

**AGENDA AND SUPPORTING PAPERS
FOR COUNCIL'S NOVEMBER MEETINGS**

**TO BE HELD IN THE OFFICES OF THE WEST COAST REGIONAL COUNCIL
388 MAIN SOUTH ROAD, GREYMOUTH**

TUESDAY, 13 NOVEMBER 2007

The programme for the day is:

**10.30 a.m.:
Meeting**

Resource Management Committee

On completion of RMC Meeting:

Council Meeting

THE WEST COAST REGIONAL COUNCIL

Notice is hereby given that a meeting of the **RESOURCE MANAGEMENT COMMITTEE** will be held in the Offices of the West Coast Regional Council, 388 Main South Road, Paroa, Greymouth on
Tuesday, 13 November 2007

P. EWEN
CHAIRPERSON

S. MORAN
Planning and Environmental Manager
C. DALL
Consents and Compliance Manager

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THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE MEETING OF THE RESOURCE MANAGEMENT COMMITTEE
HELD ON THE 9th OCTOBER 2007 AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL,
388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 10.30 A.M.**

PRESENT:

D. Shannahan (Chairman), R. Scarlett, J. Clayton, D. Davidson, B. Chinn, P. Ewen, R. Barber, T. Scott

IN ATTENDANCE:

C. Ingle (Chief Executive Officer), S. Moran (Planning & Environmental Manager), C. Dall (Consents & Compliance Manager), T. Jellyman (Minutes Clerk), The Media.

The Chairman welcomed T. Scott to the meeting noting that he replaces C. Edwards as Makawhio's representative.

1. APOLOGIES

There were no apologies.

2. MINUTES

Moved (Shannahan / Clayton) that the minutes of the previous Resource Management Committee meeting dated 11 September 2007, be confirmed as correct.

Carried

Matters Arising

Cr Ewen requested an update on the issuing of an Abatement Notice on School Creek. C. Ingle stated that the matter would be more appropriately discussed in committee, later today.

3. CHAIRMAN'S REPORT

The Chairman spoke of various meetings he attended during the month including the Marine Forum meeting that was held in Hokitika. There was a strong view from commercial fisherman stating that it was no use making a decision regarding the Marine Protection Area when Government was yet to sign the paper on protection standards, the coastal marine habitat and ecosystem classification. A motion was made by the commercial fishing group that no further work is carried out by the Marine Forum until Government signs off on the submission.

Cr Shannahan attended the Local Government Zone 5 meeting in Blenheim. He spoke of the presentations made by Federated Farmers and Mussel Farmers. He advised that Basil Morrison (Chairman) is not seeking re-election in this year's local body elections.

Moved (Shannahan/Davidson) That the Council receive this report.

Carried

5. REPORTS

5.1. PLANNING AND ENVIRONMENTAL GROUP

5.1.1 PLANNING AND ENVIRONMENTAL MANAGER'S MONTHLY REPORT

S. Moran spoke to his report. He advised that staff have commenced work on the draft plan to change the Coastal Plan. A workshop with Councillors will be held once this is complete.

S. Moran advised that the Hokitika Taxi Service is for sale but there has been no success to date for the purchase of this business. Hokitika Taxis provide the Total Mobility Scheme for Hokitika.

S. Moran reported that submissions for the Land Transport Management Amendment Bill are required by mid November.

It is expected that The New Transport Agency will come into being on 1 July 2008. S. Moran advised that this will involve new roles for WCRC.

S. Moran advised that feedback from the Ministry of Civil Defence and Emergency Management following Exercise Pandora was very good. He stated that over the three shifts the Ministry felt that things got better and better. Cr Clayton also confirmed that he was impressed with the level of commitment from staff and that it was a very worthwhile exercise. S. Moran confirmed that staff also enjoyed the challenge and were looking forward to the next exercise.

S. Moran reported that he attended a Didymo meeting two weeks ago. He advised that the next round of monitoring would be fully funded by Biosecurity NZ. He advised there has been an outbreak of Didymo in the Kakapotahi River. T. Scott asked if Didymo is getting any worse in the Haast River. S. Moran advised that it is there microscopically but not visually. S. Moran also reported that visible Didymo is in the headwaters of the Buller River but in only in the Tasman District area.

S. Moran reported there were no flood events during the reporting period but over the last few days both the Buller and Grey Rivers have triggered alarm levels. The Buller River at Te Kuha peaked 9.8m at 11.30am on Monday 8 October. Three alarms triggered above the first alarm level on the Grey River on the 6th, 7th and 8th of October. The Karamea River peaked at 4.1 on the 6th of October and 4.3 on the 8th of October.

Moved (Shannahan / Chinn) that Council receive this report.

Carried

5.2 CONSENTS AND COMPLIANCE GROUP

5.2.1 CONSENTS MONTHLY REPORT

C. Dall spoke to this report. He advised that no submissions were received on the Transfer of Dams Management & Associated Building Consent Functions proposal therefore a hearing is not required. Cr Chinn asked if there has been contact from any other regional councils, C. Dall advised that ECAN is not as far ahead with this project and he is yet to hear from Otago. Cr Davidson spoke of the importance of getting information from other regional councils in order for benchmarking to take place.

R. Barber asked for a report regarding the Abatement Notice in the Lake Poerua area. C. Dall agreed to provide further information.

Cr Davidson asked C. Dall how many consents are processed by consultants outside of WCRC. C. Dall advised that consultants are used for large projects and also if WCRC is the applicant. There are four consent applications currently being processed by consultants. Consultants are used for between 5 –10% consent applications.

Moved (Clayton / Ewen) that the October 2007 report of the Consents Group be received.

Carried

5.2.2 COMPLIANCE & ENFORCEMENT MONTHLY REPORT

C. Dall spoke to this report noting that it has been a quiet month with few site visits to dairy sheds due to calving.

C. Dall advised that investigations are underway into a discharge at Globe Progress Mine. This is as a result of a burst valve in the tailings pipeline. R. Barber asked if this was related to weather. C. Dall stated that this coincided with rain but was not weather related.

Cr Ewen had previously asked whether or not there was an oil spill in the Blaketown Lagoon.

C. Dall agreed to follow up on this matter.

Moved (Shannahan / Clayton)

1. *That the October 2007 report of the Compliance Group be received.*
2. *That the Council approves the release of the bond for Resource Consent RC98027.*

Carried

6. GENERAL BUSINESS

Cr Shannahan thanked all present for their assistance over the last few years and wished fellow Councillors well for the Local Body Elections.

The meeting closed at 10.58 a.m

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Simon Moran – Planning & Environmental Manager
 Date: 31 October 2007

Subject: **PLANNING AND ENVIRONMENTAL MANAGER'S MONTHLY REPORT**

Civil Defence

Welfare Advisory Group

The Welfare Advisory Group (WAG) met on 23 October. The main Agenda item was a debrief following Exercise Pandora. The WAG held a workshop on the Saturday morning of the Exercise to go over welfare issues and establish a welfare response to this particular scenario. The main issues coming out of the workshop involved:

- Managing an overwhelming amount of information;
- Gaining a clearer understanding of the role of the WAG is required, along with individual organisations, at the Group level;
- Working out the correct procedures with dealing with volunteers;
- How to use resources for welfare response e.g. Department of Conservation buildings and marae facilities particularly in Westland; and
- The importance of preparation and pre-planning.

The Group considers training of staff for welfare centers very important. The Chair of the WAG (Claire Brown) is following up training initiatives for early 2008.

Staff Training

Chris Pullen will be undertaking Group Recovery Manager training from 31 October – 1 November. Group Controller training is proposed for next year. Both of these courses are facilitated by MCDEM.

Waste Working Group

As part of the work we are doing with the Territorial Authorities this Council was asked to lend its support to a clean up initiative in the Buller district. This has resulted in the use of the Council's logo on supporting advertising and the co-operation of the Waste Education Officer James Palmer. Similarly, James will be operating some public education sessions on composting in the near future to which we will lend our support.

Resource Science

Surface Water Quality

Matt Dale from the Otago Regional Council visited recently and ran through procedures for didymo database use and field sampling protocols. Staff from the Council and the Department of Conservation attended.

The Council in partnership with Department of Conservation and Fish and Game have successfully applied for funding from Biosecurity NZ that will allow us to survey the regions waters for didymo, as required. The funding will cover microscopy training and equipment, navigational aids, and sterilising agents.

Poor weather has hampered completion of the spring round of State Of the Environment monitoring. The team is hoping for a break in the weather soon so they can get out and finish this work.

Envirolink Projects

We have had two reports produced on the pest plants in the West Coast Region. The first considered the status of biological control agents and concluded that although some places in the region, such as Otira and around Whataroa, are especially difficult to establish agents; at the remainder establishment has followed a similar trend to the rest of the country.

The second report considered the emerging weed issues in the region and suggested that we need to be vigilant as our climate offers ideal growing conditions for many of the invasive species currently observed in other parts of the country.

Hydrology / Flood warning

Site	Time of peak	Peak level	Warning Issued
Grey Rv @ Dobson	7/10 at 19:30	4157 mm	14:15
Karamea Rv @ Gorge	8/10 at 03:35	4372 mm	00:30
Buller Rv @ Te Kuha	8/10 at 10:30	9829 mm	11:30 (7/10)
Grey Rv @ Dobson	8/10 at 17:15	4106 mm	04:15
Karamea Rv @ Gorge	17/10 at 04:15	4783 mm	01:30
Buller Rv @ Te Kuha	17/10 at 10:00	8760 mm	03:15
Grey Rv @ Dobson	17/10 at 10:15	4149 mm	23:00 (16/10)

Repeater Outage.

During the October 17th storm lightening caused the Sewell Peak repeater to stop working. This disrupted all radio communications in the central and northern areas, making cellular the only communication pathway. Staff were onsite at Sewell Peak from 1am on the 17th and the repeater was promptly repaired with all sites operational for the remainder of the event.

Recommendation

That this report is received

Simon Moran
Planning and Environmental Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Nichola Costley – Regional Planner
 Date: 26 October 2007

Subject: **Land Transport Amendment Bill and Changes to Regional Council Transport Functions**

Purpose

To update Council on the Land Transport Amendment Bill and consequent effects on the formation of Transport Planning and Regional Land Transport Committees.

Background

The Next Steps Review identified a number of concerns in the Transport sector, including that the sector is not achieving value for money, and is not fully delivering on the New Zealand Transport Strategy and on the Governments wider economic agenda.

The Land Transport Amendment Bill has now been released. One of the major implications of the Bill is the proposed merger of Transit New Zealand and Land Transport New Zealand to create the New Zealand Transport Agency (the Agency).

The effect the Bill has on the Regional Council is twofold, through changing planning functions and appointments to the Regional Land Transport Committee.

Transport Planning

The Bill proposes:

- To require a government policy statement which will set out the governments planned investment and funding priorities for the next 3-6 years to provide more strategic guidance to the transport sector;
- To change to a 3-yearly planning cycle rather than an annual one with an introduction of Regional Land Transport Programmes. This is to include approved activities and combinations of activities in the region, their funding, and an indication of regionally and nationally significant activities (to be in place for 1 July 2009). These will combine all activities of the three territorial authorities and the regional council;
- Regional Land Transport Strategies will now be prepared, and reviewed, at least once in every 6 years (as opposed to the current 3 years), and will cover a period of at least 30 financial years (as opposed to the current 10 years);
- Progress reports on Regional Land Transport Strategies will be required every 3 years (as opposed to yearly);
- Regional programmes will include activities relating to State Highways in the region that are proposed by the Agency.

Regional Land Transport Committees (RLTCs)

The Bill proposes a change to the formation of RLTCs. The current RLTC has 16 appointed (voting) members. However the Bill outlines a new format where each regional council must appoint to its RLTC:

- 2 persons to represent the regional council;
- 1 person per each territorial authority in the region;
- 1 person to represent the Agency;
- 1 person to represent the objectives of economic development;
- 1 person to represent the objectives of safety and personal security;

- 1 person to represent the objectives of public health;
- 1 person to represent the objectives of access and mobility;
- 1 person to represent the objectives of environmental sustainability; and,
- 1 person to represent the objectives of cultural interests.

This will reduce the formal appointees from the current 16 members to 12.

In addition, only those appointed from the regional council, territorial authorities, and the Agency have voting rights for funding decisions relating to the Regional Land Transport Programmes. Persons appointed to represent the 'objectives' will have full speaking rights but shall only be entitled to a vote on matters related to regional land transport strategies.

Process forward:

Submissions on the Bill close on 14 December 2007 with the new legislation expected to be in place in the first quarter of 2008. The merger of Transit New Zealand and Land Transport New Zealand is expected to be established from 1 July 2008. We are currently reviewing but it seems unlikely that a submission will be required.

Recommendation

That this report is received

Simon Moran
Planning and Environmental Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Colin Dall - Consents & Compliance Manager
 Date: 25 October 2007

Subject: CONSENTS MONTHLY REPORTStaff Matters

Interviews for the vacant Consents Officer position were held and a job offer was made just prior to the writing of this report.

Consents Site Visits from Late September to Late October 2007

DATE	ACTIVITY, NAME & LOCATION	PURPOSE
27/9/07	RC07175 – Gravel clearance from creeks, Inwood Farms, Spring Creek, Ram Creek and Dee Creek	To view and assess the proposed gravel clearance sites.
27/9/07	RC07160 – Discharge of mussel shells, Holcim Ltd, Cape Foulwind	Pre-hearing meeting.
27/9/07	RC07177 – Water take, N Mouat, Punakaiki	To undertake a site visit to assess the potential environmental effects of the proposed take.
4/10/07	RC07195 – Gold mining operation, John Dunbier, Ross	To assess the potentially affected parties and potential environmental effects in relation to the proposed operation.
10/10/07	RC07189 – Land flipping, Les Guenole, Hokitika	To assess the environmental effects in relation the proposed flipping operation.
12/10/07	RC06244 – Landfill, Westland District Council, Butlers	To gain a better understanding of the site for, and potential environmental effects of, the proposed landfill.

Non-Notified Resource Consents Granted From 22 September to 19 October 2007

CONSENT NO. & HOLDER	TYPE AND PURPOSE OF CONSENT
RC05243 GP Contracting Ltd	To disturb the dry bed of the Buller River for the purpose of removing gravel.
RC07076 C & I Newcombe	To discharge treated domestic sewage effluent to land at Rutherglen Road, Rutherglen, via an effluent disposal system.
RC07122 South Pacific Forests	To disturb Erosion Prone 1 and 2 land as a result of exotic vegetation clearance, road construction and land preparation at Aratika, west of Lake Brunner. To discharge stormwater containing sediment to land in circumstances where it may enter water, as a result of exotic vegetation clearance, road construction and land preparation at Aratika, west of Lake Brunner.
RC07130 Cranley Farms	To undertake humping and hollowing activities adjacent to Kawhaka Creek, Arahura Valley.

	Kawhaka Creek, Arahura Valley.
	To discharge sediment to land where it may enter Kawhaka Creek, Arahura Valley.
RC07136 Hans Bay Developments	To discharge treated domestic wastewater to land from a proposed subdivision at Hans Bay Settlement, Lake Kaniere.
RC07142 Solid Energy NZ Ltd	To discharge treated mine water and stormwater to Seven Mile Creek.
RC07149 Solid Energy NZ Ltd	To dam mine water in the Mangatini Stream Catchment, Stockton Coal Mine.
	To take groundwater associated with the construction of "Davies Sump", Stockton Coal Mine.
	To discharge mine water from "Davies Sump", to the Mangatini Stream via an overspill structure, Stockton Coal Mine.
	To divert water from the upper Granity catchment area into the Mangatini Stream.
	To divert water from the upper Rudolf catchment area into the Mangatini Stream.
RC07161 Holcim NZ Ltd	To take surface water from the "G Quarry Holding Pond", Cape Foulwind Quarry.
	To discharge water containing contaminants from a limestone quarry to the Coastal Marine Area, Oroua Bay.
RC07166 Ngai Tahu Property	To disturb the bed and banks of the unnamed creek for the purpose of installing inlet and outlet structures, constructing a weir and installing gabion baskets, Iveagh Bay.
	To divert water, up to and including a 1 in 20 AEP storm event, in the unnamed creek (discharge into original bed), Iveagh Bay.
	To divert water, in excess of a 1 in 20 AEP storm event, from the unnamed creek (discharge into a road side swale), Iveagh Bay.
RC07173 Snowy Valley Farm	To disturb the bed of the Little Grey River to construct rock protection works, Ikamatua.
	To divert water from rock groynes, Little Grey River.
	To undertake earthworks (contouring), Ikamatua.
	To undertake earthworks in the riparian margins of the Little Grey River, Ikamatua.
	To divert water from rock groynes, Little Grey River.
RC07176 OnTrack	To occupy space in the Coastal Marine Area for Railway Bridge 123, north of Westport.
	To remove an existing bridge, and erect a replacement bridge within the Coastal Marine Area, north of Westport.
	To remove and deposit material within the Coastal Marine Area at Orowaiti Lagoon for the purpose of replacing Railway Bridge 123, north of Westport.
	To take coastal water from the Orowaiti Lagoon associated with the replacement of Railway Bridge 123, north of Westport.
	To incidentally discharge sediment to the Coastal Marine Area

at Orowaiti Lagoon associated with the replacement of Railway Bridge 123, north of Westport.

To undertake earthworks and clear vegetation within the riparian margins of the Orowaiti Lagoon for the purpose of replacing Railway Bridge 123, north of Westport.

To discharge liquid from the dewatering of bridge piles to land, associated with the replacement of Railway Bridge 123, north of Westport.

RC07177 Neil Mouat	To take water from an unnamed tributary of the Punakaiki River for a community water supply.
RC07180 WestReef Services Ltd	To undertake earthworks associated with land based gravel extraction, McPaddens Pit, Westport.
RC07181 Transit NZ Ltd	To disturb the riparian margin of Lake Wahapo to install gabion baskets and a wire rope barrier, State Highway 6. To discharge sediment (temporarily) to the waters of Lake Wahapo as a result of earthworks in the riparian margins, State Highway 6.
RC07184 Avery Bros Ltd	To disturb the dry bed of the Buller River at Organs Island for the purpose of removing gravel.

Changes to Resource Consents Granted During the Reporting Period

CONSENT NO. & HOLDER	CHANGE
RC05178 Rob Coers (Paringa River)	To increase the volume of gravel that can be extracted in a twelve-month period.
RC06213 John Dimmick Contracting (Hokitika River)	To increase the depth to which gravel can be extracted.

Limited Notified Consents Granted During the Reporting Period

CONSENT NO. & HOLDER	CHANGE
RC06209 Projects & Ventures Ltd	To discharge stormwater to water from a proposed subdivision to adjoining mudflats, adjacent to Craddock Drive, Westport.

No publicly notified consents were granted during the reporting period.

Whitebait Stand Resource Consents Granted From 22 September to 19 October 2007

STAND NO. & HOLDER	RIVER
WS737 Wixon Family	Mokihinui
WS890 TD Black	Waitangitoana
WS1014 S Moffitt	Turnbull
WS1118 I Horrox & W Briscoe	Turnbull
WS1121 P & N Bloxham & T Harden	Waiatoto
WS1136 GW Bergami	Mahitahi
WS1160 I & H Rasmussen	Okuru
WS1564 M Sutherland	Mokihinui

A total of 8 whitebait stand consents were granted.

Potential Hearings

Submissions in opposition have been received in relation to three consent applications that are being processed under the limited notification provisions of the Resource Management Act 1991 – RC07120, West Sand, for sand removal from Cobden Beach, RC07132, OnTrack, for the replacement of the Arahura rail and road bridge; and RC07160, Holcim Limited, for stockpiling of mussel shells at its Cape Foulwind quarry. The applicants are currently attempting to resolve the concerns of the submitters to avoid the need for formal hearings.

RECOMMENDATION

That the November 2007 report of the Consents Group be received.

Colin Dall
Consents & Compliance Manager

5.2.2

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Colin Dall - Consents & Compliance Manager and
 Chris Pullen Team Leader Compliance
 Date: 25 October 2007

Subject: **COMPLIANCE & ENFORCEMENT MONTHLY REPORT**

Staff

The Council hosted the latest meeting of the "Compliance & Enforcement Special Interest Group" at which the Consents & Compliance Manager gave a presentation on the failed enforcement action taken by Save Happy Valley Coalition against Solid Energy New Zealand Limited. The Compliance Team received good feedback from the participants on its organisation of the meeting.

The Senior Compliance Officer, Michael Meehan, attended a comprehensive Enforcement training workshop hosted by Environment Waikato.

Site Visits

A total of 67 site visits were undertaken during the reporting period, which consisted of:

- 14 resource consent compliance site visits
- 13 dairy shed inspections
- 16 site visits in response to complaints
- 24 mining compliance and bond release site visits

Specific Issues

- **Gravel Extraction:** Gravel extraction from many rivers was restricted during the reporting period by high flows as a result of high rainfall in their catchments. Compliance staff plan to meet with gravel contractors in the coming weeks to discuss monitoring of their gravel extraction.
- **Blaketown Beach Extraction – Westroads:** The following table gives the up-dated volume of gravel extracted this current calendar year:

24 September – 24 October	Year To Date Total	Remaining Balance
800 m ³	5,979 m ³	21 m ³

The Council has formally requested the Company to cease gravel extraction from the beach for the rest of the calendar year.

- **Globe Progress Mine – Oceana Gold:** Site discharges were monitored weekly during the reporting period. Compliance staff met with environmental and operational staff of the Company to discuss progress on sediment control at the sites and to set specific deadlines for sediment control measures, including the implementation of ongoing flocculant dosing and hydro-seeding of exposed disturbed land.
- **1080 Aerial Application:** Compliance staff met with Department of Conservation staff in South Westland in preparation for the commencement of the Department's 1080 aerial application operations in early November. Similar meetings have also been scheduled with Department staff in the Grey, Hokitika and Buller areas in response to ERMA's recommendation that such operations be closely monitored. Compliance staff will also meet with AHB agents when it proposes to undertake its next 1080 aerial application operations on the West Coast.

- **Subdivision at Mitchells:** Compliance staff monitored subdivision activities at Mitchells adjacent to Lake Brunner. Development for two separate subdivisions is being undertaken which some local residents are concerned about. Compliance staff will be undertaking further monitoring of the developments and liaison with the developers.
- **Solid Energy Consent/Licence Monitoring:** Compliance staff carried out the following visits to Solid Energy sites:

- Stockton Opencast Mine	2
- Ngakawau Coal Handling Facility	1
- Spring Creek Underground Mine	2
- Terrace Mine	1
- Reefton Coal Handling Facility	1
- Tillers Dump	1
- Strongman Mine	2
- Rocky Creek Coal Handling Facility	2
- Rapahoe Coal Handling Facility	1
Total	13

Stockton Opencast Mine

The results for the routine water quality sampling undertaken during the site visits show that mine discharges were within compliance limits at the time of sampling.

The Annual Work Plan for the mine was approved, with a renewal date of 23 October 2008.

Ngakawau Coal Handling Facility

Routine water quality sampling was carried out during the last reporting period, the results of which were not available at the time of writing this report.

Terrace Mine & Reefton Coal Handling Facility

The results for the routine water quality sampling for these sites show that their discharges were within compliance limits at the time of sampling.

Spring Creek Underground Mine

Routine monthly water quality sampling had not been undertaken at the time of writing this report.

Results from the September sampling run showed that discharges were within compliance limits at the time of sampling.

The Annual Work Plan for the mine was submitted to the Council which Compliance staff are currently reviewing.

Tillers Dump

Routine monthly water quality sampling had not been undertaken at the time of writing this report.

Results from the September sampling run showed that discharges were within compliance limits at the time of sampling.

Compliance staff are re-evaluating the need for regular monitoring at the Tillers Dump site. Monitoring results for the previous year show no adverse effects on 7 Mile Creek and the rehabilitation work carried out by SENZ has reduced the amount of runoff from the site.

Rapahoe & Rocky Creek Coal Handling Coal Handling Facilities

Routine monthly water quality sampling for these sites had not been undertaken at the time of writing this report.

Results from the September sampling runs showed that discharges from these sites were within compliance limits at the time of sampling.

Strongman Mine

Routine monthly water quality sampling had not been undertaken at the time of writing this report.

Results from the September sampling run showed that discharges were within compliance limits at the time of sampling.

The Annual Work Plan and Closure Plan for the mine were submitted to the Council during the last reporting period which Compliance staff are currently reviewing.

Complaints Received Between 24 September 2007 – 24 October 2007

There were 17 complaints received during the reporting period. A summary of these is as follows:

Activity	Number of complaints	Brief Description	Location
Discharge to Air	1	Smoke	Rutherglen
Discharge to Water	1	Stock in creek	Mallinsons Creek
Discharge to Water	1	Discharge of sediment	Deep Creek
Discharge to Water	1	Discharge of sediment	Fishermans Creek
Discharge to Water	1	Discharge of sediment	Ford Creek
Discharge to Water	1	Discharge of sediment	New River
Discharge to Land	1	Slip	Mt Fredrick
Discharge to Land	1	Dumping of rubbish	Blue Spur
Discharge to Land	1	Blocking of drains	Westport
Discharge to Land	1	Dumping of rubbish	Greymouth
Discharge to Land	1	Dumping of asbestos	Dunollie
Disturbance Freshwater	1	Structures in water	Taramakau
Disturbance Freshwater	1	Gravel take	Gulch Creek
Disturbance Freshwater	1	Gravel take	Hokitika
Disturbance CMA	3	Disturbance to the CMA	Blaketown
Total	17		

Enforcement

The following abatement and infringement notices were issued during the reporting period:

Notice	Activity	Location
Abatement	Discharge to land	Franz Josef
Infringement	Discharge to water	Devils Creek, Reefton
Infringement	Discharge to water	New River
Infringement	Gravel extraction	New River

The above were unauthorised activities that have been discussed and followed up with those carrying out those activities.

