and preparation of planting areas. Kurtis will advise the Society further next week. He would like to hold a meeting with the Society and Origin Landscapes in order to discuss the upcoming planting program and how we can best support each other. Council intends to keep the momentum going (budgets allowing).

**Progress on planting and weed control in the sanctuary and around the lagoon.**

Jobs for Nature have advised that willow control has been carried out in Cobden Island. It has also targeted some wild cherry, gorse and broom around the lagoon. CASRA has also carried out general weeding including around the entrance sign, as well as planting and weed spraying.

Daniel advised that he has achieved a very good strike rate from red tussock seed. Once these attain a suitable size they may be used in the recreation area.

**Wader bird counts**

Ailsa provided a report of the April 2024 counts.

- 15 shoveller and 7 mallards were seen.
- The continued presence of a white heron and a pied shag in the lagoon.
- Other species seen were white-faced heron, scaup, paradise duck, black shag, spur-winged plover and pukeko.

Also a NZ falcon seen on 23 April 2024 by Daniel at the recreation area and a marsh crake sighting by a member of the public who took photographs of it.

**Predator trapping**

Rob said that Denis' weekly check of traps have yielded a total 985 rats and either 105 or 107 mustelids. He again commended Denis for his commitment to the task. There has also been some more vandalism of some of the traps.

**Next working bee**

The next working bee will be releasing of saltmarsh ribbon wood and flax beside the cut on the first Saturday in May at 9:00 am. Some spraying has already been carried out there.

**Other matters.**

The Society has to re-register as incorporated by 2026 because of new statutory requirements.

**Date of next meeting and annual general meeting.**

July 24 2024.

The meeting ended at 6:17 pm



DRAFT MINUTES OF THE WEST COAST EMERGENCY MANAGEMENT JOINT COMMITTEE

## Joint Committee West Coast Emergency Management 7 February 2024

<p>Joint Committee Chair – Mayor Jamie Cleine and Steve Gibling (BDC), Mayor Tania Gibson and Paul Morris (GDC), Mayor Helen Lash, Francois Tumahai, Chair Peter Haddock and Darryl Lew (WCRC), Claire Brown (WCEM), Oliver Varley (NEMA), Te Aroha Cook, Paul Madgwick</p>		
	<p><b>1. Welcome and apologies.</b></p> <ul style="list-style-type: none"> <li>a. Mayor Jamie welcomed everyone to the meeting.</li> <li>b. Apologies from Simon Bastion</li> </ul> <p><b>2. Confirmation of the Minutes of last meeting held on Friday, 1 September 2023.</b></p> <ul style="list-style-type: none"> <li>a. No matters arising from the previous meeting.</li> </ul>	
<b>Moved</b>	Mayor Lash	<b>Carried</b>
<p><b>3. Group Manager Report - Claire Brown - Report taken as read.</b></p> <ul style="list-style-type: none"> <li>• Westland EOC activated in January after Metservice issued a rain warning of 600-800mm. Westland EOC did significant preparation for the event and were well supported by other regions. The new Minister Mark Mitchell visited the EOC during the activation. An agency to take place at the end of the week.</li> <li>• Two applications for NEMA Resilience Funding to be put in. The first is for flood evacuation plans for Grey, Hokitika &amp; Franz Josef. The second is an application for Caches across region to be resubmitted from last year.</li> <li>• Group plan review has commenced &amp; plan to have this to the Minister later this year.</li> <li>• Partnership Agreement included in the agenda to remind councils of their role in CDEM structure.</li> <li>• Planning exercise next week leading into the National Exercise in June &amp; July. IAP training exercise on the Coast next week.</li> <li>• Wahio Future Management Strategy meeting on the 25 of January with local group, and have agreed to engage in a piece of work around enhanced evacuation planning.</li> <li>• Group controller we currently only have one on the West Coast which is Te Aroha Cook. Looking at other local controllers to be group Controller this would include C Brown, Group Manager.</li> </ul> <p>Chair Haddock attended meetings for weather the event in January commented favorably on the operations. Mayor Lash thanked the WCEM for the response in Westland and supported the decision to close the road.</p> <p>Mayor Lash asked if a Group Controller would it impact the Group Manager role in an event. C Brown replied it would not and noted there were a number of Group Managers whom also had Group Controller titles. T Cook agreed and advised this would give joint committee approval &amp; gives us greater flexibility. Have a mandate to carry out duties.</p> <p>Mayor Cleine commented about the Westport events and the role of the Group Manager in addition to the Controller. He also asked who would fill the Group Manager role if she is Group Controller. T.Cook commented Trevor Watts is a local controller not an alternate Group controller, and that Group Controllers need to be formally approved.</p> <p>D. Lew suggested when recruiting that the right skills are sought to fill Controller positions from second tier management roles. He suggested this should be added to the Partnership agreement.</p> <p>Mayor Cleine agreed and noted this aspect included in position descriptions for managerial roles.</p> <p>P. Morris agreed. C Brown confirmed this would be added to the Controller Policy.</p> <p>Mayor Cleine asked about what agencies WCRC used for forecast and how potentially conflicting</p>		