MINING

Work Programmes

The Council received the following 9 mining work programmes over the reporting period, 7 of which were approved by the end of the reporting period (shown in italics):

Date	Mining Authorization	Holder	Location
15/10/07	CML37159	SENZ	Strongman
15/10/07	CML 37175	SENZ	Spring Creek
<i>9/9/07</i>	<i>RC07077</i>	<i>Keown/Jacobs</i>	<i>Rutherglen</i>
<i>27/9/07</i>	<i>MP 41 900/RC06070</i>	<i>Blacktop</i>	<i>Big Dam Hill</i>
<i>27/9/07</i>	<i>ML 323191/ RC01136</i>	<i>Eldon Holdings Ltd</i>	<i>Donaldson's Road</i>
<i>27/9/07</i>	<i>ML 322963/RCN 98303</i>	<i>Eldon Holdings Ltd</i>	<i>Kangaroo Creek</i>
<i>17/9/07</i>	<i>MP 41 667/RC05067</i>	<i>I Whyte</i>	<i>Dunganville</i>
<i>13/9/07</i>	<i>MP 41 866/RC 04290</i>	<i>G Hobbs</i>	<i>Nelson Creek</i>
<i>4/9/07</i>	<i>CML37150</i>	<i>SENZ</i>	<i>Stockton</i>

Bonds Received

Date	Mining Authorization	Holder	Location	Amount
8/10/07	RC07077	Keown/Jacobs	Rutherglen	\$8,000
27/09/07	RC06070	Blacktop	Big Dam Hill	\$5,000
24/9/07	MP 41 667/RC05100	Whyte	Dunganville	\$8,000

Bond Releases

There are no bond release recommendations.

OIL SPILL RESPONSE

No marine oil spills occurred during the reporting period. However, a bitumen tanker overturned on the Rahu Saddle east of Reefton, which Compliance staff responded to. It was subsequently established that the contents of the tanker were secure and no spill had occurred.

RECOMMENDATION

That the November 2007 report of the Compliance Group be received.

Colin Dall
Consents & Compliance Manager

THE WEST COAST REGIONAL COUNCIL

Notice is hereby given that an **ORDINARY MEETING** of the West Coast Regional Council
will be held in the Offices of the West Coast Regional Council, 388 Main South Road,
Greymouth on

Tuesday, 13 November 2007 commencing on completion of the
Resource Management Committee Meeting.

A.R. SCARLETT
CHAIRPERSON

C. INGLE
CHIEF EXECUTIVE OFFICER

<u>AGENDA NUMBERS</u>	<u>PAGE NUMBERS</u>	<u>BUSINESS</u>
1.		APOLOGIES
2.		PUBLIC FORUM (if required)
3.		MINUTES
	1 – 3	3.1 Minutes of Council Meeting 9 October 2007
	4 - 7	3.1.2 Minutes of Triennial Meeting 25 October 2007
4.		REPORTS
	8 - 9	4.1 Planning and Environmental Manager's Report on Engineering Operations
	10 – 65	4.1.2 Minutes of Rating Districts Annual General Meetings for 2007
	66	4.2 Vector Programme Manager's Report
	67 -	4.3 Corporate Services Manager's Reports
	70 – 92	4.3.1 Delegations Manual Report
	93 103	4.3.2 Local Government NZ and Society of Local Government Managers (SOLGM) Working Party Response to the Report of the Rates Enquiry
5.		CHAIRMAN'S REPORT (VERBAL)
6.	104	CHIEF EXECUTIVE'S REPORT
7.		GENERAL BUSINESS

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON 9 OCTOBER 2007,
AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD,
GREYMOUTH, COMMENCING AT 11.00 A.M.**

PRESENT:

J. Clayton (Chairman), R. Scarlett, B. Chinn, D. Shannahan, D. Davidson, P. Ewen

IN ATTENDANCE:

C. Ingle (Chief Executive Officer), C. Dall (Consents and Compliance Manager), S. Moran (Planning and Environmental Manager), A. Macalister (Vector Programme Manager), T. Jellyman (Minutes Clerk), The Media.

1. APOLOGIES:

There were no apologies

2. PUBLIC FORUM

There was no presentation.

3. CONFIRMATION OF MINUTES

Moved (Davidson / Shannahan) that the minutes of the Council Meeting 11 September 2007 be confirmed as correct.

Carried

Matters arising

Cr Chinn asked if there has been any response from Crown Minerals regarding the substantial increase in quarry mining fees. S. Moran advised there has been a response by email regarding the consultation process and that this process started back in October 2005. S. Moran confirmed we were not notified of the imminent price increase and would only have know about this if we had been monitoring the Crown Minerals website. S. Moran agreed to follow this up with a letter to Crown Minerals.

Cr Shannahan queried if we are to receive a refund of monies now that the Varroa Agency has been disbanded. C. Ingle advised that is he investigating this matter at the moment.

4. REPORTS:

4.1 PLANNING AND ENVIRONMENTAL MANAGER'S REPORT ON ENGINEERING OPERATIONS

S. Moran spoke to his report. He advised that the Annual General Meetings of the Rating Districts have been held. The minutes of these meetings will be presented to the November Council meeting for approval.

S. Moran advised that blasting has occurred at the Wanganui, Whataroa and Kiwi quarries. Also 15,000 tonne of rock has been retrieved from the Inchbonnie quarry.

Cr Davidson asked S. Moran if there has been an update concerning the Wanganui quarry.

S. Moran advised that he is putting a proposal to the rating district regarding stockpiling of rock along the riverbank. Cr Davidson spoke of longterm plans for the quarry. S. Moran agreed that this quarry does have a limited life span.

Moved (Ewen / Davidson) that this report be received.

Carried

4.2 VECTOR PROGRAMME MANAGER'S REPORT

A. Macalister spoke to his report. He advised that the prospect of getting pigs out of the Maruia valley is being investigated. It is hoped that 50 pigs will be caught and tested for Tb.

A. Macalister reported that the research trial on weka-proof bait stations is underway and all four bait stations have effectively excluded weka. This means that ultimately Feratox will be able to be used once again. Cr Scarlett asked whether they also exclude possums. A. Macalister said they would be tested to ensure possums could still enter.

In view of A. Macalister's imminent departure from the organisation, Cr Clayton took the opportunity to thank him for his input into the Vector Management programme. Cr Clayton expressed his confidence in the vector programme, noting that it was very satisfying to see the improvements made with good contractors and reporting methods in place. All other councilors passed on their thanks and wished A. Macalister well for the future.

Moved (Scarlett / Ewen) that this report be received.

Carried

4.3 CORPORATE SERVICE MANAGER'S REPORTS

C. Ingle spoke to this report in R. Mallinson's absence. Discussion took place regarding funds for future quarry restoration. Cr Clayton explained that these funds are effectively a bond. S. Moran explained that following flood events then there is a high demand for rock from quarries therefore council in effect does well out of adversity, in terms of recovering quarry costs. This balances other years, when rock sales are lower.

C. Ingle reported that the VCS Business Unit surplus was well above budget.

Cr Clayton stated that the Corporate Services Manager had managed Council's funds very well over the 12 years of Cr Clayton's tenure. Council is now in a much stronger financial position than it had ever been in the past.

Moved (Scarlett / Shannahan) that this report be received.

Carried

4.3.1 ADOPTION OF AUDITED ANNUAL REPORT FOR YEAR TO 30 JUNE 2007

C. Ingle spoke to this report in R. Mallinson's absence noting that there have been some last minute changes to a cash bond of Pike River Coal.

B. Kearney of Audit New Zealand addressed Council. He noted that the audit process went well. He advised that there is no impact on the end result from the Pike River bond. He answered questions and spoke of the work required regarding the changeover to IFRS.

Moved (Ewen / Scarlett) *That Council adopt the Annual Report for the year to 30 June 2007 pursuant to section 98 (3) of the Local Government Act 2002.*

Carried

5. CHIEF EXECUTIVES REPORT

C. Ingle spoke to his report and spoke of various meetings he had attended during the month. He ran the overnight shift as Regional Controller during Exercise Pandora. He also attended a significant number of the Rating District Annual General Meetings.

C. Ingle and S. Moran visited the Wanganui Quarry to discuss health and safety issues.

C. Ingle passed on positive feedback received from the Ministry of Civil Defence and Emergency Management following Exercise Pandora. They spoke of the high level of commitment from staff and managers during the exercise.

C. Ingle met with William McCook (CEO Animal Health Board) on the 2nd of October to discuss issues around the renewal of the contract for Vector Management Services. C. Ingle is seeking a two year extension to the contract. C. Ingle reported that the Animal Health Board are looking at reducing the number of Vector Programme Managers and this may impact on

WCRC. It is important to have certainty when appointing a new Vector Manager. The current contract expires in June 2008.

C. Ingle drew attention to the change of Makaawhio representative on the Resource Management Committee, advising that Mr Terence Scott is now a member of this committee.

Moved (Scarlett / Chinn) that this report be received.

Carried

6. CHAIRMANS REPORT (VERBAL)

Cr Clayton reported that it has been a fairly quiet month. He attended Exercise Pandora and spoke of the positive spinoffs of carrying out a large scale civil defence exercise.

Cr Clayton attended the Punakaiki and Karamea Rating District Annual General Meetings. He reported that the Karamea Rating District is to spend money on having flood management structures professionally checked. He also reported that the Punakaiki Rating District meeting went well and noted that a new chairman has been appointed to this rating district.

Cr Clayton thanked those present for their contributions during his 12 years on Council. He wished his fellow councillors well for the local body elections.

Moved (Clayton /Shannhan) *that this report be received.*

Carried

7. GENERAL BUSINESS

There was no general business.

The meeting closed at 11.52 a.m.

.....

Chairman

.....

Date

THE WEST COAST REGIONAL COUNCIL**MINUTES OF THE FIRST MEETING OF THE WEST COAST REGIONAL COUNCIL FOLLOWING THE 2007 TRIENNIAL ELECTION HELD ON 25 OCTOBER 2007 AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 10.32 A.M.****PRESENT:**

R. Scarlett, D. Davidson, P. Ewen, B. Chinn, A. Robb, T. Archer, A. Birchfield

IN ATTENDANCE:

C. Ingle (Chief Executive Officer), R. Mallinson (Corporate Services Manager),
T. Jellyman (Minutes Clerk), The Media.

The Chief Executive Officer chaired the meeting until a Chairperson was elected.

1. WELCOME AND APOLOGIES:

The Chief Executive Officer welcome all present to the meeting. He congratulated Councillors on their successful elections. Apologies were called for but as all elected and newly elected Councillors were present there were no apologies.

2. INTRODUCTIONS AND DECLARATIONS:

C. Ingle introduced himself and staff in attendance to the meeting. He asked that all Councillors introduce themselves. Each Councillor then read aloud and signed their declaration.

3. ELECTION OF CHAIRPERSON, DEPUTY CHAIRPERSON AND CHAIRPERSON OF RESOURCE MANAGEMENT COMMITTEE:

C. Ingle called for nominations for Chairperson.

Cr Archer nominated Cr Scarlett as Chairperson. Cr Davidson seconded the nomination.
Cr Archer and Cr Chinn spoke to the nomination.

There being no further nominations, C. Ingle closed nominations and called for votes and Cr Scarlett was elected as Chairperson unopposed.

Moved (Archer / Davidson) That Cr Scarlett be elected as Chairperson.

Carried

Cr Scarlett read and signed his declaration as Chairman. Cr Scarlett thanked Councillors for the confidence Councillors have shown in him. He spoke of his dual roles as Chairman of the Dairy Company and now our Council. Cr Scarlett went on to speak of his style of Chairmanship; that it is one of inclusively and that he believes in delegation. He spoke of utilising the talents of those present and that he is looking forward to making this council a strong council for the benefit of the ratepayers. He spoke of unity and contact with councillors and that he would be seeking advice and guidance from fellow councillors in order to make a strong council for the benefit of the region.

The Chairman then called for nominations for Deputy Chairperson.

Cr Chinn nominated Cr Ewen as Deputy Chairperson. Cr Davidson seconded the nomination.

There were no further nominations for Deputy Chairperson. Cr Ewen was elected unopposed.

Moved (Chinn / Davidson) That Cr Peter Ewen be elected as Deputy Chairperson and that Cr Ewen become the Chairman of the Resource Management Committee.

Carried

Cr Ewen thanked the Chairman and Councillors. He stated that it has been a good team over past couple of terms. He reminded the meeting that we are a regional council as opposed to District Council and that interests of the region are paramount in everyone's mind. He is looking forward to the next term.

Cr Scarlett advised that by convention the Deputy Chairman is the Chairman of the Resource Management Committee. Cr Archer asked what attributes does Cr Ewen have in this field. Cr Ewen stated he has considerable local knowledge, no conflict of interest in any other entities and strong general knowledge.

4. GENERAL EXPLANATIONS OF VARIOUS LEGISLATION AFFECTING MEMBERS REQUIRED BY THE LOCAL GOVERNMENT ACT 2002

The Chairman drew attention to this report. The report was taken as read.

Moved (Birchfield / Ewen) that this report be received.

Carried

5. DECLARATION OF MEMBERS INTERESTS

The Chairman spoke briefly to this report. Each member was asked to complete the form and return it to the Corporate Services Manager prior to the next meeting.

6. SALARIES PAYABLE TO CHAIRMAN AND COUNCILLORS FOR THE INTERIM PERIOD FOLLOWING THE ELECTION

R. Mallinson presented this report to the meeting. He advised that the Remuneration Authority advises how much councillors are to be paid and also the size of the pool fund. A new determination is expected at the end of November. It was noted that the pool fund is now serving seven councillors and not six.

Moved (Archer / Davidson) that this report be received.

Carried

7. APPOINTMENT OF COUNCIL REPRESENTATIVES TO OTHER COMMITTEES

Cr Scarlett spoke to this report.

WEST COAST EMERGENCY MANAGEMENT GROUP

Moved (Birchfield / Chinn) That the Council Chair be appointed to the West Coast Emergency Management Group.

Carried

Moved (Birchfield / Chinn) That the Deputy Chairman be appointed as an alternate representative to the West Coast Emergency Management Group.

Carried

REGIONAL LAND TRANSPORT COMMITTEE

Moved (Chinn / Archer) That the Council Chair and Deputy Chair as an alternate be appointed as Council representative and Chair of the Regional Land Transport Committee.

Carried

GREYMOUTH FLOODWALL RATING DISTRICT JOINT COMMITTEE

Cr Davidson asked if the floodwall was an asset of the regional council. C. Ingle clarified that it is owned and insured by the Grey District Council but WCRC is responsible for the maintenance of the structural integrity of the floodwall. Grey District Council is responsible for the beautification of the floodwall and formally owns the floodwall. C. Ingle stated that this is a rating district. C. Ingle stated that the meeting and minutes of the meetings are managed by this council. Cr Ewen advised that the Councils take turns in chairing this meeting. Cr Scarlett felt it more appropriate that the three Councillors from the Grey constituency are the best people to be involved with this. It was agreed that the three Grey constituency Councillors would represent this council.

Moved (Scarlett / Ewen) that the three Grey constituency Councillors be appointed as West Coast Regional Council representatives to the Greymouth Floodwall Rating District Joint Committee.

Carried

REGIONAL ANIMAL HEALTH COMMITTEE

Cr Scarlett stated that previously this role has been filled with a councillor who has a farming background. C. Ingle tabled a letter from Helen Lash the current Chair of the West Coast Regional Animal Health Committee thanking John Clayton for his contribution to this group.

Cr Scarlett asked that Cr Robb be considered for this role bearing in mind his strong farming background and the ties that the Robb family has had to this organisation at a national level. Cr Davidson recommended that an alternate be in place for this committee for consistency. It was agreed that Cr Birchfield be appointed as an alternate for this committee.

Moved (Ewen / Birchfield) that Councillor Robb be appointed to the Regional Animal Health Committee with Cr Birchfield the alternate representative.

Carried

WASTE MANAGEMENT WORKING GROUP

C. Ingle advised that The Waste Working Group is an informal working group (not a joint committee). It has representatives from the four West Coast Councils plus staff in attendance.

Moved (Ewen / Birchfield) That Cr Archer be appointed to this group.

Carried

MARINE PROTECTION FORUM

C. Ingle advised that ex-Councillor Shannahan is quite happy to continue attending this forum if council wishes. C. Ingle advised that this is not an ongoing forum. Cr Davidson stated that this forum has a "limited life". Cr Chinn stated that he would like to see Mr Shannahan remain on this forum. Cr Ewen also recommended that Mr Shannahan and Mr Clayton be contacted to ascertain their availability to act as Commissioners with resource consent applications due to their experience and training in this area.

Moved (Chinn / Davidson) That Denis Shannahan be appointed to represent the Council on the Marine Protection Forum.

Carried

8. STANDING ORDERS

Cr Scarlett spoke to this report. Discussion ensued regarding casting votes. Cr Scarlett stated he is guided by what council wants and that there are difficulties with casting votes either way.

Cr Scarlett stated that now that there are seven councillors this problem might not be encountered very often. Cr Davidson stated that sometimes a casting vote is required in order to make progress or to make decisions. Cr Archer advised that he feels it needs to go one way or the other and that persuasion needs to be on the level of the argument and consensus is preferable. C. Ingle stated that the purpose of a casting vote is to break deadlock. Cr Birchfield and Cr Ewen advised that they feel the same as Cr's Davidson and Chinn. Cr Davidson reiterated that he has confidence in the Chairman and Deputy Chairman to make the right decision. C. Ingle advised that he has only seen a deadlock once here and at that time the Chairman did not use the casting vote. He advised that the recommendation that we have the casting vote is to break a deadlock. Cr Scarlett said that there is a majority in favour of this.

Moved (Birchfield / Davidson) that this report be received.

Cr Archer - against

9. COUNCILLORS CODE OF CONDUCT

Cr Scarlett spoke to this item.

Moved (Ewen / Davidson) that this report be received.

Carried

10. GOVERNANCE STATEMENT

R. Mallinson spoke to this report.

Moved (Archer / Chinn) That Council adopt the updated Governance Statement

Carried

11. SCHEDULE OF ORDINARY MEETINGS:

R. Mallinson spoke to this report noting that Council has in the past held its monthly meeting on the 2nd Tuesday of each month. Cr Scarlett asked if there is to be any departure from this. Councillors confirmed that they are happy with this arrangement.

2007	
November	13 th
December	11 th
2008	
January	No Meeting
February	12 th
March	11 th
April	8 th
May	13 th
June	10 th
July	8 ^h
August	12 th
September	9 ^h
October	14 th
November	11 th
December	9 th

Moved (Birchfield / Chinn) that the proposed schedule of ordinary and committee meetings be agreed to.

Carried

The meeting closed at 11.48 a.m.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 13 November 2007
 Prepared by: W. Moen & G. Trenwith – River Engineering Section
 Date: 29 October 2007

Subject: **PLANNING AND ENVIRONMENTAL MANAGER'S REPORT ON
 ENGINEERING OPERATIONS**

1. RIVER AND DRAINAGE INSPECTIONS

- Inangahua River – Flood Damage – K. Moore

2. WORKS

The recent contracts for: Taramakau, Nelson Creek, and Vine Creek have been started.

- Waitangitona Rating District – Contract R 2007 / 08 - Flood Damage
 This contract has been completed by Ferguson Brothers Ltd.
 This involved the placing of 1,300 tonnes of rock as protection works and 1,000 tonnes as stockpiled rock.
 The final cost was 36,639.00 (G.S.T. Exclusive).
- Wanganui Rating District – Contract R 2007 / 08 - Flood Damage
 This contract has been completed by Arnold Contracting Ltd.
 This involved the recovery of 300 tonnes of rock and the placing of 1,120 tonnes of rock as protection works.
 The final cost was \$27,191,20 (G.S.T. Exclusive).

3. FUTURE WORKS

- Karamea Rating District – Flood Damage
- Coal Creek Rating District – Flood Damage
- Matainui Creek Rating District – Channel Cleanout
- Southside Hokitika – Flood Damage
- Punakaiki – Maintenance

4. QUARRIES

ROCK MOVEMENTS FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2007

QUARRY	ROCK IN QUARRY @ 31/08/07	ROCK USED	ROCK QUARRIED	ROCK IN QUARRY @ 30/09/07
Blackball	3420	0	0	3420
Camelback	100	0	1000	1100
Inchbonnie	15000	0	0	15000
Kiwi	0	350	1500	1150
Miedema	0	0	0	0
Okuru	1840	0	0	1840
Taramakau	0	0	0	0
Wanganui	380	0	1000	1380
Wanganui Stockpile	3648	0	0	3648
Whataroa	100	0	2500	2600
TOTALS	24488	350	6000	30138

WORK PERMITTED SINCE 1 SEPTEMBER 2007

QUARRY	CONTRACTOR	TONNAGE REQUESTED	PERMIT START	PERMIT FINISH
Blackball	GH Foster	1000	16/10/07	31/10/07
Whataroa	Arnold Contracting	150	16/10/07	20/10/07

Recommendation

That this report is received

Simon Moran
Planning and Environmental Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
Prepared by: Simon Moran – Planning and Environmental Manager
Date: 30 October 2007
Subject: **ADOPTION OF MINUTES FROM THE RATING DISTRICT
ANNUAL GENERAL MEETINGS**

I attach the minutes from the recent round of Rating District Annual General Meetings.

The minutes contain recommendations from the Rating Districts with regard to the level of rating they endorse for 2008/09.

These recommendations will be included in our 2008/09 Annual Plan and will be formally set as part of that Annual plan process.

RECOMMENDATION

That the minutes be received and adopted.

Simon Moran
Planning and Environmental Manager

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
INCHBONNIE RATING DISTRICT
 HELD AT WARWICK GAULT'S RESIDENCE
 ON 17 SEPTEMBER 2007, COMMENCING AT 10.05 AM.

PRESENT

W. Gault, J. Keeney, R. Adams, D. Rooney, D. Shaffey.

IN ATTENDANCE

West Coast Regional Council
 D. Shannahan, (Councillor), P. Ewen, (Councillor)
 S. Moran, W. Moen, T Jellyman (Staff)

APOLOGIES

R. Adams, J. Clayton, G & R. Rooney

W. Gault / J. Keeney - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Monday 16 October 2006, be adopted as a true and correct record of that meeting."*

W. Gault / J. Keeney - Carried

MATTERS ARISING

W. Moen reported that the cross section surveys were completed last year. Analysis of this survey work has been contracted to Good Earth Matters Ltd (Christchurch). Once the analysis is completed then design work will be carried out to ascertain estimates for stop banking raising. W. Moen displayed the cross section report to the meeting. S. Moran advised that staff would go through this report and get back to the rating district to discuss recommendations as to where to from here.

W. Moen advised he wrote to Trustpower and Grey District Council regarding cost sharing for this work and analysis following last years meeting. Trustpower have asked for more information including what Grey District Council's contribution would be. W. Moen advised that Grey District Council resolved in 1998 to pay 50% of maintenance works.

W. Moen is to clarify this further with GDC.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$55,014.68

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

J. Keeney / W. Gault - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He outlined the works that had been carried out during the period (\$42,331.60) and outlined a proposed allowance of \$20,000 for maintenance expenditure for the following

2007 / 2008 year. W. Moen carried out an inspection on the 24th of July 2007, as a result no immediate works were identified.

W. Gault queried the tonnage taken by Ferguson's from the stockpile. He noted there were only two small piles in place. He added that the contractor's management of this job was poor and he had to show each new crew what was required each day. W. Moen added that the same problem was encountered in the Taramakau Settlement area with Ferguson's. Cr Shannahan stated that the cheapest price is not always the best option.

It was agreed that staff would write to Ferguson's regarding their poor performances.

Possible raising of the stop bank over 500 metres was discussed but this is subject to final analysis work by GEM Ltd. This could be in the vicinity of \$80,000 but W. Moen advised that estimates would be subject to surveys prior to works being carried out and he would report back to the rating district prior to work commencing. The split of costs would be 50% to the rating district and 50% to Grey District Council.

Moved: ***"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."***

D. Rooney / J. Keeney – Carried

ELECTION OF OFFICERS

Moved: ***"That W. Gault be re-elected as the spokesperson for the Inchbonnie Rating District for the 2007/ 2008 financial year."***

J. Keeney / D. Rooney – Carried

RATES 2008 / 2009

W. Moen advised that the recommended rate strike is \$50,000 and that the Asset Management Plan currently recommends \$60,000. S. Moran advised that future work on the stopbanks could put quite a hole in the reserves. D. Rooney advised he would rather see what costs they are up for prior to agreeing to a higher rate strike. He also stated that Grey District Council is putting in 50% for works so their fund is still building up. Cr Shannahan asked if consents would be required for the stop bank work and how long until work begins. W. Moen advised work probably would not be starting within the next 12 months. He advised that Ngai Tahu might be involved with the consent process. S. Moran advised that it would be beneficial to get some figures for this project to Grey District Council by November in order to include this work in their Annual Plan process.

W. Gault asked for a rough figure for this work. W. Moen gave a ballpark figure of \$250,000. J. Keeney asked who would take out the loan for the work. W. Moen confirmed that Council normally takes out the loan on behalf of the rating district, it is then rated out to the rating district on proportion. It was noted that lump sum repayments are no longer allowed by individuals.

The Rating District contributed on a one off basis, to some rock work outside the scheme last year.

There was discussion regarding the boundary of the rating district as works are required upstream to protect the road. W. Moen advised the meeting to keep the existing boundary where it is.

The recommended rate strike for 2008 / 2009 is \$50,000. W. Moen advised that the revised Asset Management Plan recommends an average of \$60,000. Discussion took place regarding the rate strike and the rating district agreed to amend the recommendation to \$40,000

Moved: ***"That the rate strike remains at \$40,000 + GST for the 2008 / 2009 financial Year"***.

D. Shaffey / W. Gault - Carried

GENERAL BUSINESS

W. Gault requested that W. Moen progress the stop bank work. W. Moen will call a meeting once the required information is to hand. S. Moran advised that preliminary

findings would be reported back in November. W. Gault stated that he wanted any raising of the stopbank that was required to be done as soon as possible if it is under the 1 in 50 event return period.

Moved: *“That the rating district agree to fund extra work to complete the design stage in the interim but that the cost is to be included in the total cost of the project to be divided between the contributing parties”.*

D. Shaffey / J. Keeney - Carried

W. Moen asked the meeting if more stockpiles of rock were required for emergency works purposes. It was agreed to discuss this further at the meeting scheduled for December when future works will be discussed.

W. Gault tabled a letter to W. Moen from the Winters regarding river protection and the change in direction of the river. W. Moen read the letter to the meeting. W. Moen and W. Gault will inspect this area in December and investigate this matter further. W. Moen noted that the channel may need clearing.

W. Moen reported that the quarry was blasted recently resulting in between 10 - 15, 000 tonne of rock is down as a result. This has alleviated the dangerous situation with overhanging rock.

W. Moen advised that a SNA area has been identified by Grey District Council in the scheme area. S. Moran advised that this land is owned by WCRC. S. Moran has had some preliminary discussions with Paul Berry regarding this area.

There being no further business, the meeting closed at 11.08 am.

Wayne Moen
River Engineer
17 September 2007

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
TARAMAKAU RATING DISTRICT
HELD AT THE TARAMAKAU SETTLEMENT SCHOOL
ON MONDAY 17 SEPTEMBER 2007, COMMENCING AT 1.16PM.

PRESENT

M. Stewart, S. Langridge, P. Stevenson, A. Stewart, M. Dyke, R. McCarthy,

IN ATTENDANCE

West Coast Regional Council
 D. Shannahan, (Councillor)
 P. Ewen, (Councillor)
 S. Moran, W. Moen, T Jellyman (Staff)

APOLOGIES

J. Stewart, J. Clayton, N. Robb

S. Langridge / M. Stewart - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Monday 16 October 2006, be adopted as a true and correct record of that meeting."*

A. Stewart / S. Langridge - Carried

MATTERS ARISING

W. Moen spoke of the suggestion made at last year's meeting; that the Rating District makes a submission to the Council's Annual Plan process regarding cost sharing arrangements with Council for work required for cross sections. The Rating District did not follow up with this matter. M. Stewart asked if they wanted to do this for next year would it need to be followed up now. W. Moen agreed it would, he also confirmed that the Rating District is not paying any costs at the moment for cross sections or analysis of information for the cross sections. The cost to the Rating District could be in the vicinity of \$7,500.00 to \$8,000.00. M. Stewart stated there is a high spot in the middle of the river and it is moving down. W. Moen explained the process of cross sections and analysis of the information and the benefits gained. He stated this has been done twice over the years. It would be beneficial to do this again in view of the flood events over the past year. The Rating District agreed to give this matter consideration. S. Moran spoke of the benchmarks put in place for a one in 50 year, one in 100 year and one in 400 year flood event and the benefit of this information.

There was discussion regarding the resource consent across the river. It was reported that this property has changed hands. M. Stewart advised that he would keep the meeting informed regarding this resource consent.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007 and stated it had been a busy year. This left the account with a current credit balance of approximately \$42,153.61.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

S. Langridge / M. Stewart - Carried

MATTERS ARISING

There were no matters arising from the financial minutes.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He outlined the works that had been carried out during the period (\$289,240.60) and outlined a proposed allowance of \$57,840.00 maintenance expenditure for the following 2007 / 2008 year. W. Moen advised that he carried out an inspection on 24 July 2007.

W. Moen stated that he was not happy with the work undertaken by Ferguson's.

S. Langridge assisted with this work, but stated this was stressful due to poor workmanship from the contractors. W. Moen advised that two quotes obtained for projected work came in at under \$34,000.00. The successful contractor is MBD contracting Ltd. This work is due to start next week. W. Moen advised that \$20,000.00 for additional maintenance has also been allowed for in the works proposal; he advised it would be prudent to include this.

Moved: ***"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."***

M. Stewart / S. Langridge - Carried

ELECTION OF OFFICERS

Moved: ***"That the committee will comprise of all current ratepayers."***

P. Stevenson / M. Stewart - Carried

Moved: ***"That M. Stewart be re-elected as the spokesperson for the 2007 / 2008 financial year."***

R. McCarthy / A. Stewart - Carried

M. Stewart advised that later in the year a conflict of interest might develop (he is intending to purchase additional land on the south side of the Taramakau River). It was agreed that a Deputy Spokesman be appointed.

Moved: ***"That S. Langridge be appointed as Deputy Spokesman for the 2007 / 2008 financial year."***

P. Stevenson / M. Stewart - Carried

RATES 2008 / 2009

General discussion took place on future rate strikes. P. Stevenson stated that with wage increases last year and the fact that the Rating District was able to raise the extra money needed for emergency works last year, he is happy to stick to \$45,000.00 rather than the proposed \$60,000.

Moved: ***"That given the current credit balance of \$42,153.61, the works proposals of \$57,840.00, plus \$45,000 rates income (2007 / 2008), the recommended rate strike for the 2008 / 2009 financial year is \$45,000 (G.S.T. Exclusive)."***

M. Stewart / S. Langridge - Carried

Note: \$45,000 for the rate strike was agreed to by all parties on the condition all ratepayers pay if an urgent repair job comes up. W. Moen advised that the Asset Management Plan recommends \$60,000. S. Moran advised the Rating District to have a contract signed by each ratepayer to formalise the current agreement. Cr Shannahan clarified this further by stating that if a job comes up W. Moen is to speak with the Spokesperson (M. Stewart) to get the go ahead for repair work. M. Stewart stated that there are only six ratepayers in the rating district and all are affected should emergency works be required. This agreement would be reviewed every 12 months to ensure all ratepayers are still happy with the agreement. Cr Shannahan clarified that this would allow for the work to commence and the finance of the works

guaranteed for payment by all ratepayers.

Moved: *"That the current agreement to pay for emergency works as required is formalised in a contract with each land owner in the Rating District".*

M. Stewart / A. Stewart - Carried

GENERAL BUSINESS

Cr Shannahan asked the meeting if they felt the river was rising and should further cross section work be done. M. Stewart advised that the area around the hook groyne is cutting down and there is now a ridge in the river, this is in an area when there is no confined river. M. Stewart confirmed that this area is reasonably stable and has been for a few years. W. Moen advised the rating district to carry out cross section work and analysis also.

W. Moen advised cross sections would cost around \$7,000 every three years and the analysis is a one off and would cost around \$10,000. He advised that the analysis gives very good longterm information. S. Langridge is keen to investigate this further as he sees it as good information to have.

Moved: *"That a proposed analysis of the existing bank subject to price confirmation be obtained for the Rating District".*

S. Langridge / M. Dyke - Carried

S. Langridge thought that part of the bank that has been raised needs topdressing with fines.

W. Moen included this in the upcoming contract.

Possum control on the river island was also discussed.

There being no further business, the meeting closed at 2.08 pm.

**Wayne Moen
River Engineer
September 2007**

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
REDJACKS CREEK RATING DISTRICT
HELD AT NGAHERE FIRE STATION
ON 17 SEPTEMBER 2007, COMMENCING AT 4.32 PM.

PRESENT

R. Norris, M. Gibson, R. McLaughlin, K. Fowlds, S. Partridge, S. Saan

IN ATTENDANCE

West Coast Regional Council
 D. Shannahan, (Councillor)
 P. Ewen (Councillor)
 S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

C. Norris, C. Levy, J. Clayton

K. Fowlds / R. Norris - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: ***"That the minutes of the previous Annual General Meeting held on Monday 16 October 2006, be adopted as a true and correct record of that meeting."***

R. Norris / R. McLaughlin - Carried

MATTERS ARISING

W. Moen advised that he wrote to Transit NZ requesting realignment of Osborne's culvert. Transit response is that they feel it is not appropriate that they contribute. It was asked whether Transit had seen what was happening and S. Moran suggested that photos be taken and passed on by W. Moen.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$22,877.85

Moved: ***"That the financial report for the 2006 / 2007 year be adopted".***

K. Fowlds / R. Norris - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. Some top up of rock work was carried out on # 15.

It was requested that 40 tonne of rock be placed in the left bank of the creek by S. Partridge's property. W. Moen agreed to follow this up and include as part of the upcoming contract. He outlined the works that had been carried out which included

the topping up of rock at #15. during the period (\$200) and outlined a proposed allowance of \$5,000 for maintenance expenditure for the following 2007 / 2008 year.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."*

M. Gibson / R. McLaughlin - Carried

ELECTION OF OFFICERS

Moved: *"That R. Norris be re-elected as the spokesperson for the 2007 / 2008 financial year and all present make up the committee of the Rating District for this year".*

R. McLaughlin / M. Gibson - Carried

RATES 2008 / 2009

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$5,000 + G.S.T."*

R. Norris / M. Gibson - Carried

W. Moen advised the rating district that the revised Asset Management Plan currently recommends an average rate strike of \$5,300 per year.

GENERAL BUSINESS

W. Moen advised that he has taken note of the 40 tonne of rock required. R. McLaughlin reported the creek behind her property needs to be watched carefully and she would advise the Chairman of any changes.

R. Norris is to send an account in to WCRC for \$100 for diesel to cover his costs for keeping weeds down on the stopbank.

There being no further business, the meeting closed at 4.47 pm.

**Wayne Moen
River Engineer
17 September 2007**

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
NELSON CREEK RATING DISTRICT
 HELD AT THE NGAHERE FIRE STATION
 ON 17 SEPTEMBER 2007, COMMENCING AT 5.08 PM

PRESENT

G. Hill, T. Hill, T. Kendrick

IN ATTENDANCE

West Coast Regional Council
 D. Shannahan, (Councillor)
 P. Ewen (Councillor)
 S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

J. Clayton, W. Foster

G. Hill / T. Hill - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Monday 16 October 2006, be adopted as a true and correct record of that meeting."*

T. Hill / G. Hill - Carried

MATTERS ARISING

W. Moen spoke about the letters that were sent to Transit NZ and OnTrack Infrastructure requesting financial contributions towards cross section surveys. He advised that no response to date has been received. W. Moen was asked to follow up on this with Transit and OnTrack. W. Moen explained to the rating district the need to consider paying for the analysis of cross section work. The meeting agreed to consider this subject to the confirmation of costs. W. Moen will write to Transit and OnTrack about cost sharing.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$96,959.63

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

G. Hill / T. Kendrick - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007 noting that top up of the existing riprap # 40a cost \$4,240.00. W. Moen spoke of contracts that have just been let to MBD Contracting. He carried out an inspection with G. Hill on 23 July 2007.

He outlined the works that had been carried out during the period (\$4,240.00) and outlined a proposed allowance of \$39,400 for maintenance expenditure for the following 2007 / 2008 year. W. Moen reported that contract prices have gone down slightly at the moment.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."*

T. Kendrick / G. Hill - Carried

ELECTION OF OFFICERS

Moved: *"That G. Hill be re-elected as the spokesperson for the 2007 / 2008 financial year."*

T. Kendrick / T. Hill - Carried

RATES 2008 / 2009

W. Moen advised that the recommended rate strike for 2008 / 2009 financial year is \$20,000. He stated that the revised Asset Management Plan recommends \$20,000 per year based on previous years expenditure. This would set the reserves at approximately \$114,500.

W. Moen spoke of the importance of building up a fund in case the bank needed to be built up in the future. He also spoke of the importance of getting design work done to gain a better picture for the future. T. Hill stated that he agrees with an increase but would rather have 15% this year and 15 % again next year instead of 30% now.

Discussion regarding the LAPP Fund ensued. Cr Shannahan explained the function of the LAPP Fund to the meeting. He advised that this funding is only available following a major event that affects a major town area. He added that the fund is being built up again following the Manawatu floods.

S. Moran advised that once design levels are in place if there is a flood event of i.e. one in 25 or one in 50 year event that does qualify for LAPP funding then the money is available to reinstate the works to the level that was confirmed in the design work.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$17,500 + G.S.T."*

T. Kendrick / G. Hill - Carried

GENERAL BUSINESS

T. Hill stated that he is keen to have some gravel removed from the creek. Discussion took place with regard to gravel takes and the involvement of DoC with this process. T. Hill asked if the gravel in this area was any good. W. Moen stated that he doesn't think it is good quality gravel but he advised that it could be used for raising the stopbanks. S. Moran stated that due to the fact that Beynons and the Taramakau are now "locked up" contractors might be looking for other sources of gravel.

W. Moen suggested to the meeting that they consider having some analysis work carried out and new cross section work also. He advised that it would cost between \$5,000 & \$6,000 and would give a good indication of what amount the channel could carry in a flood event. He explained how this process works and advised that he would contact Transit and Tranzrail again to seek assistance with the cost of these works. W. Moen agreed to get some costings done and come back to the rating district with the figures. S. Moran advised the meeting to formalize this by having a motion recorded in the minutes.

Moved: *"That the rating district has the required analysis and cross section work done subject to confirmation of costs".*

T. Kendrick / G. Hill

There being no further business, the meeting closed at 5.43 pm.

**Wayne Moen
River Engineer
17 September 2007**

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
COAL CREEK RATING DISTRICT
HELD AT THE WEST COAST REGIONAL COUNCIL OFFICES
ON 17 SEPTEMBER 2007, COMMENCING AT 7.02 PM.

PRESENT

B. Jones, F. Riordan, O. Norton, S. McGeady, M. Riordan, D. Roberts, A. Beck,
 J. Fitzpatrick

IN ATTENDANCE

West Coast Regional Council
 P. Ewen, (Councillor), D. Shannahan (Councillor)
 S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

H. Bradley, M. Elliott, West Coast Development (Snowflake), J. Clayton
A. Beck / B. Jones - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Monday 16TH October 2006, be adopted as a true and correct record of that meeting."*

F. Riordan / B. Jones - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$120,250.91.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

A. Beck / B. Jones - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period: 1 July 2006 to 30 June 2007. He advised that he carried out an inspection on the 23rd of July 2007.

He reported that no works had been carried during this period and outlined a proposed allowance of \$50,000.00 maintenance expenditure for the following 2007 / 2008 year plus \$20,000 for maintenance of existing works. This is to place stockpiled

rock # 20 as continuous riprap #20 of 500 tonnes. This will bring the total cost to \$70,000. This area is the most vulnerable area in the rating district. F. Riordan wasn't happy with the works proposed.

A. Beck asked if MBD contracting would be doing the next tender. W. Moen explained the tender process and advised that usually the cheapest tender was given.

M. Riordan asked what type of rock is used; W. Moen advised that it would be either from Kiwi or Blackball quarry.

W. Moen demonstrated the previous works and explained where the river had come up to in previous years. The possibility of a groyne was discussed by S. McGeady. W. Moen advised that this had been discussed and rejected by ratepayers at previous meetings. B. Jones expressed his concern that the river was cutting in and the whole area is vulnerable. W. Moen advised that the option of putting in groynes would cost approximately \$120,000. S. Moran spoke of the importance of building up the rating district kitty for instances such as this. Discussion ensued with hard poles considered; W. Moen advised that a groyne is the best option. S. Moran stated that putting in groynes would safeguard the area but in the absence of this being done by the rating district then the current use of the stockpile as rip-rap is the best that can be done. B. Jones asked W. Moen how many tonnes of rock would be required for one good sized groyne. W. Moen advised around 2,500 tonnes.

It was agreed that an allowance of \$50,000.00 for maintenance expenditure for the following 2007 / 2008 year plus \$20,000 for maintenance of existing works.

Moved: ***"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented if required".***

B. Jones / M. Riordan - Carried

ELECTION OF OFFICERS

Moved: ***"That the present committee, namely:***

***O. Norton** Moved – D. Roberts / B. Jones*

***F. Riordan** Moved – B. Jones / D. Roberts*

***D. Roberts** Moved – D. Roberts / B. Jones*

***A. Beck** Moved F. Riordan / B. Jones*

***B. Jones** Moved D. Roberts / S. McGeady*

be the committee for the 2007 / 2008 financial year."

F. Riordan / B. King - Carried

Moved: ***"That B. Jones be re-elected as the spokesperson for the 2007 / 2008 financial year."***

S. McGeady / M. Riordan - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes. W. Moen spoke of the flood damage that occurred in the Taramakau Settlement Rating District in March and the cost to that rating district. W. Moen advised that meeting that the recommended rate strike is \$20,000 and that the revised Asset Management Plan recommends \$20,000 per year. W. Moen reminded the meeting that if a major blow out in the area was to occur and the rating district sought government financial assistance then this may not be successful as works have not been maintained to the recommended standard. W. Moen advised the meeting of the importance of being aware of this possibility. Cr

Ewen spoke of the importance of planning ahead financially. B. Jones asked that his opposition to the current low level of rate strike to be noted in the minutes.

Moved: *"That the rate strike for the 2008 / 2009 financial Year be stays at \$5,000 + G.S.T."*

M. Riordan / O. Norton – Carried

There was a show of hands and the votes went 5 – 3.

W. Moen advised the meeting that this is only a recommendation to WCRC and that WCRC can put up this rate strike. S. Moran reminded the rating district the they need to bear in mind that if the balance is reduced down to a point where there is insufficient funds in place for the size of the scheme and the damage that could be caused then there would be a recommendation to Council advising that this is insufficient. He spoke of the risk strategies that each rating district needs to have in place in the event of funding being requested from Government in the event of major damage incurring. S. Moran spoke of the function of the Asset Management Plan. Cr Shannahan explained the function of the LAPP fund in relation to the claim at the Taramakau Settlement. He advised that the LAPP Fund only steps in when there is a major disaster to a populated area. Cr Ewen stated that some councils have now walked away from the LAPP Fund due to the difficulty in getting funds following a disaster.

S. Moran explained the process involved if a high enough rate isn't struck and then there is a flood event. He explained how such a loan functions and used the Punakaiki Rating District as an example.

GENERAL BUSINESS

There was no general business.

There being no further business, the meeting closed at 8.16 pm.

**Wayne Moen
River Engineer
17 September 2007**

THE WEST COAST REGIONAL COUNCIL/GREY DISTRICT COUNCIL

MINUTES OF THE MEETING OF

**THE GREYMOUTH RATING DISTRICT
JOINT FLOODWALL COMMITTEE**

**HELD ON THE 18th SEPTEMBER 2007, AT THE OFFICES OF
THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH,
COMMENCING AT 10.33 A.M.**

PRESENT:

T. Kokshoorn (Chairman), J. Clayton, D. Shannahan, P. Ewen, P. Berry,

IN ATTENDANCE:

P. Pretorius (GDC Chief Executive Officer), C. Ingle (WCRC Chief Executive Officer),
W. Moen (WCRC River Engineer), S. Moran (WCRC Planning and Environmental
Manager) K. Beams (GDC Property Manager), T. Jellyman (Minutes Clerk),

APOLOGIES:

D. Truman, M. Sutherland

J. Clayton / P. Ewen - Carried

BUSINESS

T. Kokshoorn welcomed all present to this meeting. P. Pretorius pointed out that the formal name of the committee is the Joint Floodwall Committee. He clarified that GDC are a member of the rating district as floodwall owners but the West Coast Regional Council members represent the ratepayers. GDC's view is that they do not represent the view of the ratepayers as such and that their interest is only managing the floodwall. They do not agree or disagree with the rate that is to be struck. He further clarified that this is a committee set up by both councils for the floodwall.

CONFIRMATION OF MINUTES

Moved: *That the minutes of the Joint Floodwall Committee meeting
17 October 2006 as circulated, be confirmed as correct.*

J. Clayton / P. Berry - Carried

MATTERS ARISING:

There were no matters arising

PUBLIC FORUM TIME – SPEAKING RIGHTS

There was no request for public speaking rights.

FINANCIAL REPORT

W. Moen presented the financial statement for the financial period 1 July 2006 to 30 June 2007 noting that the balance is \$814,178.83. W. Moen spoke of the telemetry station that has been set up now that responsibility for the Cobden Cut has been shifted to the regional council. He explained that this is an advance flood warning system for the Cobden Lagoon.

C. Ingle explained that whoever is on call from the regional council's flood warning team receives a page to warn of an alarm. T. Kokshoorn commented that this is

good progress. T. Kokshoorn asked W. Moen if he was happy with the work in the Cut. W. Moen responded that he is happy with it. He advised that the lesson learnt when the Cut was opened recently was that it should be closed as soon as possible to avoid the sea leaving debris behind which then needs to be cleaned out.

S. Moran added that it will take a couple of events to get the process fine-tuned but a good start has been made.

Moved: ***"That the financial report for the 2006 / 2007 financial year be adopted."***

J. Clayton / D. Shannahan - Carried

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period 1 July 2006 to 30 June 2007. He advised that given the issues around the resource consent the top up works would be deferred until the major works are contracted out later this year.

Discussion ensued regarding the clearing of vegetation on the stopbanks and on Cobden Island. P. Pretorius suggested that funding for the clearance of vegetation on the island be put in place at this meeting. S. Moran advised that 80% of this area has been identified as being able to be cleared of vegetation.

He also outlined an estimated maintenance allowance of \$34,900.00 for the 2007 / 2008 financial year

Moved: ***"That the Works Report covering the 2007 / 2008 financial year be adopted and the 2008 / 2009 works proposals be approved including the vegetation clearance of Cobden Island be added into the works programme"***

P. Berry / J. Clayton - Carried

2008 / 2009 RATE STRIKE

Moved: ***"That a recommended rate strike of \$150,000 (G.S.T. Exclusive) for the 2008 / 2009 financial year be forwarded to the West Coast Regional Council for inclusion in the 2008 / 2009 Annual Plan."***

J. Clayton / D. Shannahan - Carried

PORTABLE FLOOD STRUCTURES

W. Moen provided information that was requested at last years meeting relating to portable flood structures which included water-filled bladders and sheet metal barriers. W. Moen stated that from an engineering perspective he would rather see permanent structures in place so that manpower is not required to place them.

C. Ingle reported that he attended a demonstration on the portable flood structures. He reported that they are more intended for individual shop fronts doorways rather than whole town protection.

RESOURCE CONSENT UPDATE

W. Moen provided an update on the resource consent that WCRC has applied for to allow for the future raising of the Greymouth Floodwall. There were four submissions opposed to the application. PB Davy was opposed because of the impact on vehicle access to his business. W. Moen advised that a design for the road has been put in place and Mr Davy is now in agreement.

The Historic Places Trust objected on the grounds that it would impact on archaeological and cultural resources. The District Plan identified a historic village at the bottom of Cobden Island. Agreement has now been reached.

DoC objected on the grounds of adverse effects on whitebait spawning areas. Agreement has been reached.

OnTrack made a submission on the grounds that there could be potential impact on proposed works. MWH have been engaged to design plans and to provide costings for rail infrastructure. This is the only outstanding objection. W. Moen advised that this would interfere with off street car parking planned for the heritage park.

Cr Clayton asked if some of the cost will be borne by gravel extractors rather than the rating district. Discussion ensued regarding access to gravel areas.

S. Moran advised there is no legal or paper road in place in this area. K. Beams suggested creating an access agreement for contractors extracting gravel.

Cr Clayton stated that if contractors want a more expensive access road then they should be prepared to contribute. W. Moen agreed to investigate these options further.

GENERAL BUSINESS

P. Pretorius raised the topic of the insurance of the floodwall. Stating that Ian Young advised previously that GDC insure the floodwall. P. Pretorius concern is that it is insured for an adequate sum. W. Moen explained the role of asset management plans which he uses for all other rating districts. He advised that WCRC originally did a very scant asset management plan for the floodwall but GDC retained ownership of it and therefore technically they are responsible for preparing the asset management plan. W. Moen also stated that the asset management plan needs updating. K. Beams stated that it is adequately catered for in the joint agreement between councils and that WCRC is responsible for the asset management plan. K. Beams stated that the floodwall sits on GDC's balance sheet. He stated it would benefit from sitting under one council's control.