weather reports were managed. D.Lew responded that traditionally MetService has been the sole provider of weather forecasts to WCRC but added that over last 5-7 years NIWA has increased its operational forecast capability.

He also noted that the new government appeared to endorse a review of national forecasting capability. He also noted the increasing availability of flood modelling from NIWA that was being utilised more. Going forward will look at both forecasts and compare.

T Cook noted the need to hold media to account for using old footage and worrying the public needlessly in this last event.

Mayor Lash voiced her concerns about the impact on the tourist industry with these weather warnings, stated people cancel bookings based on MetService forecasts. Suggested DWC should talk to operators about weather warning impacts.

<b>Motion:</b>	Agreed to receive the report. Agreed additional Group Controllers were required, and that second management be considered in recruitment for Controller roles.		
<b>Moved by:</b>		<b>Carried</b>	
<b>Seconded by:</b>	Mayor Gibson		

**4. Emergency Coordination Centre Facilities - Claire Brown**

- Each district has its own EOC set up, Buller own building, Westland chambers. Grey in EOC/ECC is currently combined. FENZ have offered the ECC space in its renovated building when complete.
- CEG understands several aspects need to be worked through; all costs need to be kept within current funding.
- Joint committee agreed in 2022 that the ECC remain in the Greymouth. Activity room used by both the Grey EOC & ECC depending on nature and impact of event.
- Discussion came last year about co-locating with FENZ as they are expanding their current facility.

Mayor Gibson – GDC was not notified of potential ECC relocation to FENZ, Mayor Gibson read it in the media. She has concerns about the cost to rate payers, lack of space, car parking issues with the proposed FENZ site when this facility is already available.

Claire Brown – ECC relocation discussion came through CEG but main conversations have been with Claire & FENZ. Any move would be operating within the current budget. Nationally co-locating works well with other agencies ie CDEM & FENZ are located in the same building in Blenheim.

Mayor Lash asked whether the proposal to co-locate was nationally driven. C. Brown advised this was not the case, and advised this was an opportunity for a purpose-built facility offered to CDEM by FENZ. She noted the current EOC/ECC was not intended as a long-term option and was established quickly at the onset of the Covid Pandemic national response.

Chair Haddock stated that Emergency Management & FENZ are quite different roles and had concerns about the clarity of roles. The current building has a good earthquake rating compared with the building FENZ have purchased. WCRC under a lot of pressure in relation to rates concerns.

T. Cook stated this was discussed at CEG separation of services have been discussed.

The Hastings ECC is the same size as current EOC/ECC and didn't cope with up to 160 people compacted into a small space. Welfare & EOC/ECC need to be separated.

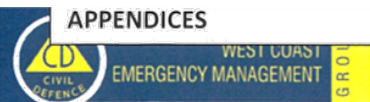
**Mayor Gibson** – stated that existing facilities are available including the High School, chambers that could be set up if required. Concerned about onwards cost to ratepayers. FENZ building lacks space.

**Darryl Lew** – stated from last CEG meeting, that FENZ are covering consulting costs. Need to look at pros and cons of the move. No final decision has been made to move to FENZ.

**Paul Morris** – joint EOC/ECC has worked to date but luckily, we've not had an event that requires the separation of the ECC & EOC. Lines are burred with EOC/ECC. Hawker report recommends that it be separated. Noted a lack of IL4 buildings in the Grey District.