S. Moran stated that rather than debating where the responsibilities fall under the agreement an easy way through is for WCRC to prepare an asset management plan. However it would need to be peer reviewed by GDC before they adopt it for their asset. K. Beams stated a budget needs to be put in place for this.

P. Pretorius clarified that GDC insure the floodwall but if something happens to it then WCRC repair or rebuild it. The issue remains is if the floodwall is insured for the right amount. It was agreed that W. Moen would check the insurance and he will also update the asset management plan. Peer review of this will also be arranged.

P. Berry stated that in the future the floodwall is to be raised to a 1 in 150 year flood and it is important that the rating of the floodwall stays in place to fund this.

There being no further business, the meeting closed at 11.22 a.m

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
PUNAKAIKI RATING DISTRICT
HELD AT THE DOC OFFICES, PUNAKAIKI
ON 18 SEPTEMBER 2007, COMMENCING AT 7.05 PM.

PRESENT

D. Wilkins, N. Wilkins, A. Beynon, G. Beynon, S. Griffin (Buller District Council), T. Robertson (Buller District Council), I & L. Ryder, B & K Wylie, L Totzauer, D. Thompson (Punakaiki Resort), Iftikhar Hussain (Punakaiki Resort), G & D Freeman (arrived 7.25 p.m) B. Hodge (arrived 7.35 p.m)

IN ATTENDANCE

West Coast Regional Council
J. Clayton, P. Ewen
S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

John Lightfoot, Derek Parsons, Morag Godfrey-Grant

BUSINESS

J. Clayton opened the meeting and welcomed those present to the meeting. He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Tuesday 17 October 2006, be adopted as a true and correct record of that meeting."*

S. Griffin / A. Beynon - Carried

MATTERS ARISING

W. Moen spoke of the retrospective resource consent applied for in relation to works that were constructed under an emergency situation. He advised that final sign off for this has been in the hands of the Minister of Conservation for some time now. He has refused to sign off on the resource consent, as he wants to add further conditions to it. The application was amended to include the possible raising and extension of the sea wall to include the camping ground area. S. Griffin stated that BDC does not want to spend any more money on this as it is on DoC land that council would be paying to protect. The Minister wants any future design work to be peer reviewed. Cr Clayton stated that this is an unusual situation where the Minister has sign off because it is in the coastal marine area. Cr Clayton asked S. Griffin if he has been told what is the new information required from the Minister. S. Griffin advised that no new information has been put forward.

W. Moen advised there is an old maintenance credit balance of \$14,720.96 in the maintenance account for the old BDC sacrificial bund and these funds are in the process of being transferred to the Punakaiki Rating District. They will be shown as an additional contribution in next year's financial report.

W. Moen advised that both BDC and the local Punakaiki Development Group were advised that an application period was open for the Honda Tree Fund in May / June 2007 but no application was received. It was agreed that an application would be sent to the Chairperson of the rating district.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. He advised the balance of the loan account stands at \$219.87.

Moved: *"That the financial report for the Loan Account for the 2006 / 2007 year be adopted".*

I. Ryder / D. Thompson - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. He pointed out that an inspection had been carried out on 23 July 2007 and noted in the report that no immediate works had been identified. However since the inspection W. Moen suggested that rock is placed into the small gaps in the wall is filled to avoid them opening up any further. He advised it would be prudent to do this within the next few months. W. Moen suggested that the \$14,720.96 left over from the BDC fund be used for this work. Cr Clayton asked what is the process involved should the meeting agree to these works. W. Moen confirmed that this would require about 500 tonne of small rubble / rock would be needed and that it would be put to tender to contractors experienced in placing rock. He suggested that Blackball quarry rock is the most likely rock to be used. N. Wilkins queried why Cummings rock for 8 Mile couldn't be used. G. Beynon stated that some of Cummings rock is good and some of it not so good. Discussion ensued on the quality of rock used in previous works and also the cost of transportation of rock from quarries to the site where it is required. Cr Clayton confirmed that the rock used was unproven rock and that although some of it is crumbling is it still worth protecting and topping up the seawall. Discussion regarding the cost of the sea wall took place, with speakers including I. Ryder and L. Ryder. I. Ryder stated that the sea wall benefits the whole of the coast as tourist can now walk and drive on the wall. Cr Clayton explained the rating process. He also spoke of the Local Government Rating Inquiry and suggested that perhaps DoC could come up with some funds for works.

W. Moen outlined the works that had been carried out during the period and outlined a proposed allowance of \$15,000 for maintenance expenditure for the following 2007 / 2008 year. W. Moen will investigate costings to get accurate figures then liaise with the rating district chairperson prior to going ahead with repairs.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the amended 2007 / 2008 works proposals be approved and the associated works implemented."*

G. Beynon / L. Ryder -Carried

ELECTION OF OFFICERS

Moved: *"That the committee for 2007 / 2008 consist of J. Ashby, N. Wilkins, G. Beynon, A. Beynon, I. Ryder and F. Keating. I. Ryder be elected as Chairperson for the 2007 / 2008 financial year."*

D. Wilkins / A. Beynon – Carried

A. Beynon spoke about the Honda Tree Fund. Cr Ewen raised this matter last year. S. Moran advised that there is funding available each year for planting between the road and the fences. BDC was contacted and there was also an advertisement in the Messenger for applications for funding. S. Moran stated that WCRC did not receive any applications

from the Punakaiki Rating District. S. Griffin advised that it was not appropriate for BDC to apply for this. It was agreed that S. Moran would send the application information to the Chairman of the Punakaiki Rating District.

RATES 2008 / 2009

The 2007 / 2008 rate strike covering the period 1 July to 30 June 2008 was for the loan repayments and a maintenance rate strike of \$15,000 (GST exclusive) set at the 17 October 2007 Annual General Meeting.

Discussion took place regarding rate strikes with examples of other rating districts given. Cr Clayton asked W. Moen about other rating districts that are similar in size with similar issues. W. Moen advised that Okuru although not as exposed as Punakaiki has very similar issues. S. Moran spoke of the advantages of having a fighting fund in place and getting funds up to a reasonable level as quickly as possible. Once a good sized fund is in place it can be then pegged back and then adjust the amount going in as required. This would also be a good indicator as to how much damage and maintenance is required on an annual basis. S. Moran also explained the function of the Asset Management Plan and how W. Moen works with this.

Moved: *"That the suggested rate strike to Council for the 2008 / 2009 financial Year be \$15,000 + G.S.T."*

I. Ryder / B. Wylie - Carried

GENERAL BUSINESS

Discussion took place regarding the sea wall. L. Ryder asked whose problem is the lack of a sea wall behind the motor camp. W. Moen stated that the resource consent if granted will just sit there until required. W. Moen agreed to write to the two local MP's requesting that they both view the area of concern. Cr Clayton stated that they need to be aware that DoC is sitting on the resource consent. There was discussion regarding the maintenance of the wall. S. Griffin stated that the wall has to be looked after as if the wall goes so will the road.

N. Wilkins asked what would 500 tonne of rock cost. W. Moen advised that it was likely to be between \$8,000 to \$14,000 as he is not familiar with the cost of cartage to this area.

G. Beynon asked about the loan and why is ratepayer's contribution going up. W. Moen advised that rating is based on capital value but he would follow this up with R. Mallinson (Corporate Services Manager – WCRC).

There being no further business the meeting closed at 8.14 pm.

Wayne Moen
River Engineer
18 September 2007

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
MATAINUI CREEK RATING DISTRICT
HELD AT THE WHATAROA COMMUNITY HALL
ON 19 SEPTEMBER 2007, COMMENCING AT 10.02 AM**

PRESENT

V. Northcroft, M. Komen (arrived 10.20am), B. Nolan, L. Kelly,
P. Dennehy, M. Nolan, W. Nolan.

IN ATTENDANCE

West Coast Regional Council
B. Chinn, (Councilor), D. Davidson (Councillor)
S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

M. Kennedy

BUSINESS

D. Davidson opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on 18 October 2006, be adopted as a true and correct record of that meeting."*

W. Nolan / V. Northcroft - Carried

MATTERS ARISING

W. Moen advised that G. Dennehy's requested at last year's meeting for the assessment of the cut by the bridge and for a pipe and one-way valve to be considered as part of the works programme. This is to prevent back flow from the creek into the Whataroa Hotel car park. W. Moen advised that this was installed last week by J. Arnold. W. Moen feels that this needs to be laid again as it is not deep enough. He has arranged for this to be done shortly at a cost of less than \$3,000.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$11,684.63.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

P. Dennehy / M. Nolan - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He explained that no works had been carried out in the 2006 / 2007 financial year. W. Moen outlined a proposed allowance of \$8,625.00 for maintenance expenditure for the year from 1 July 2007 to 30 June 2008. He carried out an inspection on the 25th of

July 2007 and outlined the proposed work for this period including the cleaning out of excess gravel at the Golf Club Bridge.

W. Moen spoke of the phone call he received last week from Mrs Kennedy requesting that consideration be given to doing some works below the bridge where the creek has built up. W. Moen advised that he will report back to the chairperson once he has had chance to inspect this area.

W. Moen advised that cross section work has never been carried out on the creek and that the rating district should consider having this survey work done in the future.

Discussion ensued regarding the proposed works around the Golf Club area. W. Moen advised that he is yet to put this work out to tender. P. Dennehy queried whether excess gravel could be put onto the flat land over the bridge. W. Moen advised that this is a possibility but it would impact on the cost and permission is yet to be obtained from the Golf Club prior to pricing of this work.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."*

M. Nolan / V. Northcroft - Carried

ELECTION OF OFFICERS

Moved: *"That P. Dennehy be elected as the spokesperson for the 2007 / 2008 financial year."*

M. Komen / L. Kelly - Carried

W. Moen advised that Brian Nolan the rating district chairman is sometimes difficult to get hold off. P. Dennehy advised that he is happy to put his name forward. There were no further nominations for the position of chairman of the rating district.

RATES 2008/ 2009

General discussion ensued on future rate strikes.

W. Moen pointed out that \$2,000 is adequate to carry out the existing work but he is mindful of cross section work required and the creek requiring a cleanout in future. Therefore he advised it would be prudent have a reserve of funds in the rating district account for these future projects.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$2,000 + G.S.T."*

L. Kelly / M. Nolan - Carried

GENERAL BUSINESS

M. Komen asked how much did it cost to put the culvert in behind the hotel. W. Moen advised that he hasn't received the final price yet but he expects it will cost approximately \$2,000. M. Komen expressed his concerns with works around the golf club area. W. Moen explained that the process for this work is underway.

M. Komen asked what else is planned for the next year. W. Moen explained that cross sections are being done on other rivers and creeks which council administer. This involves getting the creek surveyed to gain information on gravel movements in the river. He advised he has recommended that this rating district also consider having cross sections done. S. Moran advised that this was spoken about at last year's meeting. He spoke of 50 / 50 cost share option and the ability of Council to be able to fund a portion of this to enable more cross sections in other schemes to be done each year rather than having to prioritise each year. W. Moen offered to get a quote for

the cross section work. W. Moen explained that the creek is surveyed to determine what capacity of water the creek can hold. S. Moran advised that cross sections give an indication every three years of the build up or cutting down of the riverbed. He advised that the analysis of this information is another cost but this works out how much water the channel can hold before it over tops. He advised that the analysis would cost approximately another \$5,000. W. Moen agreed to check out how far down the Matanui scheme covers as it would be unfair for the rating district to pay for areas not included in the scheme.

There being no further business, the meeting closed at 10.35 am.

**Wayne Moen
River Engineer
19 September 2007**

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
WAITANGITAONA RATING DISTRICT
HELD AT THE WHATAROA COMMUNITY HALL
ON 19 SEPTEMBER 2007, COMMENCING AT 10.40 AM.**

PRESENT

K. Straight, G. Purcell, V. Northcroft, W. Nolan, V. Northcroft, A. Lash

IN ATTENDANCE

West Coast Regional Council

B. Chinn, (Councilor), D. Davidson (Councilor)

S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

P. Northcroft, D. Straight

V. Northcroft / K. Straight - Carried

BUSINESS

D. Davidson opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: ***"That the minutes of the previous Annual General Meeting held on
Wednesday 18th October 2006, be adopted as a true and correct
record of that meeting."***

V. Northcroft / K. Straight - Carried

MATTERS ARISING

W. Moen advised that council has requested copies of the cross sections recently surveyed by Transit on the Waitangitaona River but to date no information has been received. The Dennehy Swamp area has now been removed from the Rating District as requested at last year's AGM.

W. Moen spoke of the lease details relating to W. Nolan's lease. This has now been taken over by Straight Farms Whataroa Ltd. K. Straight advised that part of this is a new lease and another part is an existing lease. The annual fee for is now \$4,000 in total. W. Moen advised that \$6,500 is to go back to the Rating District. K. Straight confirmed that these figures are correct.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$195,815.12

Moved: ***"That the financial report for the 2006 / 2007 year be adopted".***

K. Straight / D. Nolan - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. He advised that no works were carried out in this period.

Works charge out since 30 June 2007 totaled (\$4,680.71) and outlined a proposed allowance of \$42,800 maintenance expenditure for the following 2007 / 2008 year. W. Moen spoke of the proposed works for 1 July 2007 to 30 June 2008. He advised that he carried out an inspection on 22 August 2007.

W. Moen advised that the proposed works has been tendered out to Ferguson's and that the price has dropped to what he expected. W. Nolan suggested having a stockpile of 1000 tonne of rock on hand. W. Moen stated that this is good insurance to have rock on hand. This rock is \$16.00 per tonne.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and associated works implemented."*

D. Nolan / W. Nolan - Carried

ELECTION OF OFFICERS

Moved: *"That the present committee, namely:
P. Northcroft
W. Nolan
G. Purcell
D. Bowater
K. Straight
be retained as the committee for the 2007 / 2008 financial year."*

V. Northcroft / W. Nolan - Carried

Moved: *"That W. Nolan be re-elected as the spokesperson for the 2007 / 2008 financial year."*

V. Northcroft / D. Nolan - Carried

RATES 2008 / 2009

W. Moen spoke to this report. He advised that \$200,000 in a reasonable amount to have in reserve and suggested that the same rate strike as last year be considered.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$15,000 + G.S.T."*

W. Nolan / K. Straight - Carried

GENERAL BUSINESS

A. Lash spoke of the situation regarding the Whataroa quarry, which was in the minutes of last year's AGM. He stated that he was not present at this meeting and was not involved with the rating district until the 1st of June this year. W. Moen updated the meeting with the recent events regarding the access to the Whataroa quarry and the sale of the Friend's farm. W. Moen advised that an easement has been lodged against the title to give permanent legal access into the quarry. S. Moran asked A. Lash there is a deal in place with Fergusons. A. Lash confirmed this. Compensation for the removal of rock remains an issue for A. Lash. S. Moran is following up this matter, as it is a council issue.

There being no further business, the meeting closed at 11.05 am.

**Wayne Moen
River Engineer
September 2007**

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
FRANZ JOSEF RATING DISTRICT
HELD AT THE FRANZ JOSEF COMMUNITY HALL
ON 19 SEPTEMBER 2007, COMMENCING AT 1.02 PM.

PRESENT

G. Gibb, A. Miller, W. Sullivan (DoC), K. Gibson, K. McCarthy

IN ATTENDANCE

West Coast Regional Council

B. Chinn, (Councillor), D. Davidson, (Councillor)

S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

J. Duxbury

A. Miller / K. Gibson - Carried

BUSINESS

B. Chinn opened the meeting and welcomed those present. He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Wednesday 18th October 2006, be adopted as a true and correct record of that meeting."*

G. Gibb / K. Gibson - Carried

MATTERS ARISING

W. Moen advised that Transit NZ are still unwilling to commit to doing the river cross sections as discussed at last year's AGM. He spoke of the cost share options between the three rating districts concerned and Council. S. Moran advised that W. Moen followed up on this recently and was told that the works order has been written out but the work not yet started.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$232,822.27.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

A. Miller / G. Gibb - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He outlined that no works had been carried out during the period. As a result of inspections carried out on 25 July 2007, no maintenance works were required, however it is recommended that 1,000 tonnes of rock be allowed for top up works for unforeseen maintenance at a cost of \$26,000 for the following 2007 / 2008 year.

G. Gibbs asked how far down from the existing gravel does the rock go. W. Moen stated that it would be approximately 6 metres deep.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented if required."*

K. Gibson / G. Gibbs - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes and examples were given of the benefits of having good reserves in the rating district account.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$25,000 + G.S.T."*

A. Miller / K. Gibson - Carried

ELECTION OF OFFICERS

Moved: *"That the present committee, namely:
Chris Brooks
Kevin Gibson
John Duxbury
Grant Gibbs
with the addition of
Alex Miller
be appointed as the committee for the 2007 / 2008 financial year."*

G. Gibb / A. Miller - Carried

Moved: *"That Kevin Gibson be re-elected as the spokesperson for the 2007 / 2008 financial year."*

G. Gibb / A. Miller - Carried

GENERAL BUSINESS

Cr Davidson asked how the spurs above the bridge are working out. G. Gibb stated that the whole river system has not been tested for some time now, as there have been no significant rain events. It was noted that Transit are responsible for the spurs. G. Gibbs asked if there has been any word on the bridge being replaced as it only had a five year term. S. Moran advised there has been nothing reported from the Regional Land Transport Committee but he would contact Colin Knaggs from Transit to see if there is any progress imminent. S. Moran advised that Transit were looking at upgrading suspension bridges. G. Gibb advised that this process has been started.

There being no further business, the meeting closed at 1.22 pm.

**Wayne Moen
River Engineer
19 September 2007**

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
LOWER WAIHO RATING DISTRICT
HELD AT THE FRANZ JOSEF COMMUNITY HALL
ON WEDNESDAY 19 SEPTEMBER 2007, COMMENCING AT 1.35 PM.**

PRESENT

C. Brooks, R. Richards,

IN ATTENDANCE

West Coast Regional Council

B. Chinn, (Councilor), D. Davidson (Councillor)

S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

L. Richards, D. Wright (Franz Dairies)

R. Richards / C. Brooks

BUSINESS

B. Chinn opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Wednesday 18th October 2006, be adopted as a true and correct record of that meeting."*

R. Richards / S. Moran - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current debit balance of approximately -\$ 38,420.70.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

C. Brooks / R. Richards - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. No works were carried out during this period.

W. Moen carried out an inspection on the 25th of July 2007 and identified works projected works to be carried out from 1 July 2007 to 30 June 2008.

He also recommended that an allowance of \$20,000 be made for unforeseen maintenance up to 30 June 2008. The total estimated works to 30 June 2008 is \$42,000.

W. Moen reported that rock has gone down in price. R. Richards stated the bank is looking a bit low.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented."*

R. Richards / C. Brooks - Carried

RATES 2008/ 2009

W. Moen tabled an email from David Wright (Franz Dairies) regarding flood protection work. D. Wright requested an apology be recorded for him. It was agreed that the rate strike would be dealt with prior to David Wright's email being discussed.

Moved: *"That the suggested rate strike for the 2008 / 2009 financial Year be \$50,000 + G.S.T."*

R. Richards / C. Brooks - Carried

W. Moen then read the following motion of D. Wright's. W. Moen advised that cross section work and analysis would need to be carried out first. There was discussion around whether one ratepayer could propose such works. S. Moran stated the D. Wright is entitled to put this request to the meeting but if their request is not successful then they need to look to plan B. W. Moen stated that cross section information might be available from Transit which will save approximately \$10,000. R. Richards spoke of the possibility of raising the bank by 0.5 of a metre. W. Moen advised that analysis would need to be carried out first to ascertain the correct height required for the stopbank as it may well need to be higher than 0.5. W. Moen advised that ideally the whole of the Waiho River should be done from the bridge downstream and all three rating districts could contribute a third each. S. Moran advised that it would be prudent to include the whole area, he spoke of the advantages of a three-way split between the rating districts.

W. Moen estimated that the cost of surveying the area would be approximately \$8,000 - \$10,000 this would equate to around \$3,000 to each rating district. Cr Chinn advised the rating district to look hard at this. S. Moran advised that WCRC would get the costings for this project and report back to the rating district committees.

Moved: *A. "That the Lower Waiho Scheme request the West Coast Regional Council to undertake a preliminary assessment of the flooding risk (if it is not already available) to the scheme ratepayers for various annual return interval river flow events and the flood protection work that would need to be implemented to negate these risks".*
B. "Provide a cost estimation to undertake the works as described from A. above".
C. "That the West Coast Regional Council provide a report covering items A. and B. above, to ratepayers in order that a decision on proposed flood protection works can be agreed at the Scheme meeting in 2008."

Dave Wright (Chairperson – Franz Dairies)

There was no seconder for this motion.

Moved: *"That the letter from David Wright be received and that the W. Moen report back to the rating district committee with costings".*

R. Richards – C. Brooks – Carried

ELECTION OF OFFICERS

Moved: *"That the committee be all those present, namely:
 Lorraine Richards
 Robin Richards
 Chris Brooks
 Ben Monk
 Richard Molloy
 Wendy Sullivan (DoC) for the 2007 / 2008 financial year."*

C. Brooks / R. Richards - Carried

Moved: *"That Robin Richards be re-elected as the spokesperson for the 2007 / 2008 financial year."*

C. Brooks / R. Richards - Carried

GENERAL BUSINESS

There was no general business.

There being no further business, the meeting closed at 2.04 pm.

**Wayne Moen
River Engineer
19 September 2007**

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
CANAVANS KNOB RATING DISTRICT
HELD AT THE FRANZ JOSEF COMMUNITY HALL
ON WEDNESDAY 19 SEPTEMBER 2007, COMMENCING AT 2.08 P M.**

PRESENT

R. Richards, C. Brooks, G. Tripe, A. Miller, W. Sullivan, A. Kremer

IN ATTENDANCE

West Coast Regional Council
B. Chinn, (Councillor)
S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

There were no apologies

BUSINESS

B. Chinn opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Wednesday 18th October 2006, be adopted as a true and correct record of that meeting."*

R. Richards / A. Kremer - Carried

MATTERS ARISING

W. Moen advised that cross sections and detailed analysis of the riverbed changes needs to be carried out on a regular basis. He advised that the rating district might be required to pay a third share of this.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$16,074.94

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

A. Miller / R. Richards - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

W. Moen reported that no works had been carried out during the period. As a result of inspections carried out on 25 July 2007 no immediate works were identified. However, a proposed allowance of \$6,500.00 to cover any unforeseen maintenance expenditure for the following 2007/ 2008 year is advised.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved with the addition of 400 tonnes of rock for stockpile".*

A. Miller / A. Kremer - Carried

MATTERS ARISING

W. Moen spoke of the impasse with Transit NZ over the years in not being forthcoming to do any works in this area. A. Miller asked if there has been any change with this matter. W. Moen confirmed that no progress has been made. A. Miller stated that he would be following

up on this matter. A. Kremer stated that if Transit want to shift the bank back to where it belongs then they do so at their own cost and once that is done then the rating district will start talking with them. W. Moen advised that WCRC will pay half of the cost of the cross sections.

RATES 2007 / 2008

W. Moen advised that the Revised Asset Management Plan based on previous maintenance recommends \$4,500 (GST Exclusive). R. Richards asked if this means they can put more rock in the stockpile. W. Moen advised that the stockpile area is owned by Canavans Knob and Lower Waiho rating districts. He advised that DoC have accepted that this stockpile area is okay with them but consent of the landowner may be required to put more there. W. Moen stated that rock stockpile is "money in the bank".

W. Moen advised he would get back to the three rating districts with costings for cross sections and the analysis of this survey work. S. Moran queried how much of a stockpile is currently in place. W. Moen confirmed approximately 200 tonnes there and that 500 tonnes would be ideal and that this would cost around \$9,000. W. Moen advised that there wouldn't be any more rock stockpiled on DoC land in the future.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$4,500 + G.S.T."*

A. Miller / A. Kremer - Carried

ELECTION OF OFFICERS

Moved: *"That the present committee, namely:*

Chris Brooks

Michael Nolan

Jason Carson

Richard Molloy

Sue Thomas

Lorraine Richards

Anje Kremer

Robin Richards

Alex Miller

George Tripe

Graeme Berry

be retained as the committee for the 2007 / 2008 financial year."

A. Kremer / A. Miller - Carried

Moved: *"That C. Brooks be elected as the spokesperson for the 2007 / 2008 financial year."*

A. Miller / A. Kremer - Carried

GENERAL BUSINESS

W. Moen will report back to the Spokesperson with costings for the cross sections.

There being no further business, the meeting closed at 2.26 pm.

Wayne Moen
River Engineer
19 September 2007

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
WANGANUI RATING DISTRICT
HELD AT THE HARI HARI RESTROOMS
ON 19 SEPTEMBER 2007, COMMENCING AT 7.35 PM.**

PRESENT

R. Hodgkinson, L. Molloy, M. Molloy, A. Campbell, J. Sullivan, B. McGrath, JW. Arnold,
K. Garland, J. Stewart, T. Denham, G. Robertson

IN ATTENDANCE

West Coast Regional Council
B. Chinn, (Councillor), D. Davidson (Councillor)
S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

J. Muir, C. Lucas, N. Adamson

J. Stewart / M. Molloy - Carried

BUSINESS

D. Davidson opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on
Wednesday 18th October 2006, be adopted as a true and correct
record of that meeting."*

A. Campbell / M. Molloy - Carried

MATTERS ARISING

W. Moen read the letters to the meeting that have been sent to Opus and Transit NZ regarding Harold Creek and the amount gravel traveling down the drainage system and the potential effect on neighbouring properties. W. Moen agreed to phone Opus to chase this matter up. J. Sullivan stated the rating district would spread the gravel around. Discussion ensued as to the quality of workmanship. W. Moen explained the tender process for works.

There was general discussion regarding the cost of the access road and how it was to be repaid. S. Moran reported that the rating district had advised him that they would not consider paying a lump sum payment for the road until the access agreement signed with Glenyse Black. Part of the current price for rock is to assist with payment and maintenance for the road. S. Moran stated that the rating district requested that a road be put in to gain access to the quarry. He advised it would be unfair for the general ratepayer to have to pay for the road rather than the rating district, as the quarry is predominantly used by the rating district. The current \$2.50 charge on the rock that comes out of the quarry goes toward paying the cost of the road. S. Moran confirmed that the royalty agreement has two years to run prior to it being renegotiated.

Discussion took place regarding the inclusion of the road easement surveying costs of \$7,232.11 with M. Molloy initially seeking that cost be held in abeyance until the access agreement is signed and there is some security of access. J. Stewart asked what will happen when the five years is up. S. Moran explained that what they are signing is a permanent easement and the review is on the royalty price from 1 January 2004 for a five

year term. The easement will be registered on the title once it is signed. The bridge requires certification every five years also.

Intense discussion ensued regarding the quarry and rock prices. S. Moran explained the tender process for works and advised that the quarry is there primarily to serve the rating district. S. Moran spoke of costs involved with the running of the quarry including OSH requirements, bunding, widening of the road, licence fees, resource consent, monitoring by DoC and WCRC. He advised that the cost of rock in the past should have been higher to assist with the running of the quarry. W. Moen confirmed that the Wanganui quarry is a very expensive quarry to run and has been heavily subsidised over the years. J. Arnold confirmed that this is a very difficult quarry to work in. Discussion on other site sources for rock took place.

Cr Davidson noted that running this quarry is costly and in the future other options should be looked at, he asked for direction from the meeting to take back to council on their behalf. Cr Davidson suggested looking around for other sites and getting as much rock out as possible and to stockpile it. J. Stewart asked for a summary on what has been spent on the quarry. S. Moran explained that this is ring fenced and that monies go toward licences and to DoC for the concession. J. Stewart asked for a balance sheet, S. Moran agreed to supply this but asked that they bear in mind the subsidisation by ratepayers to this quarry over the years, over the last 7 – 10 years there have been losses of \$100,000 approx. J. Arnold asked when did quarries start to stand alone. W. Moen answered only in the last couple of years.

J. Arnold asked if the quarry inspector is happy with this quarry. S. Moran advised that the quarry inspector said there is no maximum face height. J. Arnold asked for this in writing. S. Moran advised that the OSH Inspector and other quarry managers are the best people to ask about the future of this quarry. J. Arnold asked how long does the quarry licence have to run. W. Moen said he thought 12 years but he will investigate this further. W. Moen stated that it would cost around \$100,000 to make this a safe quarry. B. McGrath stated that it might be time to find a new source. Cr Davidson summarised that the balance sheet, safety report and the signed agreement from the landowner is required.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. W. Moen drew attention to the cost for an easement survey from Chris Coll Surveying of \$7,232.11. This was for the legalisation of the quarry road and was charged to the rating district. He advised that this payment was omitted from the 2005 / 2006 accounts. This leaves the account with a current up-to-date credit balance of approximately \$247,587.02.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

J. Sullivan / J. Stewart - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period: 1 July 2006 to 30 June 2007.

He outlined the works that had been carried out during the period (\$105,707.00) and as a result of an inspection carried out on 20th July 2007, outlined a proposed allowance of \$55,400.00 for maintenance expenditure for the following 2007 / 2008 year.

L. Molloy and asked that more notice be given in future for inspections. Discussion took place on proposed works with W. Moen answering questions and offering information. K. Garland asked that he attend inspections in future if his land is affected regardless if he is on the committee or not. Discussion ensued regarding future works with the prospect of the rating district carrying out their own work. W. Moen advised that he has no problem with this but he must be advised and the works must be certified upon completion. L. Molloy spoke of rock being stockpiled on spurs and the damage this can cause. He added that this causes problems when getting a digger to the area and also causes problems with inspections. W. Moen advised that a digger is the best option for shifting this and that he doesn't have a problem with this as a truck isn't required to move it – only a digger. J. Arnold confirmed that he is happy with the rock where it is as it is handy to have it close.

Moved: ***"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented."***

A. Campbell / K. Garland - Carried

RATES 2008 / 2009

W. Moen advised that the Asset Management Plan indicates an annual maintenance rating level of \$80,000. General discussion ensued on future rate strikes.

Moved: ***"That the suggested rate strike recommendation to Council for the 2008/ 2009 financial Year be \$40,000 + G.S.T."***

J. Sullivan / M. Molloy - Carried

ELECTION OF OFFICERS

L. Molloy advised that this rating district has a rotation policy in place and those that are on the current committee automatically stand down. Therefore R. Berry and L. Molloy are standing down. N. Adamson, G. Robinson was nominated for the committee.

Moved: ***"That the following members, namely:***

***N. Adamson
J. Stewart
A. Campbell
R. Hodgkinson
G. Robinson***

be elected as the committee for the 2007 / 2008 financial year."

J. Sullivan / L. Molloy - Carried

Moved: ***"That A. Campbell be elected as the spokesperson for the 2007 / 2008 financial year."***

L. Molloy / J. Sullivan - Carried

GENERAL BUSINESS

W. Moen spoke to notes from the previous meeting. Harold Creek – the go ahead has been given to get prices for the works. W. Moen advised that cross sections would be done every 3 – 4 years. Previously cross section work has been paid for the by general ratepayer, costs are to now be split between the rating district and the regional council. W. Moen explained the process in place to have the analysis of done and the information gained from this process. He estimated the costs would be around \$10,000 for both with

WCRC paying the other half. S. Moran explained how this works in relation to the asset management plan. S. Moran explained the function of the LAPP Fund in detail and how this could benefit the rating district in the event of a major flood. He explained the situation in the Manawatu following the flood events.

W. Moen spoke of the application for a resource consent for a stopbank on K. Garland's property. The rating district is considered an affected party. S. Moran confirmed that the only problem is the alignment of the stopbank. W. Moen and K. Garland agreed to discuss this after the meeting.

Cr Chinn addressed the meeting. He stated that the rating district is your rating district and that there are big decisions made at these annual meetings. He advised the rating district to have more meetings amongst themselves prior to the annual meeting. Cr Chinn spoke of the problems with the Wanganui Quarry and advised the meeting to consider finding an alternative source of rock before the next meeting. S. Moran reiterated Cr Chinn's advice. He offered to attend extra meetings at anytime should the rating district request this and to give direction where required. He asked the meeting to consider getting rock out early from the quarry. L. Molloy spoke of a lack of information at times but he also stated that this is also the responsibility of the rating district as well. He agreed that more meetings should be held during the year and that WCRC also has responsibility in this area. S. Moran stated that more contact with the chairman in between meetings would be helpful. W. Moen advised that he is only a phone call away at any time.

A possible new quarry site is on J. Stewart's property. J. Stewart advised that he is happy to show people over the area. Cr Chinn advised this would avoid the royalty fee.

J. Stewart spoke of the state the stopbank is left in when rock has been taken. He stated that the race and stopbank needs to be maintained after this. W. Moen agreed to follow this up with contractors concerned.

Cr Davidson thanked the rating district for their attendance.

There being no further business, the meeting closed at 9.30 pm.

Wayne Moen
River Engineer
19 September 2007

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
RAFT CREEK RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON THURSDAY 20 SEPTEMBER 2007, COMMENCING AT 10.05 AM.

PRESENT

S. Wright (Landcorp),

IN ATTENDANCE

West Coast Regional Council

D. Davidson, B. Chinn (Councillors)

C. Ingle, T. Jellyman, W. Moen (Staff)

APOLOGIES

A. Fowlie, P. Routhan

S. Wright / - Carried

BUSINESS

D. Davidson opened the meeting and welcomed those present.

He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Thursday 19 October 2006, be adopted as a true and correct record of that meeting."*

S. Wright / - Carried

MATTERS ARISING

S. Wright spoke of the matter of having Mr R. Monk's property included in the rating district. It was decided that the status quo would remain.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$15,924.84

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

S. Wright / - Carried

MATTERS ARISING

W. Moen advised that there was an \$8,000 rate strike this year and that now leaves around \$24,000 for a working balance.

WORKS REPORT

W. Moen presented the works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He outlined the works that had been carried out during the period (\$665.00) and outlined a proposed allowance of \$12,000 maintenance expenditure for the following 2007 / 2008 year. W. Moen advised that he met with the Chairperson and several committee members on 27 July this year to discuss proposed works.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and associated works implemented".*

S. Wright / - Carried

ELECTION OF OFFICERS

It was agreed that the election of officers would roll over for this year.

Moved: *"That S. Wright be re-elected as Spokesman for the 2007 / 2008 financial year."*

S. Wright / - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes. W. Moen advised that revised Asset Management Plan suggests a rate strike of \$7,500. S. Wright suggested that the rate strike rolls over to \$8,000 as per last year.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$8,000 + G.S.T."*

S. Wright / - Carried

GENERAL BUSINESS

W. Moen will contact the rating district and advise them that the status quo for Spokesman would roll over for this year. S. Wright advised that S. Provis, R. Burdon and A. Fowlie had inspected the creek in early August. R. Burdon had a creek blow out on his property; he has his own digger and will be reimbursed by the rating district for these works. An unusual weed has been identified in the lower reaches of the creek. Willows are in need of spraying, S. Wright agreed to work through this and arrange for the spraying.

There being no further business, the meeting closed at 10.20 am.

**Wayne Moen
River Engineer
20 September 2007**

THE WEST COAST REGIONAL COUNCIL

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MINUTES OF THE ANNUAL GENERAL MEETING OF THE
KOWHITIRANGI RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON 20 SEPTEMBER 2007, COMMENCING AT 10.22 AM.

PRESENT

N. Monk, P. Cook, J. Michell, K. Nolan, S. Keenan, B. Godfrey, G. Monk, C. Harris, A. Robinson

IN ATTENDANCE

West Coast Regional Council
B. Chinn, D. Davidson (Councillors)
C. Ingle, W. Moen, T. Jellyman (Staff)

APOLOGIES

T. Burden, M. Godfrey

G. Monk / P. Cook - Carried

BUSINESS

Cr. Davidson opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Thursday 19 October 2006, be adopted as a true and correct record of that meeting."*

G. Monk / P. Cook - Carried

MATTERS ARISING

W. Moen advised that cross sections have now been done but the analysis of this work needs to be carried out. He expects that it would cost approximately \$10,000. He stated this the analysis needs to be done every ten years. W. Moen advised that if there were a flood the LAPP fund would not pay out if the analysis hasn't been done. It was agreed that a quote would be obtained and that W. Moen would report back to the rating district prior to works being started.

P. Cook raised the issue of grazing leases from DoC, which is on riverbed ground. He is concerned that this ground becomes rateable and that DoC takes the rates. C. Ingle agreed to follow up on this and get back to the Chairman of the rating district, as he understands that WCRC gets these rates.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$70,268.78.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

P. Cook / J. Michell - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report, which covered the 12-month period; 1 July 2006 to 30 June 2007 and advised that no works were carried out during the reporting period.

An inspection was carried out on the 27th of July, no works were identified but a proposed allowance of \$10,000 for unforeseen maintenance expenditure for the following 2007 / 2008 year is recommended.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented."*

C. Harris / N. Monk - Carried

ELECTION OF OFFICERS

Moved: *"That the committee consist of the following: -*

S. Keenan

C. Harris

P. Cook

T. Taft

K. Nolan

A. Godfrey

be retained as the committee for the 2007 / 2008 financial year."

N. Monk / A. Robinson - Carried

Moved: *"That S. Keenan be re-elected as the spokesperson for the 2007 / 2008 financial year."*

N. Monk / A. Robinson - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes. W. Moen advised that the revised Asset Management Plan recommends a rate strike of \$12,000.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$10,000 + G.S.T."*

A. Keenan / K. Nolan - Carried

GENERAL BUSINESS

There was no general business.

There being no further business, the meeting closed at 10.59 am.

Wayne Moen
River Engineer
20 September 2007

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
VINE CREEK RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON 20 SEPTEMBER 2007, COMMENCING AT 11.03 AM.

PRESENT

B. Godfrey, N. Monk, B. Godfrey, J. Michell, P. Cook, W. Diedrichs, D. Robinson, G. Monk

IN ATTENDANCE

West Coast Regional Council
D. Davidson, B. Chinn (Councillors)
C. Ingle, W. Moen, T. Jellyman (Staff)

APOLOGIES

B. Patterson

B. Godfrey / N. Monk - Carried

BUSINESS

D. Davidson opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Thursday 19 October 2006, be adopted as a true and correct record of that meeting."*

P. Cook / N. Monk - Carried

MATTERS ARISING

W. Moen advised that the surveying of cross sections has been carried out. The next step would be to have this information analysed so planning for future works can be determined. W. Moen advised that the average cost for the analysis is around \$10,000 and he recommended that this be done. There is also concern regarding growth on top of the stopbank. W. Moen has concerns with the grazing of stock on the top of the stopbanks and those farmers on both sides of the creek need to be told that this is not acceptable. N. Monk advised that he had a phone call from Barry Paterson regarding this; N. Monk advised Barry Paterson that the problem is standing of stock on this area and not grazing. C. Ingle drew attention to Council's new policy on stock crossings, but that policy is there to protect against effects on water quality. Council also has concerns with stock standing on stop banks as this could weaken these structures. N. Monk added that low level grazing of stop banks is acceptable as it keeps them clear of weeds but he did not want to see stand off pads on these stopbanks. Cr Davidson advised that flexibility is important but major structural damage needs to be avoided. P. Cook advised that stand offs are only used for three months of the year.

W. Diedrichs explained his grazing practice and asked if there was a policy for stand off areas on the other side of the road. W. Moen advised that his concern was for the stop bank. Cr Davidson asked W. Moen if the resource consent covered the upper area, W. Moen confirmed that it does.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$77,358.38

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

N. Monk / J. Michell - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He outlined that no works had been carried out during the period. An inspection was carried out on the 27th of July and again on the 24th of August.

A proposed allowance of \$66,350.00 for maintenance expenditure for the following 2007 / 2008 year.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and any associated works be implemented."*

G. Monk / N. Monk - Carried

ELECTION OF OFFICERS

Moved: *"That the present committee, namely:
J. Michell
G. Monk
B. Godfrey
T. Burden
N. Monk
be retained as the committee for the 2007 / 2008 financial year."*

D. Robertson / N. Monk - Carried

Moved: *"That J. Michell be re-elected as the spokesperson for the 2007 / 2008 financial year."*

D. Robertson / N. Monk - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes. P. Cook asked if this figure was obtained before or after the quote for future works was obtained. W. Moen confirmed that it was obtained before the quote was received but this is still adequate and he suggested that it stay at \$45,000 for this year.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$45,000 + GST."*

N. Monk / P. Cook - Carried

GENERAL BUSINESS

W. Diedrichs voiced his concern with the dumping of rubbish on the top of the bank. W. Moen agreed to follow up this matter. W. Diedrichs requested the something is done to tidy the area landward of the bank for 100m or so up from the road. The area downstream of the road looks tidy but upstream it needs work. W. Moen agreed to inspect the area with the committee when a digger is on site.

W. Moen tabled a letter from W. Diedrichs wanting to know what the situation was when the Vine Creek Rating District was started. He would like to know where the spoil is to go and if a variation to the resource consent is required. W. Moen agreed to follow up on this matter.

There being no further business, the meeting closed at 11.35 pm.

**Wayne Moen
River Engineer
September 2007**

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
SOUTHSIDE HOKITIKA RATING DISTRICT
 HELD AT THE WESTLAND DISTRICT COUNCIL ROOMS
 ON 20 SEPTEMBER 2007, COMMENCING AT 7.40 PM.

PRESENT

P. Oliver, N. Gallop, H. Hamilton, R. Bostwick, M. Montagu, RG. Montagu, S. Gordon, S. McCallum

IN ATTENDANCE

West Coast Regional Council
 B. Chinn (Councillor)
 S. Moran, W. Moen, T. Jellyman (Staff)

APOLOGIES

B & D. Bostwick, Cr D. Davidson

N. Gallop / H. Hamilton - Carried

BUSINESS

B. Chinn opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Thursday 19 October 2006, be adopted as a true and correct record of that meeting."*

N. Gallop / H. Hamilton - Carried

MATTERS ARISING

W. Moen updated the meeting on the matter of exposed bridge piles in the Hokitika River. C. Ingle from WCRC has written to LINZ, OnTrack and Transit regarding this matter. LINZ has advised that responsibility for the removal of the piles is with OnTrack. Council will advise the Rating District Chair when final discussions and conclusive. W. Moen spoke to the Telecom service agent who advised that most had been covered by sand build up. N. Gallop advised that one is still exposed. H. Hamilton advised that none of these have been covered with sand. S. Moran advised that it seems as though it is OnTrack who should be doing something about this matter. S. Moran stated that there was no condition on the consent requiring the removal of the piles if it was pre 1991 and the Resource Management Act. S. Gordon advised that the bridge was opened in 1991. W. Moen agreed to inspect this area at low tide and GPS the area of concern. S. Gordon stated that this issue should not be in the minutes as it is not a rating district issue.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$5,043.93.

Moved: *"That the financial report for the 2006/ 2007 year be adopted".*

S. Gordon / S. McCallum - Carried

MATTERS ARISING

P. Oliver asked what staff time was spent on. W. Moen advised this was for time to attend meetings, annual inspection and preparing reports.

WORKS REPORT

There were no works carried out during the 2006 / 2007 financial year. An inspection was carried out on the 26th of July this year. H. Hamilton reported that there was slumping on the top of a spur. W. Moen advised that 300 tonne of rock is required to top up the top spur. It is estimated this would cost around \$8,400 also an allowance of \$2,000 for possible maintenance work.

S. Gordon asked if there is a minimum tonnage for the stockpile, W. Moen advised that it is important to have rock on hand in case of an emergency, he advised to have a minimum of 4-500 tonne on hand at all times. S. Moran advised that WCRC promote this advice to all rating district schemes.

H. Hamilton asked if the works required are put out to tender. W. Moen confirmed this. S. Moran confirmed that all works are in consultation with the Chairman of the Rating District. W. Moen spoke of the importance of having money in reserve and recommended the meeting to always consider this factor. Extensive discussion regarding the \$2,000 for possible maintenance expenditure took place with both W. Moen and S. Moran offering advice on future works and the importance of having funds in place. S. Moran ensured that the meeting fully understood what they were agreeing to.

Moved: *"That the Rating District accepts the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented."*

H. Hamilton / S. Gordon - Carried

ELECTION OF OFFICERS

Moved: *"That H. Hamilton be re-elected as the spokesperson for the 2007 / 2008 financial year and that all members of the Rating District be members of the Committee."*

N. Gallop / P. Oliver - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes. W. Moen drew attention to the revised Asset Management Plan recommendation of an average of \$10,000 rate strike per year.

S. Moran clarified that all works are exclusive of GST.

W. Moen reminded the rating district that whatever rate or nil rate the rating district recommends to Council that this is only a recommendation and Council can adjust this if it is felt it is not high enough or suitable. H. Hamilton calculated that the rating district would be \$800 in the red if a rate were not struck. R. Montagu spoke of land values and in the increase of land prices since works have been implemented. There was general discussion around the topic of land values and the rating scheme in general.

Moved: *"That the recommended rate strike for the 2008 / 2009 financial Year be \$5,000.00 (GST Exclusive)."*

S. Gordon / S. McCallum - Carried

GENERAL BUSINESS

H. Hamilton asked W. Moen when the works would be carried out. W. Moen thought they would be complete by the end of October.

There being no further business, the meeting closed at 8.30 PM.

**Wayne Moen
River Engineer
20 September 2007**

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
OKURU RATING DISTRICT**

HELD AT THE OKURU HALL

ON WEDNESDAY 24 SEPTEMBER 2007, COMMENCING AT 1.05 PM

PRESENT

D. Gordon, A. Gordon, C. Hahn, G. Anderson, D. Beynon, A. Anderson,

IN ATTENDANCE

West Coast Regional Council

D. Shannahan, (Councillor), B. Chinn (Councillor)

C. Ingle, W. Moen, T. Jellyman (Staff)

APOLOGIES

R. Snowdon, C. Eden, J. Clayton, D. Davidson

D. Beynon / C. Hahn - Carried

BUSINESS

D. Shannahan opened the meeting and welcomed those present.

He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Wednesday 25th October 2006, be adopted as a true and correct record of that meeting."*

G. Anderson / D. Beynon - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$18,053.35.

W. Moen spoke to the report regarding the loan account noting that \$612.69 is now in the maintenance account.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

G. Anderson / A. Gordon - Carried

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period: 1 July 2006 to 30 June 2007.

He outlined that no works had been carried out during the period and outlined a proposed allowance of \$10,000 (G.S.T. Exclusive) maintenance expenditure for the following 2007 / 2008 year.

W. Moen carried out an inspection on the 6th of June 2007 and advised that no damage to existing works has occurred and at this stage no work is required. Some weed spraying is required that will cost approximately \$1000 - \$1500, W. Moen suggested that Harry Spiers be considered to carry out this work next time he is in the area. G. Anderson agreed to show the contractor the area in question.

D. Beynon expressed his concern at the poor workmanship carried out by JJ Nolan and requested that W. Moen supervise works. D. Gordon queried if an engineers report was given to the contractor. W. Moen confirmed that it was.

Discussion ensued regarding the LAPP fund and access to this. Cr Shannahan explained the function of the LAPP fund. C. Ingle gave the example of how the Karamea area accessed this fund following a significant flood event.

Discussion took place regarding four-wheel drive access to the river via the wall. W. Moen advised that if there is damage to rock or slumping then driving on the wall should be stopped. D. Gordon asked if the road alongside the wall is owned by the council. W. Moen stated that this is a council asset and that the land that the seawall sits on is to be vested in the regional council for river protections works. G. Anderson said that the reason rock has been placed on the wall is to prevent it becoming a racetrack and that it is not a public road as ratepayers own the wall.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved."*

G. Anderson / C. Hahn - Carried

RATES 2008 / 2009

General discussion ensued on future rate strikes.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$9,000 + G.S.T."*

/ - Carried

ELECTION OF OFFICERS

Moved: *"That B. Cannell be removed and replaced by A. Gordon and that the committee now consists of:*

G. Anderson

D. Beynon

A. Gordon

C. Anderson

S. Johnston

be retained as the committee for the 2007 / 2008 financial

year."

G. Anderson / C. Hahn - Carried

Moved: *"That G. Anderson be re-elected as the spokesperson for the 2007 / 2008 financial year."*

D. Gordon / C. Hahn - Carried

GENERAL BUSINESS

C. Ingle spoke to a letter that R. Mallinson (Corporate Services Manager) has sent a letter to R. Snowdon of Kahu Properties explaining the reporting processes for financial statements that are audited by Audit New Zealand. R. Mallinson asked for the feeling of the meeting to be surveyed to ensure that they are happy with the level of reporting. A. Gordon asked what other regions do. C. Ingle advised that they use the same system as WCRC and that WCRC administers 22 rating districts and they are happy with the current system.

W. Moen advised that he is meeting with some new contractors next week to discuss a subdivision in the Okuru area.

C. Hahn asked what is happening with R. Snowdon's land. A. Gordon made some suggestions on how to manage this.

D. Gordon asked if the old fence is going to be removed as she has concerns regarding stock and whitebaiters access to this area. She asked that they be notified prior to works commencing, as they need to move stock from this area.

W. Moen advised that the consent has gone through for the stopbank and that the rating district has five years to construct the stopbank. C. Ingle asked if this has been signed off by the Minister of Conservation, W. Moen will follow up on this matter.

Discussion ensued with G. Anderson stating that he is concerned with access to the new private wall and that tourists and buses may want to use the wall and that it is not public property. W. Moen advised that the river esplanade road is for river protection purposes. D. Beynon aired his concerns with tourists in the area and the lack of toilet facilities and general concerns regarding waste and hygiene. A. Gordon spoke of a lack of rubbish bins in the area.

There being no further business, the meeting closed at 1.56 pm.

Wayne Moen
River Engineer
24 September 2007

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
12 MILE RATING DISTRICT
HELD AT THE WEST COAST REGIONAL COUNCIL OFFICES
ON 24 SEPTEMBER 2007, COMMENCING AT 7.30 PM.

PRESENT

P. Caffyn, G. Clements.

IN ATTENDANCE

West Coast Regional Council

P. Ewen, (Councillor), D. Davidson (Councillor)

C. Ingle, W. Moen, T Jellyman (Staff)

APOLOGIES

There were no apologies.

BUSINESS

Cr. Ewen opened the meeting and welcomed those present
 He introduced himself and the Council staff.

BACKGROUND INFORMATION

P. Caffyn provided some background information as to how the rating district first was established. The coastal protection works were completed and paid for by landowners prior to the rating district being established. The rating district inspections are only to advise if and when maintenance is needed.

MATTERS ARISING

W. Moen advised that the Asset Management Plan has not been done. C. Ingle advised that as the asset is not Council owned an asset management plan is not essential.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007.

This left the account with a current credit balance of approximately \$429.90.

Moved: ***"That the Financial report for the 2006 / 2007 financial year be adopted"***

G. Clements / P. Caffyn – Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen reported that an inspection was carried out on the 23rd of July 2007 and no works were identified.

Moved: ***"That the Works Report covering the 2006 / 2007 financial year be adopted."***

P. Caffyn / G. Clements – Carried

ELECTION OF OFFICERS

Moved: *"That the committee will comprise of all current ratepayers"*
G. Clements / P. Caffyn – Carried

Moved: *"That P. Caffyn be elected as the spokesperson for the 2007 / 2008 financial year."*
P. Caffyn / G. Clements – Carried

RATES 2008 / 2009

G. Clements suggested that the status quo remain and review again next year. W. Moen advised that as the rating district has been held in abeyance for many years and that any remedial work has been carried out by the individual affected landowner as required but that a small rate covering annual inspection and administration costs should be charged.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$300 + G.S.T."*
P. Caffyn / G. Clements – Carried

GENERAL BUSINESS

G. Clements stated that the freehold process has taken six years to date. C. Ingle suggested that next year a meeting may not be essential. It was agreed that a letter will be sent out next year and the rating district will advise if a meeting is not required.

There being no further business, the meeting closed at 7.46 pm.

Wayne Moen
River Engineer
24 September 2007

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE
KONGAHU RATING DISTRICT
HELD AT THE LITTLE WANGANUI HOTEL
ON 25 SEPTEMBER 2007, COMMENCING AT 1.06 PM.

PRESENT

B. Jones, G. Volckman, L. Kees, R. Hedgman. B. Meek

IN ATTENDANCE

West Coast Regional Council

J. Clayton, (Councillor)

C. Ingle, (CEO)

W. Moen (Staff)

T. Jellyman (Staff)

APOLOGIES

R. Scarlett

G. Volckman / L. Kees - Carried

BUSINESS

J. Clayton opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on Thursday 26th October 2006, be adopted as a true and correct record of that meeting."*

L. Kees / G. Volckman - Carried

MATTERS ARISING

Kathleen Gavigan and Clive Hellier were in attendance last year.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with an up-to-date credit balance of approximately \$45,129.71. L. Kees spoke of the rate strike and stated he would like to keep the rates the same and still have the some works done. W. Moen advised the meeting to have a "fighting fund" in place.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

B. Jones / G. Volckman - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. He advised that following discussion with the Chairperson no works requirements have been identified. \$8,500 is to be allowed for maintenance of existing works and includes spraying.

G. Volckman stated that a good result was obtained following recent spraying. B. Jones stated that willows need to be removed from Granite Creek. W. Moen advised that resource consent is in place for this area, he agreed to check what is in place and report

back to the Chairperson. W. Moen advised there is a consent in place for the estuary. G. Volckman stated it would cost approximately \$50,000 to tidy up the whole area including the swamp. Cr Clayton advised the meeting to consider carrying out a major clean up as a one-off.

W. Moen asked the meeting if they would like spraying done earlier this year. The meeting agreed that December – January is ideal. G. Volckman advised that the rating district is prepared to pay for spraying if it is not suitable to tie it in with other jobs.

B. Jones advised that he now has a floodgate in place which he had to pay for. W. Moen advised Mr. Jones to send an account in for the works he carried out.

R. Hedgman asked for a vote of thanks to those who assisted with keeping this area clear.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted, the 2007 / 2008 works proposals be approved and the projected works implemented."*

L. Kees / G. Volckman - Carried

RATES 2008 / 2009

B. Jones stated that he sees no point in growing the fund. L. Kees stated that the rate strike is left for this year and looked at again next year. W. Moen advised that the revised Asset Management Plan recommends \$7,600.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$7,600 + G.S.T."*

L. Kees / R. Hedgman - Carried

ELECTION OF OFFICERS

Moved: *"That G. Volckman be re-elected as the spokesperson and that the committee comprise of all ratepayers for the 2007 / 2008 financial year."*

B. Jones / Kees - Carried

GENERAL BUSINESS

Discussion took place regarding what is required when getting rid of old logs when humping and hollowing. R. Hedgman stated that contractors need to be made aware of requirements when carrying out works. It was agreed that W. Moen would write to all members of the rating district advising them to either burn or bury logs when carrying out humping and hollowing.

C. Ingle asked the meeting if they were receptive to the idea of changing the meeting time for next year's meeting to earlier in the day. The meeting agreed with this.

Cr Clayton thanked the rating district for their support and co-operation Council has received over the years. He advised that this is his last meeting of his term on Council.

G. Volckman thanked Cr Clayton for his support and attendance at meetings over the years and spoke of his sound understanding and help with issues over the years.

There being no further business, the meeting closed at 2 pm.

**Wayne Moen
River Engineer
25 September 2007**

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
KARAMEA RATING DISTRICT
HELD AT THE KARAMEA AREA SCHOOL LIBRARY
ON 25 SEPTEMBER 2007, COMMENCING AT 7.05 PM.**

PRESENT

K. Storer, S. Smaill, D. Webster, B. Langford, M. Macbeth, D. Simkin, G. Maw,
P. Moynihan (arrived 7.37pm)

IN ATTENDANCE

West Coast Regional Council
J. Clayton (Councillor)
C.Ingle (CEO)
W. Moen, T. Jellyman (Staff)

APOLOGIES

R. Scarlett, D. Storer, J. Colville

K. Storer / D. Simkin - Carried

BUSINESS

J. Clayton opened the meeting and welcomed those present.
He introduced himself and the Council staff.

Moved: ***"That the minutes of the previous Annual General Meeting held on
Thursday 26 October 2006, be adopted as a true and correct
record of that meeting."***

D. Simkin / B. Jones - Carried

MATTERS ARISING

W. Moen spoke of the damage stock had been causing to the stopbanks. He advised most areas of concern have now been addressed.

W. Moen spoke of the inspection he and the Chairperson carried out on the 30th of July 2007 and the possible realignment of the stopbank at the rear of The Last Resort. This is to be considered in future deliberations.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current up-to-date credit balance of approximately \$217,246.17.

Moved: ***"That the financial report for the 2006 / 2007 year be adopted".***

D. Simkin / B. Langford - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007.

He advised that a total of \$13,613.50 was spent during the reporting period. Following an inspection on the 30th of July 2007, W. Moen outlined a proposed allowance of \$54,200 for proposed works and \$10,000 for maintenance expenditure for the remaining 2007 / 2008 year.

Moved: *"That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and associated works implemented of up to \$20,000 for survey work."*

D. Simkin / B. Langford - Carried

MATTERS ARISING

W. Moen advised that extensive work is required in the Little Wanganui subdivision area. W. Moen is to attempt to get funds from Buller District Council for sewerage outlet works as these are their responsibility and they are previously paid for works in this area. W. Moen advised that six new spurs are required. He stated that the rating district pays for maintenance works of existing spurs only and not capital works.

K. Storer stated that the area behind the school and almost to The Last Resort is in need of remedial works. Cr Clayton queried if the \$10,000 for remedial works should be \$20,000. K. Storer stated that maintenance hasn't been carried out for years. S. Smail said it is important to keep on top of maintenance. Cr Clayton suggested an overall survey of the whole scheme might be appropriate. K. Storer suggested that all groynes should be GPS'd. K. Storer asked when cross section surveys are due. C. Ingle advised that the recent report only went up to the bridge and that the NIWA consultant recommended more investigation on design and survey work should be considered. Discussion ensued regarding the ownership of land by The Last Resort, W. Moen agreed to measure the land in question. Cr Clayton asked the rating district if they wanted to spend money on another report, K. Storer stated he would rather spend money on works. Discussion took place regarding the flood warning system. C. Ingle confirmed that there is a good flood warning system in place on the Karamea River. K. Storer confirmed that the culverts on Quillan Road are floodgated. Cr Clayton suggested using some of the fund to "beef things up", W. Moen suggested raising the stop bank and leaving the top end open but more information is required on the top end. M. Macbeth asked if 20-year flood protection is enough. W. Moen advised that 50-year would be better. C. Ingle spoke of investigation work that could be done and that a case study may be able to be funded from external funding, but survey work of the whole valley needs to be considered and that would need to be funded by the rating district.

B. Langford asked how much would this cost, W. Moen advised approximately \$20,000. Aerial surveying of the local topography was discussed. C. Ingle outlined the benefits and spoke of the accuracy of information gathered.

RATES 2008 / 2009

General discussion ensued on future rate strikes. The topic of a "rates holiday" was discussed as some members of the rating district stated that they don't have protection works on their properties. C. Ingle explained that everyone benefits from paying rates, as the purpose of rates is to protect the town not just individual property.

W. Moen advised that the Asset Management Plan recommends \$30,000 rate strike.

Moved: *"That the suggested rate strike recommendation to Council for the 2008 / 2009 financial Year be \$19,000 + G.S.T."*

G. Maw / K. Storer - Carried

ELECTION OF OFFICERS

K. Storer advised that he is not seeking re-election as spokesperson and would be standing down from the committee.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL GENERAL MEETING OF THE
KANIERE RATING DISTRICT
HELD OUTSIDE THE KANIERE TAVERN
ON 26 SEPTEMBER 2007, COMMENCING AT 7.05 PM.

PRESENT

G. Provis, G. Linklater, P. McLaughlin, J. Jones,

IN ATTENDANCE

West Coast Regional Council
 B. Chinn, (Councillor)
 C. Ingle, T. Jellyman, W. Moen (Staff)

APOLOGIES

D. Davidson, (Councillor – arrived 7.08 pm)

G. Provis / P. McLaughlin - Carried

BUSINESS

C. Ingle opened the meeting and welcomed those present.
 He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual General Meeting held on 24th October 2006, be adopted as a true and correct record of that meeting."*

G. Provis / P. McLaughlin - Carried

MATTERS ARISING

An aerial photograph of the Kaniere River was requested at last year's meeting. W. Moen agreed to send this though next week to the four attendees.

W. Moen sent letters last year to the three affected landowners requesting longterm access agreements. The signed access agreements are still awaited. W. Moen advised that he wrote to the Westland District Council on behalf of the Kaniere Rating District opposing the closure of the road (unformed St. Albans Street).

G. Provis stated that the gravel extractor working in the river has been stockpiling at the edge of the river, this is in a good position. This is better than being stockpiled in the middle of the river.

FINANCIAL MINUTES

W. Moen presented the financial statements for the financial period ending 30 June 2007. This left the account with a current credit balance of approximately \$38,378.72.

Moved: *"That the financial report for the 2006 / 2007 year be adopted".*

J. Jones / G. Provis - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period; 1 July 2006 to 30 June 2007. An inspection was carried out on the 27th of July 2007 and no works were identified.

He outlined that no works had been carried out during the period and outlined a proposed allowance of \$3,000.00 maintenance expenditure for the following 2007 / 2008 year.

Moved: *That the Works Report covering the 2006 / 2007 financial year be adopted and the 2007 / 2008 works proposals be approved and the associated works implemented.*

P. McLaughlin / G. Provis - Carried

Note: The revised Asset Management Plan based on previous maintenance recommends \$5,000 (G.S.T. Exclusive).

RATES 2008 / 2009

General discussion ensued on future rate strikes. W. Moen advised that \$5,000.00 would be the recommended rate strike. Members of the Rating District decided that they would settle for \$3,000.00 this year. W. Moen stated that they would need to be prepared to "dig deep" if there is an erosion problem. G. Linklater advised that he would be happy to go with the \$5,000.00 rate strike and encouraged the meeting to build up the fund.

G. Provis stated that the Rating District needs an action plan if the river does move.

He added that they would not see G. Linklater's property be unprotected if future works are required. G. Linklater reported that he has contacted the Mawhera Corporation regarding his concerns for his property protection. He also stated that all 36 ratepayers would need to pay up for emergency works repairs.

G. Linklater said he would go with the \$3,000.00 rate strike if a letter was sent to ratepayers advising them of the cost to each of them if there was \$100,000.00, \$200,00.00 or \$3000.00 of work needed following a major event.

Moved: *"That given the credit balance of \$38,378.72 + \$3,000 (2007 / 2008 rate strike) + approx \$2,500 interest less a potential \$3,000 maintenance, the suggested rate strike to Council for the 2008 / 2009 financial year be set at \$3,000 + G.S.T.*

G. Provis / P. McLaughlin - Carried

ELECTION OF OFFICERS

Moved: *"That G. Linklater be elected as the spokesperson for the 2007 / 2008 financial year."*

G. Provis / P. McLaughlin - Carried

GENERAL BUSINESS

P. McLaughlin asked W. Moen how much extra costs would be required if an emergency situation developed in the future. W. Moen advised that if it was a rock wall approximately \$100,000.00 - \$150,000.00. The Rating District asked that W. Moen calculate what amount this would equate to for each ratepayer. G. Provis asked that

these be for \$100,000.00, \$200,000.00 and \$300,000.00 worth of works should there be an emergency in the area.

J. Jones spoke of his concern with the riverbed being used as a "racetrack" with cars racing up and down it. C. Ingle advised that it is not a role of the Regional Council to police this activity. G. Provis stated that the local police deal with this as required.

G. Provis stated he is pleased with the gravel being taken from the middle of the river.

G. Linklater said this would result in the island in the middle being removed, which will be a good result.

C. Ingle explained that this year's annual meeting was brought forward due to the upcoming local body elections. He advised that they would go back to the normal time of mid to late October next year.

There being no further business, the meeting closed at 7.34 pm.

Wayne Moen
River Engineer
September 2007

Prepared for: Council Meeting – November 2007
 Prepared by: Andrew Macalister
 Date: 31 October 2007

Subject: **VECTOR PROGRAMME MANAGER'S REPORT**

1.0 Contracts awarded

The following vector contracts have been awarded this report period.

Control

Nil

Monitoring

Contract Name	Number	Successful Tenderer	Range of Tenders
Inangahua	101	H & M Monitoring	\$22,820 - \$32,100
Kaiata Bk 2	123a	Enviro First	\$6,944 - \$9,600
Taramakau/Inchbonnie Bk 2	126	H & M Monitoring	\$15,820 - \$26,400
Taipo	113	Enviro First	\$13,048 - \$25,400
Arahura	130	Holden Contracting	\$18,775 - \$26,400

2.0 Operations completed

The following Vector Control results have been confirmed this report period.

OPERATION	BLOCK	CONTRACTOR	DB RTC	DB	BP RTC	BP F RTC	F	NOTES
Arnold Valley	Block 1	Pelton Contracting	%0.0000	0	%0.2222	1	%0.0000	0 Pass
Arnold Valley	Block 4	Pelton Contracting	%0.4444	2	%0.0000	0	%0.0000	0 Pass
Blacks Point	Block 1	Leith Contractors Ltd.	%0.0000	0	%0.0000	0	%0.0000	0 Pass
Buller South	Block 1	Leith Contractors Ltd.	%1.1866	4	%0.0000	0	%0.0000	0 Bush fail
Buller South	Block 4	Leith Contractors Ltd.	%0.0000	0	%0.0000	0	%0.9524	1 Pass
Hokitika South	Block 2	Hunta Services Ltd.	%0.2222	1	%0.2119	1	%0.0000	0 Pass
Inchbonnie	Block 1	Regional Services	%0.0000	0	%0.0000	0	%0.0000	0 Pass
Kowhitirangi	Block 1	John Hughes	%0.4843	1	%0.2222	1	%0.0000	0 Pass
Marsden	Block 4	Hunta Services Ltd.	%0.2564	1	%0.6667	1	%0.0000	0 Pass
Rotomanu	Block 2	Regional Services	%0.0000	0	%0.0000	0	%0.3333	1 Pass
Rotomanu	Block 1	Regional Services	%0.0000	0	%0.0000	0	%0.0000	0 Pass

DB = Deep Bush habitat strata

BP = Bush Pasture habitat strata

F = Farmland habitat strata

3.0 General

- i. Excellent progress continues on the 2007-08 programme. As at 31 October, 41% of the programme had been invoiced to the Animal Health Board. There have only been two performance failures to date.
- ii. With the 2006-07 programme fully completed, an overall pass rate of 90% was achieved by contractors, out of a total of 250 performance monitors.

RECOMMENDATION

That this report be received.

Andrew Macalister
 Vector Programme Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
 Prepared by: Robert Mallinson – Corporate Services Manager
 Date: 5 November 2007
 Subject: **CORPORATE SERVICES MANAGER'S MONTHLY REPORT**

1. Financial Report to 30 September 2007

FOR THE THREE MONTHS TO 30 SEPTEMBER 2007	ACTUAL	YEAR TO DATE BUDGET	ACTUAL % ANNUAL BUDGET	ANNUAL BUDGET
REVENUES				
General Rates	458,004	458,750	25%	1,835,000
Penalties	22,119	20,000	28%	80,000
Investment Income	271,237	275,000	25%	1,100,000
Regulatory	189,459	252,125	22%	851,000
Planning Processes	53,478	37,765	35%	151,058
Environmental Monitoring	4,444	0	0%	0
Emergency Management	18,947	11,132	43%	44,527
River, Drainage, Coastal Protection	211,525	203,101	26%	812,405
AHB Programme	2,526,130	2,300,000	27%	9,200,000
Vector Mgmt	275,000	275,000	25%	1,100,000
Regional % Share Controls	141,725	140,813	25%	563,250
VCS Business Unit	276,468	208,000	33%	832,000
	4,448,536	4,181,685	27%	16,569,240
EXPENDITURE				
Representation	72,021	74,840	24%	299,360
Regulatory Activities	359,036	386,924	23%	1,547,697
Planning Processes	133,537	155,417	21%	621,669
Environmental Monitoring	128,000	174,544	18%	698,177
Emergency Management	58,946	34,610	43%	138,440
River, Drainage, Coastal Protection	110,678	437,109	6%	1,748,436
AHB Programme	2,525,479	2,300,000	27%	9,200,000
Vector Mgmt	289,281	241,861	30%	967,443
Regional % Share Controls	296,946	214,105	35%	856,419
VCS Business Unit	180,089	183,219	25%	732,877
Portfolio Management	-889	0		0
Legal costs Glenharrow Holding Ltd Claim	10,000	0		0
	4,163,124	4,202,630	25%	16,810,518
SURPLUS / (DEFICIT)	285,412	-20,945		-241,278
Transfer Rating District Interest	-39,640			
Prior Year Adjustment	0			
To Transfer to Balance Sheet	245,772			

BREAKDOWN OF SURPLUS (-DEFICIT)	ACTUAL	BUDGET Year to date	ANNUAL BUDGET
Rating Districts	106,469	-163,097	-652,387
Quarries	2,118	-8,368	-33,472
Regional % Share of AHB Programmes	-155,221	-73,292	-293,169
Investment Income	272,126	275,000	1,100,000
VCS Business Unit	96,379	24,781	99,123
AHB Programmes	651	0	0
Vector Mgmt	-14,281	33,139	132,557
Other	-10,000	0	0
All Other Activities	-52,469	-109,108	-593,930
TOTAL	245,772	-20,945	-241,278

Net Contributors to "Other Activities" Surplus (-Deficit)	Actual	Budet ytd	Annual Plan	Net Variance Actual v budget ytd
Rates	458,004	458,750	1,835,000	-746
Penalties	22,119	20,000	80,000	2,119
Representation	-72,021	-74,840	-299,360	2,819
Regulatory Activities	-169,577	-134,799	-696,697	-34,778
Planning Activities	-80,059	-117,653	-470,611	37,594
River, Drainage, Coastal Protection (excl. RD's and Quarries)	-47,380	-62,543	-250,172	15,163
Environmental Monitoring	-123,556	-174,544	-698,177	50,988
Emergency Management	-39,999	-23,478	-93,913	-16,521
	-52,469	-109,108	-593,930	56,639

STATEMENT OF FINANCIAL POSITION AS AT 30 SEPTEMBER 2007

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	@ 30/09/07	@ 30/06/2007
<u>CURRENT ASSETS</u>		
Cash & Bank Balances	212,543	144,518
Accounts Receivable - Rates	1,372,416	247,151
Accounts Receivable - General Debtors	469,559	866,649
Prepayments	63,216	50,944
Accrued Revenue	447,801	891,846
Stock - explosives	371	371
Stock - VCS	32,679	26,325
Stock - Rock	91,449	21,132
Stock - Office Supplies	17,317	17,317
	<hr/>	<hr/>
	2,707,351	2,266,253
<u>Non Current Assets</u>		
Investments	11,701,352	11,542,615
Fixed Assets	3,369,616	3,356,349
Infrastructural Assets	39,403,646	39,403,646
	<hr/>	<hr/>
	54,474,614	54,302,610
<hr/>		
TOTAL ASSETS	57,181,965	56,568,863
<u>CURRENT LIABILITIES</u>		
Accounts Payable	433,677	913,070
GST	151,742	
Deposits and Bonds	349,263	342,342
Sundry Payables	126,328	307,369
Accrued Annual Leave, Payroll	197,911	192,549
Other Revenue in Advance	195,000	
Rates Revenue in Advance	763,518	59,363
	<hr/>	<hr/>
	2,217,439	1,814,693
<u>NON CURRENT LIABILITIES</u>		
Future Quarry restoration	85,800	85,800
Punakaiki Loan	339,185	346,548
Office Equipment and IT Leases	224,302	252,355
	<hr/>	<hr/>
	649,287	684,703
<u>EQUITY</u>		
Ratepayers Equity	19,931,932	19,931,932
Surplus Tsfrd.	245,772	
Rating District Equity Mvmts	-285,184	
Rating Districts Equity	2,585,269	2,300,085
Tb Special Rate Balance	470,998	470,998
Revaluation	22,222,728	22,222,728
Quarry Account	-77,276	-77,276
Investment Growth Reserve	9,221,000	9,221,000
	<hr/>	<hr/>
	54,315,239	54,069,467
<hr/>		
LIABILITIES & EQUITY	57,181,965	56,568,863

2. Summary of Forsyth Barr Ltd Portfolio @ 30 September 2007

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PORTFOLIO @ 30 SEPTEMBER 2007 Summary & Reconciliation		Cash	Bonds	Australasia Equities	International Equities	Property Equities	Alternative Asset Classes	Total
Portfolio Value @ Start	01 July 2007	4076756	2906798.26	928921	1204811	672386	1730842	11520514
Contributions	}	2486075	60000	585410	1021254	155000	239594	4547333
Withdrawals	}	-2153348	-1698948	-20410	-83449		-703679	-4659833
Realised Gains/(Losses)								0
Price		-5319	-17329		-32031	282	-24432	-78830
FX				1024	-4896	2274	18201	16603
Unrealised Gains/(Losses)								0
Price		17617	9908	71086	-48828	-2001	-39046	8735
FX				36132	39202	12846	19399	107578
Mgmt Fee					-214			-214
Interest Income		88107	49833	4177	291	1636	8559	152604
Changes Accrued Interest			-14634					-14634
Dividends				5138	46451	7768		59357
Hedges					12444		7595	20038
Portfolio Value @ End Period	30 SEPTEMBER 2007	4509887	1295629	1611477	2155034	850192	1257032	11679252

Structured credit	387995
Emerging market debt	620056
US\$ On call deposits	206359
Hedge funds	0
Hedge positions	42622
	<u>1257032</u>

Asset Allocation %'s @ 30 SEPTEMBER 2007	Benchmarks
Cash	39% 25%
Bonds	11% 25%
Australasian Equities	14% 15%
International Equities	18% 15%
Property Equities	7% 5%
Alternative Asset Classes	11% 15%
	100% 100%

Tactical asset allocation range
10% - 50% complies
10% - 50% complies
0% - 20% complies
0% - 20% complies
0% - 10% complies
0% - 20% complies

3. General Comment

Total operating expenditure for the two month period was \$4.163 million, of which AHB programme expenditure made up \$2.525 million.

Total revenues for the period amounted to \$4.448 million.

The total surplus was \$285,000

Highlights were;

- Investment income \$271,000 compared to \$275,000 budget. The portfolio has performed credibly during a period of volatility due to the US led "credit meltdown". Councillors will also have received a quarterly review of the portfolio to 30 September 2007 by Forsyth Barr Ltd which refers to an annual return for the year to September of 11.27% and 2.37% for the quarter. I sought further comment from them regarding their views that the quality of the underlying assets in the "Alternative asset Classes" portfolio remain strong. Their response was included with their review.
- VCS Business Unit surplus \$96,000
- Positive budget variances amounting to \$56,000 with regard to "All Other Activities".

RECOMMENDATION

That this report be received.

Robert Mallinson
Corporate Services Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
Prepared by: Robert Mallinson – Corporate Services Manager
Date: 31 October 2007

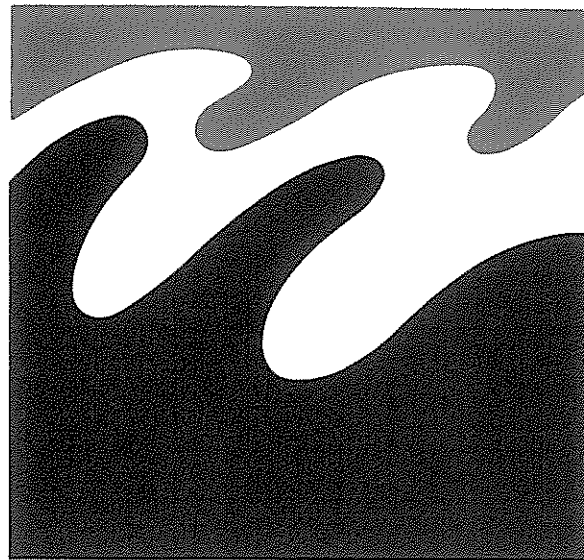
Subject: **DELEGATIONS MANUAL REPORT**

Attached is a copy of the Delegations Manual for Councillor information.

RECOMMENDATION

That the report be received.

Robert Mallinson
Corporate Services Manager



THE WEST COAST
REGIONAL COUNCIL

DELEGATIONS MANUAL

Approved by Resolution of Council 14 March 2006

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Part One - Introduction

1. Scope of the Document

This document sets out all authorities delegated by the Council, and authorities delegated by management staff to other officers.

In this manual, delegation means the assignment of a duty or power of action from one person or entity to another, together with the authority to carry out the duty or complete the action, with responsibility for the outcome.

Contract works let by the Vector Manager are let on behalf of the Animal Health Board and are not subject to these delegations.

2. Sub-Delegation

At times it will be necessary for the performance of assigned duties for a staff member to have delegated authority additional to those specifically set out in this manual. Such sub-delegations will be recorded in writing, in the job description of the individual where possible, or on a more temporary basis in the form of a memo signed by the person granting the delegation and a copy appended to this manual. With the exception of delegations by the Chief Executive Officer, the supervisor of the person granting the sub-delegation should also sign to indicate their approval of the sub-delegation.

Staff with delegated authority under this manual are empowered to delegate (in the above manner) to the appropriate staff member any authority, which has been delegated to them except the power to delegate, unless otherwise constrained by legislation or the terms of their delegation.

3. General

All delegations under this manual should be in writing, and should define clearly their nature and extent. Generally, any delegation continues until it is specifically revoked or withdrawn.

In some circumstances decisions made under authority delegated in this manual may be reversed, reviewed or revoked. Such an action would only occur when the decision was wrong or otherwise inappropriate to the extent that it reflected poorly on the Council. The opportunity to review, or reverse a decision made under delegation would not apply where circumstances made it either impracticable or unlawful to do so. A reversal or variation of a decision made under delegation does not amount to a withdrawal of the delegation itself. Situations where a reversal or variation of a decision occurs should be infrequent, and the reasons for doing so should be explained to the person concerned.

Part Two – Delegation to Committees and Sub-Committees

1. Standing Committees

- (a) To the extent it is permitted to do so by law, the West Coast Regional Council delegates to its Standing Committees all the powers, functions and duties granted to the Council in accordance with the broad functions allocated to that Committee and those boards from time to time, EXCEPT:
- The Power to make a rate.
 - The power to make a bylaw.
 - The power to institute any proceedings in the High Court that are not injunctive proceedings.
 - The power to borrow money.
 - The power to enter into a contract otherwise than in accordance with the provisions of Section 4 of the Public Bodies Contracts Act 1959.
 - The power to do anything, which is required by law to be done by resolution of the Council.
 - The power to appoint or dismiss the Chief Executive Officer.
 - The power to appoint Council representation on any body.
 - The appointment of Standing Committees and the Deputy Chairman.
 - The remuneration of the Chairman and members of the Council.
 - The power to sell, purchase or lease land.
 - The powers or duties conferred or imposed upon the Council by the Public Works Act 1981.
 - Expenditure where no provision is made in the Council's budget for that year (except to the extent permitted in this manual in regard to variations in the departmental budget or as covered in the next clause below.)
 - Expenditure of Council's funds where the budget has not been finalised for the relevant year unless the expenditure relates to maintenance of an existing work or progress on a committed work or is in regard to any existing service for which provision is likely to be made in that budget once finalised.

- Proposed over-expenditure of the total budget within the jurisdiction of the Committee.
 - The cessation of any existing function or commencement of any function.
 - Formulation or amendment of Council's corporate goals and objectives.
- (b) No officer may exercise the power listed in the clauses listed in Part 2, 1(a) above.

2. Subcommittees

A Subcommittee shall exercise only such delegated authority as is granted to it from time to time by the Council or the relevant Standing Committee or Special Committee.

The primary purposes of Subcommittees are:

- To dispose of matters which have been delegated to it.
- To investigate and report, with recommendations if appropriate, on matters referred from the Standing Committee.
- To act as a forum for communication between elected representatives, officers, and interested parties.

3. Resource Management Committee

(a) Purpose

To guide and monitor the resource management, biosecurity, transport, regional economic development, environmental education, environmental monitoring, mining and emergency management functions of the West Coast Regional Council.

(b) Meetings

The Resource Management Committee will have ordinary meetings as required.

(c) Delegations

1. To formulate and recommend to Council (unless otherwise stated in this section) all policies, plans and strategies on resource management, and to review such policies, plans and strategies as necessary.
2. To set and review policy in respect of resource consent processing, compliance monitoring mining responsibilities, environmental monitoring and enforcement.

3. To make submissions and representations on matters relating to resource management, on District and Regional plans, national policies and programmes, and on legislation and regulations affecting the Council's interests.
4. To formulate, approve and review biodiversity and biosecurity strategies and policies.
5. To formulate, approve and review all transport plans and policies and to manage transport issues.
6. To formulate, approve and review all emergency management policies, procedures and plans, and to appoint controllers in accordance with Civil Defence Act 1983.
7. To formulate, approve and review all marine oil spill plans, policies, and procedures, to respond to marine oil spills, and to appoint trained personnel under the Maritime Transport Act 1994.
8. To formulate, approve and review strategies for activities related to environmental education, natural hazards and contaminated sites.
9. To formulate, approve and review flood warning manuals and procedures.

The Resource Management Committee may appoint sub-committees or working parties as appropriate provided they are limited to a time duration consistent with performance of their specified tasks.

(d) Membership

The Resource Management Committee shall be a committee of the whole Council. All elected members of the West Coast Regional Council shall be members of the Resource Management Committee and in addition, a representative appointed by each of the tribal Runanga on the West Coast, namely Te Runanga o Ngati Waewae and Te Runanga o Makawhio.

A quorum of the Resource Management Committee shall be four members.

(e) Explanatory Comment

The Resource Management Committee will be responsible for establishing and reviewing the statutory and legal policy instruments of Council. This will particularly include Resource Management Act Policies and Plans, Regional Land Transport Strategies, Passenger Transport Plans, Regional Civil Defence Plans, and Pest Management Strategies.

Part Three – Financial Delegations

1. Cheque Signatories

Signing authority on cheques is delegated to the Chairperson of the Council, the Chief Executive Officer, the Corporate Services Manager, the Consents & Compliance Manager, the Planning and Environmental Manager, the Executive Assistant and the Corporate Services Team Leader (any two jointly). This authority also includes payments transmitted electronically.

2. Purchase of Goods and Services

The following officers of the Council have the authority to enter into contracts for the purchase of goods and services required by the Council (up to the **limits** shown in the appropriate annual plan). This authority includes signing of orders and approval of payment of invoices.

Chief Executive and one other Manager jointly for all contracts and services	\$100,000 - \$200,000
Chief Executive Officer	\$100,000
Corporate Services Manager	\$60,000
Vector Programme Manager	\$60,000
Planning and Environmental Manager	\$60,000
Consents & Compliance Manager	\$60,000
Vector Control Services Manager	\$60,000
River and Drainage Engineer	\$10,000
Team Leaders Consents & Compliance	\$10,000
Vector Control Services Supervisors	\$5,000
Senior Planning Officers & Resource Scientists	\$5,000
Executive Assistant	\$5,000
Corporate Services Team Leader	\$5,000
Regional On-Scene Commander (Oil Spills)	\$25,000
Computer Services Manager	\$10,000

Note: General procedures for obtaining prices, including tenders are set out in Appendix I.

3. Variation of Contracts

3.1 The Chief Executive, appropriate managers or appropriate officers are empowered to approve variations during the period of a contract, approved by them under delegated authority, to an amount in total not exceeding their own delegated authority.

- 3.2 Any variation of greater than 15% of any quantity, scheduled item or fixed price must be fully documented as to the reasons why this has happened and if it is acceptable.
- 3.3 The officer exercising the power to approve variations (under the above clauses 3.1 and 3.2) must report those to the next level up for confirmation before the contractor can act upon the variation (i.e. an officer must have the variation confirmed by their manager and a manager must have the variation confirmed by the CEO. Any exercise of this power by the CEO must be reported to the Council.).

4. Approval of Timesheets

Timesheets are to be signed by employees' managers. Any overtime payment and time in lieu claimed must receive prior approval by the manager.

Any leave must be supported by a separate leave application, and signed off by the person indicated below:

Type of Leave	Minimum Signoff
Annual leave	Manager
Long Service Leave	Chief Executive Officer
Leave without pay	Chief Executive Officer
Domestic leave, jury duty, bereavement leave (up to 3 days)	Manager
Bereavement leave > 3 days	Manager
Special leave (including study leave)	Chief Executive Officer
Examination leave	Chief Executive Officer
ACC	Chief Executive Officer
Time In Lieu	Manager

5. Write-Off or Reduction of Debts

- (a) Approval of write-off or write-down of general debtor invoices up to \$1,000 is delegated to the appropriate manager. For sums greater than \$1,000, approval is reserved to the Chief Executive Officer.
- (b) Approval of write-off or write-down of rate debtor invoices or penalties up to \$1,000 is delegated to the Corporate Services manager. For sums greater than \$1,000 this is delegated to the Chief Executive Officer. Rate debtor invoices will only be written off or written down to correct errors. Write-off of rate debtors due to hardship reasons as outlined in the Rating Powers Act 1988 is reserved to the Chief Executive Officer and must be reported to Council.

6. Variation of Budget Between Activities

The Chief Executive Officer may reallocate budgets between activities provided Annual Plan outputs are not compromised.

In situations where variations are anticipated to affect Annual Plan outputs these must be brought before Council for its agreement before any management action is possible.

Any such allocations are to be subsequently reported to the Council.

Part Four – Schedule of Delegations – Regulatory Matters

1. Council Hearing Commissioners

The Council appoints all Councillors, who are appropriately accredited, as Hearing Commissioners.

2. Hearing Committees and Commissioners

The Council delegates to the Chairperson of the Resource Management Committee and the Council Chairperson power to appoint Resource Hearing Committees or Commissioners from time to time to hear (if necessary) and decide resource consent applications or objections comprising:

- (a) Between one and three members of the Council, one of who shall be appointed Chairperson; or
- (b) An independent Commissioner or Commissioners.

Where Chairs are not available, the appointment of independent Commissioner/s may also be carried out by another Councillor (refer to Appendix II).

Delegations for all Hearing Commissioners:

(Refer Appendix *II for policy for engagement of independent Commissioners)

All delegations can be exercised by Commissioners acting jointly or independently.

Section 37(1)	Power to extend or refuse an application for extension of the time limits within which the Council or any person must do something in relation to the Council's function and to waive compliance with any requirement.
Section 42A(4)	Authority to waive compliance to supply copy of reports 5 days prior to Hearing. Authority to hear and decide notified and non-notified resource consent applications requiring a hearing.

	<p>Authority to decide notified resource consent applications that do not require a hearing.</p> <p>Authority to decide any applications for change or cancellation of resource consent conditions where the application has been notified, whether or not a hearing is required.</p> <p>Authority to decide any applications for change or cancellation of resource consent conditions where a hearing is required.</p>
Section 104	<p>Authority to hear and decide resource consent applications for which the Council is obliged to hold a hearing.</p> <p>Authority to hear and decide resource consent applications to which submissions were received and where there are no requests to be heard or any requests to be heard have been withdrawn.</p> <p>Authority to decide resource consent applications for notified non-complying activities irrespective of whether the Council is obliged to hold a hearing.</p> <p>Authority to decide notified resource consent applications to which no submissions were received and whether the applicant has not requested to be heard.</p> <p>Authority to decide non-notified resource consent applications.</p>
Section 132(4)	<p>Authority to decide on a review of consent conditions where the review was notified, or to cancel a resource consent where on review, the application was found to contain inaccuracies that influenced the decision and there are significant adverse effects on the environment.</p>
Section 325A(5)	<p>Authority to consider applications for change or cancellation of abatement notices.</p>
Section 357C(3)	<p>Authority to consider and hear (if necessary) and determine objections made under Section 357 or Section 357A.</p>
Section 357C(4)	<p>Authority to consider and hear (if necessary) and determine objections made under Section 357B.</p>

3. Delegations to Chief Executive Officer and Other Council Staff

CEO	Chief Executive Officer
CCM	Consents & Compliance Manager
PEM	Planning and Environmental Manager
CTL	Compliance Team Leader
TLC	Team Leader Consents

Delegations – Resource Management Act 1991		<u>CEO</u>	<u>CCM</u>	<u>PEM</u>	<u>CTL</u>	<u>TLC</u>
Section 36(3)	Power to require payment of additional charges to those fixed to enable the recovery of actual and reasonable costs.	X	X			
Section 36(3)A	Power to approve an estimate of any additional charges likely to be imposed where requested by a person liable to pay an additional charge under Section 36(3).	X	X			X
Section 36(5)	Power to remit the whole or any part of any charge fixed in accordance with Section 36 of the Act	X	X			
Section 37(1)	Power to extend or refuse an application for extension of the time limits within which the Council or any person must do something in relation to the Council's function and to waive compliance with any requirement.	X	X			
Section 37(2)	Power to direct the terms on which the omission or inaccuracy of any information required under the Resource Management Act, regulation or plan, or a procedural requirement that was omitted, shall be rectified.	X	X	X		
Section 37A(2)(b)	Power to extend (at the request of or with the consent of the applicant) the period within which any person must do something in connection with an application for a resource consent.	X	X	X		
Section 38	Power to appoint enforcement officers with powers under Sections 22, 322, 332, 333 and 343C	X				
Section 42A(1)	Power to require an officer of the local authority, or to commission a consultant or any other person employed for that purpose, to	X	X	X		

		CEO	CCM	PEM	CTL	TLC
	prepare a report on information provided on any matter described in Section 39(1).					
Section 42A(4)	Power to waive compliance to supply copy of a Section 42A(1) report 5 days prior to a hearing.	X	X	X		
Section 88(3)	Power to determine that an application for resource consent is incomplete and return the application, with written reasons for that determination, to the applicant.	X	X	X		X
Section 91	Power to defer the notification or hearing of an application for a resource consent if it is considered other consents are also required.	X	X	X		
Section 92	Power to request an applicant to provide further information and to commission a report on any matters raised in relation to an application or to postpone the notification or hearing of an application pending receipt of the further information.	X	X	X		X
Section 92A(2)	Power to set the time within which an applicant must provide information requested under Section 92 and to notify the applicant of that time.	X	X	X		
Section 92A(3)	Power to decline a resource consent application if the applicant does not respond to a request made under Section 92(1) within the time limit specified in Section 92A(1); or the applicant responds under Section 92A(1)(b) but does not comply with the time limit set under 92A(2); or the applicant responds under Section 92A(1)(c); and the consent authority considers that it has insufficient information to enable it to determine the application.	X	X			
Section 92B	Power to decline a resource consent application if the applicant does not respond to a request made under Section 92(2) within the time limit specified in Section 92B(1); or the applicant gives written notice refusing to agree to	X	X			

		CEO	CCM	PEM	CTL	TLC
	the commissioning of the report requested under Section 92(2); and the consent authority considers that it has insufficient information to enable it to determine the application.					
Section 93(1) (b)	Power to determine whether the adverse effects of an activity on the environment will be minor.	X	X	X		X
Section 94B	Power to form an opinion for the purposes of Section 94(1) as to who may be adversely affected by a consent application activity.	X	X	X		
Section 94(c) (2)	Power to notify an application if special circumstances exist in relation to the application.	X	X			
Section 94D(2) & 94D(3)	Power to dispense with notification of a resource consent application for a controlled or restricted discretionary activity if a rule in a plan or proposed plan expressly provides that such an application does not need to be notified.	X	X	X		X
Section 94D(4)	Power to determine if the grant of a resource consent may adversely affect a recognised customary activity carried out in accordance with Section 17A(2)	X	X			
Section 96	Power to lodge a submission by the Council to a resource consent application	X	X	X		
Section 99(1)	Power to arrange pre-hearing meetings of parties to an application and other persons for the purpose of clarifying or facilitating resolution of any matter or issue.	X	X	X		X
Section 99(8)	Power to decline to process a person's application or to consider a person's submission if that person was required to attend a pre-hearing meeting and failed to do so.	X	X	X		
Section 99A	Power to refer to mediation a person who has made a resource consent application and some or all of the persons who have made submissions on the application.	X	X	X		
Section 100	Power to determine that a hearing of an application is not necessary.	X	X	X		X

		<u>CEO</u>	<u>CCM</u>	<u>PEM</u>	<u>CTL</u>	<u>TLC</u>
Section 101	Power to fix the commencement date, time and place of a hearing and to give appropriate notice thereof.	X	X	X		X
Section 102	Power to determine that applications to two or more consent authorities for the same proposal are sufficiently unrelated that a joint hearing is unnecessary.	X	X	X		X
Section 114(1)	Power to determine the most appropriate manner by which notice of a decision on a resource consent shall be given.	X	X	X		
Section 114(2) (b)	Authority to determine what other authorities and persons are considered appropriate to be notified of a decision on a resource consent application.	X	X	X		
Section 120	Power to lodge an appeal by the Council to the Environment Court on a decision of another consent authority.	X	X	X		
Section 124	Authority to exercise the Council's discretion to allow the holder of a resource consent which is due to expire and who has applied for a new consent for the same consent not earlier than 6 months and not later than 3 months before expiry of the original consent to continue to operate under the original consent until the new application and any appeals are determined.	X	X			X
Section 125	Power to determine an application for extension of the time limit of 5 years or otherwise specified within which a consent must be exercised before it lapses.	X	X			
Section 126(1)	Power to give written notice to cancel a resource consent, which has been exercised in the past but has not been exercised during the preceding 5 years unless otherwise expressly provided by the resource consent.	X	X	X		
Section 126(2)	Power to revoke a notice of cancellation of a resource consent.	X	X	X		
Section 127(1)	Power to determine applications by the holder of a resource consent	X	X	X		X

		<u>CEO</u>	<u>CCM</u>	<u>PEM</u>	<u>CTL</u>	<u>TLC</u>
Section 127(1)	for a change or cancellation of any condition of the consent where the effect will be minor and the application for change does not require notification.					
Section 128(1)(a) & (1)(c)	Power to serve notice of intention to review the conditions of a resource consent and to propose new conditions.	X	X			
Section 128(b)	Power to review all or any water, coastal or discharge permit as required when a relevant regional plan becomes operative.	X	X	X		
Section 128(ba)	Power to review all or any water, coastal or discharge permit/s as required by regulation when relevant national environmental standards have been made under Section 43.	X	X	X		
Section 133A	Power to issue an amended consent that corrects minor mistakes or defects in the consent.	X	X			
Section 136	Power to consider and decide the transfer of a water permit in whole or in part to another person or to another site.	X	X			
Section 137	Power to consider and decide the transfer of a discharge permit in whole or in part to another person or to another site.	X	X			
Section 138(2)	Power to refuse acceptance of a surrender of a consent in whole or in part and to direct that the holder need not complete any work to give effect to the consent.	X	X			
Section 138(4)	Power to issue notice of acceptance of surrender of permit.	X	X	X		
Section 139	Power to determine requests for Certificates of Compliance.	X	X	X		
Section 139A	Power to issue and revoke Existing Use Certificates	X	X			
Section 274	Power to give notice or to decide not to give notice to the Environment Court under Section 274 of the Resource Management Act that the Council wishes to be a party to an appeal, reference or inquiry hearing on a decision on a matter to which the Council made a submission.	X	X	X		

		<u>CEO</u>	<u>CCM</u>	<u>PEM</u>	<u>CTL</u>	<u>TLC</u>
Section 281	Power to apply to the Environment Court to waive a requirement of the Resource Management Act or another Act or regulation about the matters listed in Section 281(1)(a)(i) to (iv).	X	X	X		
First Schedule & 293(1)(c)	Authority to lodge a submission or a further submission or to withdraw a submission designation, a heritage order, a proposed regional or district plan change or variation or a water conservation order.	X	X	X		
First Schedule & S120	Power to appeal to the Environment Court on a Proposed Policy Statement, Plan or consent.	X				
	Power to sign a consent order for lodgement with the Environment Court, with respect to appeals on a resource consent or plan.	X	X	X		
Section 289	Power to reply to appeal to the Environment Court.	X	X			
Sections 316 & 320	Power to apply to the Environment Court for an enforcement order or an interim enforcement order.	X	X			
Section 317	Power to serve notice of an application for an enforcement order or an interim enforcement order.	X	X		X	
Section 321	Power to apply to the Environment Court to change or cancel an enforcement order or an interim enforcement order.	X	X		X	
Section 325A(2)	Power to cancel an abatement notice.	X	X		X	
Section 325A(5)	Power to consider applications for change or cancellation of abatement notices*.	X	X		X	
Section 329	Power to issue notices during periods of serious water shortages.	X				
Section 330	Power to action emergency works and/or other preventative measures to contain or minimise adverse effects on the environment.	X	X		X	
Section 334	Power to apply for warrant for entry for search.	X	X		X	
Section 338(4)	Power to lay an information for a prosecution (after Council has approved the prosecution).	X	X			

		<u>CEO</u>	<u>CCM</u>	<u>PEM</u>	<u>CTL</u>	<u>TLC</u>
Section 357C(3)	Power to consider and determine objections made under Section 357 or Section 357A if no hearing is required.	X	X			
Section 357C(4)	Power to consider and determine objections made under Section 357B if no hearing is required.	X	X			

* - This delegation is limited according to Council's Enforcement Policy to applications not related to the circumstances surrounding the issuing of the notice.

Delegations – Soil Conservation and Rivers Control Act 1941		<u>CEO</u>
Section 30A	Authority to determine requests for consents and approvals as a consequence of the Council having an interest in land by virtue of a Land Improvement Agreement registered under Section 30A of the Soil Conservation and Rivers Control Act 1941.	X

Delegations – Marine Pollution Act 1974		<u>CEO</u>
General	Authority to institute proceedings for offences against the Marine Pollution Act 1974 or any related regulations made under that Act in respect of discharges of oil into the Coastal Marine Area and to seek recovery of costs or damages from vessel owners.	X

Delegations – Marine Transport Act 1994		<u>CEO</u>
Sections 318/320	Power to appoint Regional On-Scene Commanders for the West Coast region.	X
Section 231	Power (with power of sub-delegation) to inform the Director of Maritime Safety of notices as required.	

Delegations – Building Act 1991		<u>CEO</u>
Section 24	That the Council delegate to the Chief Executive pursuant to the powers of delegation under Section 78 of the Building Act 1991, the functions and duties of the Council under Section 24 of the Building Act 1991 <ul style="list-style-type: none"> • The administration of this Act and the regulations. • To receive and consider applications for building consents. • To approve or refuse any application for a building consent with the prescribed time limits. 	X

	<ul style="list-style-type: none"> • To determine whether an application for a waiver or modification of the building code, or any document for use in establishing compliance with the provisions of the building code and regulations. • To enforce the provisions of the building code and regulations. • To issue project information memoranda, code compliance certificates, and compliance schedules. • Any other function specified in this Act. 	
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Part Five – Authority to Sign Correspondence

The following details the delegation for staff to sign outward correspondence. This applies to all formal correspondence by letter, fax or electronic mail.

1. Correspondence to Members of Parliament, Ministers of the Crown and the Ombudsman

- Chief Executive.

2. Other Correspondence

- Chief Executive.
- Managers for matters relating to their areas of responsibility.
- Managers may sub-delegate signing authority to individual staff, but this must be limited to matters which are directly within the staff member's area of work. Correspondence concerning matters of council policy, issues of political sensitivity, financial commitments, and any other aspects of contractual arrangements should only be signed by the CEO or managers.
- Managers are directly responsible for the standard of correspondence within their areas.

Part Six – Authority to Carry out Inspections, Surveys and Investigations

1. Grant of Authority

A number of Council staff require warrants to enable them to enter properties for the purposes of carrying out their duties. This authority empowers the staff to inspect land, or to undertake investigations, in accordance with S332(1) and S333(1) of the Resource Management Act.

Part Seven – Use of the Common Seal

1. Use of the Common Seal

The authority for the use of the Council's Common Seal is contained in the Council's Resolutions of 12 February 2002.

Use of the Common Seal:

- *The Chief Executive Officer shall hold the common seal of the local authority and be responsible for the use of the same.*
- *The seal shall not be affixed to any document unless by resolution of the local authority but the Chief Executive Officer and one other Council manager may affix the seal in an urgent case, in which case, such action shall be reported to the local authority.*
- *Every sealing shall be made and done by the Chief Executive Officer and the Chairperson, or such Council managers as may be authorised from time to time, according to the procedure prescribed by the local authority and shall be reported to the local authority.*

Appendix I

1. Procedures for obtaining tenders/quotes

The following are the general procedures to be observed for obtaining tender prices/quotes for the purchase of goods and supply of services.

Estimated Cost of Work	Tender Process
Less than \$5,000	<p>Obtain a verbal price. Ensure price is endorsed on the order sent to the firm (and on other copies) and clearly marked whether GST exclusive or inclusive.</p> <p>In some circumstances it may be impracticable to obtain a verbal price. This should only apply when minor purchases are involved. Office copies should be endorsed with an estimated cost.</p>
\$5,001 - \$60,000	<p>Obtain competitive quotes, e.g. from three firms or tender procedure if it is felt this would be advantageous.</p> <p>Normally, it would be expected that written prices be obtained, but if special circumstances dictated that verbal prices were obtained, e.g. urgency, the intended successful tenderer must be asked to confirm the price in writing.</p> <p>Ensure price is endorsed on the order sent to the firm (an on other copies) and clearly marked whether GST exclusive or inclusive.</p>
\$60,001 -	<p>Formal tender procedures are to be used unless there are special circumstances existing, e.g.</p> <p>Whether the work intended is specialised. Type of work carried out. Number of contractors available to do the particular work is restricted.</p> <p>In most cases, however, open tender procedures are to be used and where ever possible, all contactors given the opportunity to quote.</p> <p>If it is not intended to use open tender procedures, the approval of the Chief Executive is required.</p> <p>In all cases, justification for selecting a particular</p>

	<p>contractor must be retained and full documented.</p> <p>Where a decision is made not to put out to tender a contract for goods and services to an amount greater than \$60,000, the reasons for the decision shall be recorded in writing and reported to Council.</p> <p>All tenders for goods and services to the value of \$60,000 shall be accepted by the initiating officer where the value of the goods and services concerned is less than the limits of his/her contractual authority, or where this is not the case by the appropriate member of the management team.</p> <p>All tenders for goods and services of a value of more than \$200,000 shall be accepted by the full Council meeting having regard to the appropriate officer's recommendation.</p> <p>All tenders regardless of the amount shall be opened in the presence of one manager and a Councillor.</p> <p>The time and date of tender opening shall be noted on the tender documents and shall be not more than a week after the closing of tenders.</p>
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Notes:

- If it was thought that more competitive prices might be obtained there is nothing to prevent open tender procedures to be used for work estimated to cost less than \$60,000.
- It is not necessary to accept the lowest or any tender, but if it is not intended to accept the lowest, reasons for making that decision should be detailed and retained on file.
- A weighted attributes contract approach can be used where it is important to ensure the outcome is of suitable quality.
- The above procedures do not apply to work or services to be carried out by named organisations as a requirement of legislation e.g. Audit New Zealand, Valuation New Zealand.
- Work involving Transit New Zealand funding, e.g. Passenger Service tenders must follow the Transit Competitive Pricing Procedures (CPP).
- To overcome the practical problems caused by the requirement of the Public Bodies Contracts Act 1959, all successful tenders will be reported to the next Council meeting.

Appendix II

1. Policy for Engagement of Independent Commissioners

There will be occasions where it may not be appropriate that the Council as Consent Authority makes decisions on resource consent applications or enforcement matters, for example, those which involve the Council itself, either as applicant or with some other type of interest in the application.

The Delegations Manual allows for either the Chair of the Resource Management Committee, the Council Chair, or if the preceding are unavailable, another Councillor, to appoint independent commissioners.

Independent Commissioners will be appointed in the following circumstances:

1. (a) Where the Council:
 - Is the applicant; or
 - Is a party to the application; or
 - Has a beneficial interest in the decision; and

(b) Where the resource consent application is publicly notified.

An independent commissioner/commissioners will be appointed to hear and decide any applications for resource consents. Independent commissioners will be used whether or not a hearing of submissions is required.

2. (a) Where the resource consent application is publicly notified, and
(b) Where the Council Hearing Commissioners have pecuniary interest in the application;

An independent commission/commissioners will be appointed to hear and decide any applications for resource consents, where a hearing is required, or where no hearing is required, to consider and decide the application.

3. Independent commissioners will also be appointed to consider and decide on submissions with regard to infringement notices and abatement notices where:

- The Council Hearing Commissioner/s have a pecuniary interest in the matter; or
- The Council Hearing Commissioner/s have a conflict of interest; or
- The enforcement action in question is against the Council.

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
Prepared by: Robert Mallinson – Corporate Services Manager
Date: 5 November 2007
Subject: **The Local Government NZ and Society of Local Government Managers (SOLGM) Working Party Response to the Report of the Rates Enquiry**

This paper sets out the joint LGA NZ / SOLGM position on the report of the Rating Inquiry.

Part 1.5.1 on page 7 sets out the recommendations that the working party propose to support.

Part 1.5.2 sets out the recommendations that the working party are likely to oppose. Most important for this Council is that they oppose the retention of the rates exemption on the Crown conservation estate. On page 5 the working party comments that the justification for retaining rating exemptions on the DOC estate is not strong. They further comment that landowners on the West Coast, Central North Island, etc. are being expected to subsidise the benefits which everyone else enjoys.

1.5.3 sets out where more views are sought / more work is needed.

I will be responding to the working party on “Questions for Further Discussion” and also reinforcing the importance of the DOC estate matter to this Council.

I attach copies of relevant pages from the working party document.

RECOMMENDATION

That this report be received.

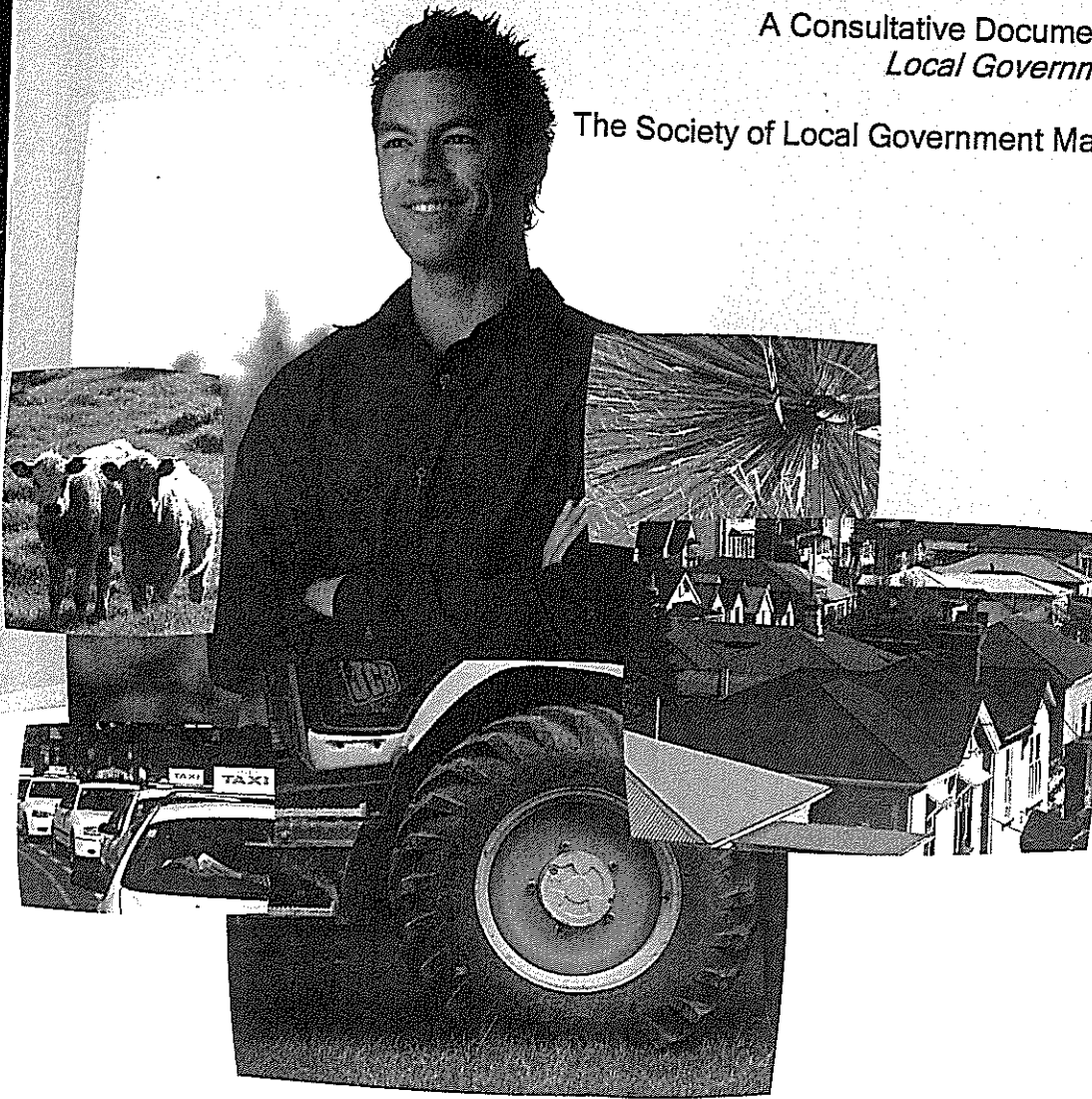
Robert Mallinson
Corporate Services Manager

Did the Inquiry Get Real

A Consultative Document for Members of
Local Government New Zealand

And
The Society of Local Government Managers (SOLGM)

October 2007



SOLGM

NZ SOCIETY OF LOCAL GOVERNMENT MANAGERS



Local Government New Zealand

te pūtahi matakoḱiri

1. Introduction

1.1 What is this Paper ?

This paper has been prepared by the staff of *Local Government New Zealand* (Local Government New Zealand) and SOLGM for two purposes:

- to help local authorities in assessing the recommendations and analysis in the Report of the Rates Inquiry – Funding Local Government
- to set out the process that our organisations will follow in inputting into the Inquiry, and
- to act as the basis for our consultation with the sector on the recommendations.

The paper measures the Inquiry's recommendations against the four principles from the joint Local Government New Zealand/SOLGM submission *Getting Real: Funding the True Cost of Local Communities*. Those principles were:

1. *Local Accountability* – the accountability of local authorities to their communities should not be undermined
2. *Flexibility* – the autonomy of local government to respond to community preferences in a flexible manner must be respected
3. *Local Contribution to Economic Transformation* – local leadership and the role of local government in the future economic transformation of New Zealand must be respected, and
4. *Good taxation* – local authority funding should be consistent with the principles of good taxation. These are sufficiency, buoyancy, ease of compliance and administration, efficiency, equity, transparency and visibility, and low mobility¹.

The paper represents an initial commentary on the 96 recommendations from the report including our first observations on:

- the recommendations that, based on our previous engagement, the sector is likely to support (you can find a list of these on pages 7-9)
- the recommendations that the sector is likely to oppose, again based on the previous engagement we have conducted with the sector (you can find a list of these on page 9), and
- those recommendations which need further clarification, or where we want you to focus particular attention.

This is far from the first time we have engaged with the sector on the Rates Inquiry. In February we issued a background paper/draft of our submission to the Inquiry entitled *Local Government Funding: A Statement of Issues* (copies of this and of our actual submission *Getting Real: Funding the True Cost of Local Communities* can be found on www.solgm.co.nz). Immediately following the release of the report we also issued a first draft of this paper and held the Rating Inquiry Forum on 3 September (copies of the presentations to that forum and the notes from discussion groups can be also be found on the www.solgm.co.nz).

¹ Readers are referred to pages 10 and 11 of *Getting Real* for further explanation of these terms.

position of local government, and some loss of flexibility in funding arrangements. Each element needs to be considered in conjunction with the others.

1.4 What Happens Next ?

When he released the report the Minister of Local Government commented that there would be 'no cherry-picking' of recommendations.

We understand this to mean that all recommendations of the report will be subject to a robust process of consideration. *Local Government New Zealand* and SOLGM have been invited to take part in that process. This document asks for your views as an input into the policy process.' The intention is to produce a comprehensive position paper by the end of next January.

We understand that most of the recommendations will be dealt with in the first half of the new year. The possible exceptions are rates rebates and development contributions (where work has been ongoing for much of the past year independently of the Rates Inquiry) and the two alternative recommendations on valuation providers (where we understand the OVG has initiated work to test the Inquiry's views). We need to cover off the possibility that these issues may move early.

Comments on the Rates Rebates, development contributions, and valuation providers should come in before **5.00pm 2 November**. It would also be useful to get the feedback of local authorities in response to question 3 (that which relates to fee-setting powers in statute) – the intention is to 'pick off' some of the higher profile powers and press to have these dealt with quickly.

We appreciate that in many cases these are likely to represent the views of officers rather than established council policy. We would also appreciate an indication whether you agree with our opposing the six recommendations listed on page 8.

On pages 13 and 14 you will find a list of 19 Questions for further Discussion. These are included to prompt thinking on particular issues, and should not be treated as the only matters we are looking for comment on. Feel free to respond to as few or as many as you need.

Consultation on the remaining issues in this document will close at **4.00pm on Friday December 21**. Comment received beyond this time may be too late to influence the process. We appreciate that some local authorities may find this challenging, given that this comes at the start of the triennium. Funding is the number one issue facing the sector, and this policy process represents the best opportunity we are likely to get to make significant change in the foreseeable future.

1.5 Summary of Recommendations

1.5.1 Recommendations We Propose To Support

Based on previous engagement with the sector *Local Government New Zealand* and SOLGM propose to support the following:

- *extending development contributions to regional councils*

- *removing the legislative barriers to road tolling – although we also see this as a step towards implementing road pricing*
- *better enabling coastal occupation charges*
- *the extension of powers to volumetrically charge for wastewater to local authorities – though we would not support the charge being determined by anyone other than the local authority and its community*
- *amending all statutorily empowered charging to allow for recovery of actual and reasonable costs - including the cost of policy development*
- *the removal of all rating exemptions and mandatory 50 percent rate remissions – in effect leaving this for local discretion to apply remission policies in consultation with the community*
- *better use of debt as a tool for promoting intergenerational equity – although noting that a small number of local authorities are at levels where they probably wouldn't want to take on much more. This will receive further discussion in the upcoming 2009 and Beyond Guide to Financial Management and includes use of the option that the Securities (Local Authority Exemption) Amendment Bill presently before Parliament would offer*
- *removal of the prohibition on borrowing in foreign currency*
- *clarification of the relationship between reverse mortgages and central government benefits and the relationship between reverse mortgages and tax*
- *requirements to explain objectives for holding investments in business enterprises and assess performance against these objectives in their annual report. In any event, there are certain categories of investment where this is a requirement under the Local Government Act anyway. This is also discussed further in the 2009 and Beyond Guide to Financial Management*
- *better explanation of the rationale and impact of the policies in the revenue and financing policy – and again this is discussed further in the 2009 and Beyond Guide to Financial Management.*
- *CCO financial information be consolidated into the LTCCP – there is already a requirement under Generally Accepted Accounting Practice to consolidate or explain the reasons why no consolidation has been undertaken. Further discussion around this requirement, and when to consolidate can be found in the Finance Guide.*
- *the recommendations that provide better information on the Rates Rebate Scheme and allow for better monitoring of the impact of the scheme on various categories of ratepayer – in other words we support anything that can be done to ensure the scheme 'does it's job'. This also includes the funding of initiatives to promote the scheme to non-beneficiary groups.*
- *annual indexing of the rates rebate scheme*
- *clarification of the treatment of war pensions in terms of eligibility for Rates Rebates*
- *building capacity among elected members and staff to engage with Maori in their decision-making*
- *more standardisation in financial reporting - the report recommends that the template cost of activity statement promulgated by the Auditor-General and SOLGM be adopted, there is merit in this and SOLGM will be giving this another 'push' in the 2009 and Beyond Finance Guide*

- *better education for the public* – the intent of the two recommendations in this area is strongly supported. We do however question whether there is a role for the Electoral Commission, and what priority this is likely to have on the DIA work programme.

1.5.2 Recommendations We Are Likely to Oppose

Based on our previous engagement with the sector we are likely to oppose the following:

- *the retention of the following exemptions* - the Crown conservation estate and conservation estate open to the public; the foreshore, seabed, and beds of navigable lakes and rivers; certain categories of Maori customary land, Parliament buildings and the vice-regal residence, and roads vested in central government and local authorities
- *movement of the administration of the Rates Rebate Scheme to Inland Revenue* – the overwhelming feedback at the Rating Inquiry Forum was that the participants saw benefit for the community in retaining some role in administering the scheme.
- *so-called 'template' remission and postponement policies* – while guidelines could be useful, it appears these policies would be set by central government and would be mandatory. It is not clear what the distinction between a mandatory remission and an exemption is.
- *alignment of the LTCCP process to the electoral cycle* – the discussion in the report suggests that the plan would be undertaken in the first year of the triennium. This leaves local authorities roughly seven months between the triennial elections and the date on which plans must be adopted to take the full suite of policy decisions that need to be taken and bring any new councillors 'up to speed'. There were sound policy and practical reasons for placing the LTCCP in the second year of the triennium.
- *the independent review agency*
- *DIA collecting and assessing information on training needs of elected members* – giving this role to an agency that is the servant of the government of the day first and foremost, raises considerable risks that any central government support for programmes (funding, delivery etc) could be dominated by political considerations.

1.5.3 Views Particularly Sought On/More Work Needed

Most of the recommendations in the report fall into the category of 'more work needed' because there are aspects of the report that are unclear or these are issues on which we've not previously engaged with the sector.

Rating tools - six of the seven recommendations around rating tools should be viewed as a 'package' in terms of the effects they will have on the distribution of rates and hence affordability. This includes:

- promotion of capital value rating as the single rating system
- the phasing out of differentials in the general rate
- the abolition of UAGCs
- retention of targeted rates in their current form

- either the removal of the so-called 30 percent cap, or its increase to 50 percent (the report in contradictory to this), and
- encouragement to move to metering for water based on full cost recovery.

Many of these recommendations could be implemented as a policy choice. We will be asking a sample of local authorities to model the impact of these recommendations (our intention is about 20 spread evenly across the sectors).

'Close consultation with development community' - consultation is required under the LGA in any case. It appears that the Inquiry had something more akin to negotiation in mind which undermines principled application of section 101 and revenue design in general. |

Review of the FAR levels for urban arterials – this is a question of the criteria that apply to the scheme and to the source for any change in FAR. If it comes from within the current level of funding for Land Transport New Zealand there are likely to be significant redistributive effects.

Contestable Infrastructural Equalisation Fund – again a question of the criteria, it appears that the funding will be allocated to bring all of the three waters infrastructure up to some predefined standard. But what is the standard, and how does the scheme 'dovetail' with the existing SWSS and DWAS schemes.

LAPT – the report proposed increasing the maximum level of the tax, and changing the basis of distribution for the revenue to unspecified 'equalisation principles'. Again the key questions are around the lack of specificity in the criteria, and potential redistributive effects.

International Visitor Levy – the Inquiry was far from clear as to what this levy would be used for and exactly how it would be distributed. On first glance it appears this will be raised through international airports and will head to the tourist destinations.

Extension of the coverage of the Rates Rebate Scheme – including clarification of the eligibility of homes owned by family trusts, papakainga, and retirement villages. This is the result of the interaction of the Rates Rebate Act and section 11 of the Rating Act (which basically holds that owners are the ratepayer in most circumstances).

The extension of the coverage of the Rates Rebates Scheme to public supply water charges – this raises issues around the nature of the Rates Rebate Scheme, and boundary issues (why water and not rubbish bags).

The recommendations around land under the Te Ture Whenua Maori Act – the report has missed one of the key issues, should this land contribute to the cost of community services, and if so how (assuming land tax is indeed inconsistent with the principles of the Treaty of Waitangi). Other aspects of the work programme are largely dependent on whatever conclusion that review takes. The recommendations around the return of land transferred to general title in 1967 need further research to determine how much of this land there is, whether it is in productive use etc.

Rating burdens to better reflect value in use – it is not clear what this recommendation actually means, it may be arguing for more fixed rating, but it may also be a

recommendation to return to something akin to the special rateable values that were in place pre 1998. This needs clarification.

Clarifying the valuation on rates documents is a rating valuation – it is not obvious to us what this recommendation is trying to achieve.

Better use of the flexibility offered by section 100 around the balanced budget – we are far from convinced that the \$300-500 million p.a. reduction in funding needs quoted in the report will actually materialise. We do acknowledge that the exemptions could be better used by some, and there is further guidance coming in the 2009 Finance Guide.

Explicit consideration of affordability – we are not convinced this is necessary, it seems to us that affordability for the low income falls within the consideration of 'economic well-being'. There are also concerns that to genuinely implement any judgements around affordability local government would need funding tools that target incomes.

Recommendations around Council-Controlled Organisations – the recommendations around setting clear financial objectives and stating the rationale for holding investments reflects the present legislation to some extent. The recommendation around 'no cross subsidisation' is not clear, we suspect it means not using revenue from one CCO to subsidise another.

Another review of the LGA – while we agree there is some need to streamline some of the decision-making and accountability provisions of the LGA, we question the need for another review in addition to the Local Government Commission review.

Monitoring and review of the way consultation is working – this seems to be someone's 'hobby horse', and seems partly rooted in a misunderstanding of what consultation is. It is a process of seeking information into a decision, which must be considered by the decision-maker, rather than a replacement for the policy judgement of people elected to make policy decisions. Complaints about the consultative process are usually founded in disagreement with the actual decision – we need to ensure that the legislation is not written for the disaffected.

Redesigning the Consultation Requirements - the two recommendations in this area appear to be contradictory. On the one hand the report wants to replace 'mass undifferentiated consultation' with 'selective streamlined arrangements', yet limit council discretion in how they apply consultation principles. It is the discretion that gives councils the encouragement and ability to tailor processes, without the discretion local authorities will be more likely to seek refuge in the legislative minima.

Three Year Targets in the LTCCP – the report is not clear on what the purpose of the three year indicative budgets and financial targets would be, and how they would mesh with the ten year requirements.

Template for reporting rates increases – the report recommends local government develop a good practice guide to enable better reporting of annual rates increases. As with the so-called performance benchmarking the strong view of the participants at the Rates Inquiry Forum was that the sector should do something, rather than wait for someone else to 'do it to us'. There are risks however that having 'league tables' may encourage a mindset of 'look to the rates increase above all else'.

Rates assessment notice – there is a tradeoff between transparency and cost here.

Performance benchmarking – the discussion in the Inquiry's report seems to confuse the work SOLGM and NAMS have done around performance management frameworks (see the upcoming publication *Performance Management Frameworks: Your Side of the Deal*) with actual benchmarking. A true benchmarking exercise has the potential to be very resource intensive but the strong views of the Rating Inquiry Forum were that this was something the sector should lead rather than waiting to have this 'done to us'.

DIA monitoring - its not clear what exactly what 'monitoring the operation of councils' means – it does carry connotations of a 'watchdog role'.

1.5.4 *Recommendations Where We Propose to Make No Comment*

We propose to make no comment on the following matters:

- *continuance of GST on rates.* There is no strong policy argument for removal of GST from rates, especially in the situation where we as a sector are supporting a large number of recommendations calling for additional funding from the Government.
- *central funding of the rates on previously exempt Crown property.* As an example of the practical effect of this, the rates bill for Hataitai School would go to the Ministry of Education rather than the school board. This is an administrative matter for the Crown to resolve for itself as part of moving to full-rateability of Crown lands.
- *resourcing for DIA to ensure local government policy has input from all stakeholders.* Again this a matter for the Government.
- *extending the scope of targeted rates to cover regional functions.* This is an alternative to retaining exemptions and is very much the 'fall-back position'.
- *further analysis of the potential for home equity to meet the housing cost needs of the elderly.* An issue for central government.

5. Rates Exemptions

What Local Government New Zealand and SOLGM Sought

The removal of all existing rating exemptions, including local authority land (it was noted that in practice local authorities would most probably remit rates on their own land).

What the Inquiry Recommends

The Inquiry are recommending:

- the retention of exemptions for the Crown conservation estate and conservation estate open to the public; the foreshore, seabed, and beds of navigable lakes and rivers; certain categories of Maori customary land (which would transfer to the Te Ture Whenua Maori Act 1993), Parliament buildings and the vice-regal residence, and roads vested in central government and local authorities
- the removal of all other exemptions and of the mandatory 50 percent remission category
- additional costs to the government be funded centrally by the administering agencies (i.e. educational costs be met by the Ministry of Education)
- local authorities be given discretion to apply remission policies to the newly rateable land as each local authority sees fit, with the removal of exemptions