**Claire Brown** – further discussion is required. What does it look like? FENZ going ahead with renovation there cost no council. This building may be required for other uses ie welfare.

**Peter Haddock** – stated the Grey District Council chambers are IL4. This could revert to EOC if required.



<p>The gym above ECC has extra space if required for EOC or ECC. FENZ becoming a cost for insurers.  <b>Darryl Lew</b> – EOC needs to be captured in discussions.</p> <p><b>Recommendation:</b> Internal discussions to continue. Capture concerns &amp; look at both EOC &amp; ECC options.</p> <p><b>Motion:</b></p> <p><b>Moved by:</b> <span style="float: right;"><b>Carried</b></span></p> <p><b>Seconded by:</b></p>
<p><b>5. “Resilient Westport Programme Update” – Claire Brown</b></p> <ul style="list-style-type: none"> <li>• Position has been sized &amp; it is going out to market. \$40,000 has been drawn down in order to commence the project planning for Evacuation planning for Westport.</li> </ul> <p><b>Moved: Mayor Gibson/Chair Haddock</b></p>
<p><b>6. National Emergency Management Update Oliver Varley – Report taken as read.</b></p> <ul style="list-style-type: none"> <li>• Minister Mark Mitchell in Westland for the last event.</li> <li>• National Controller now Wendy Wright after Roger Ball resigned.</li> <li>• National exercise Ru Whenua going ahead this year.</li> <li>• CATPLAN – first draft handbook completed for National Controller. Resources actions etc. Rapid relief, logistics, intel, and international capabilities. Next step multi-agency input.</li> <li>• CDEM bill lapsed late last year. Reinstated at the select committee stage.</li> <li>• Inquiry to North Island 2023 severe weather events due by 26<sup>th</sup> of March.</li> </ul> <p>D. Lew noted the importance of the Reviews and the need to workshop how they apply to us.</p>
<p><b>7. General Business</b></p> <p>D.Lew– Hawkes Bay WC invited a delegation to visit and discuss Cyclone Gabrielle. T. Cook agreed the value in having feet on the ground to observe the impact and recovery. Mayor Lash noted her willingness to attend. Mayor Cleine suggested we wait for the release and review of the Inquiry first. report first.</p>
<p><b>8. Meeting Closed by Mayor Cleine</b></p> <p>Meeting closed 10.12am</p>

## 8 IN COMMITTEE ITEMS

### COUNCIL IN-COMMITTEE

That the public is excluded from this part of the meeting in relation to:

**Agenda items 8.1, 8.2, 8.3, 8.4, 8.5, 8.6, 8.7 & 8.8**

The general subject of each matter to be considered while the public is 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:

### OFFICER RECOMMENDATION

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
<p><b>8.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF ORDINARY COUNCIL MEETING HELD ON 25 MARCH 2024</b></p>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>
<p><b>8.2 - CONFIRMATION OF IN COMMITTEE MINUTES OF EXTRAORDINARY COUNCIL MEETING HELD ON 9 APRIL 2024</b></p>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>
<p><b>8.3 - RECEIPT OF IN COMMITTEE MINUTES OF THE OPERATIONS AND CAPITAL PROGRAMME DELIVERY COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 29 APRIL 2024</b></p>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>

	making available of the information would be likely otherwise to damage the public interest	
<b>8.4 - RECEIPT OF IN COMMITTEE MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 29 APRIL 2024</b>	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
<b>8.5 - IN COMMITTEE MATTERS UNDER ACTION FROM DECEMBER 2023 COUNCIL MEETING</b>	s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
<b>8.6 - TAYLORVILLE RESOURCE PARK: THE WAY FORWARD</b>	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 would be likely otherwise to damage the public interest</p> <p>s7(2)(e) - the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate material loss to members of the public</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to</p>	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7

	<p>enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
<p><b>8.7 - NEW LIBRARY PROJECT: THE WAY FORWARD</b></p>	<p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to 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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>
<p><b>8.8 - REGIONAL INVESTMENT FUND: COUNCIL'S SUBMISSION.</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7</p>

**9 COUNCIL RESUMES IN OPEN MEETING**

**CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING**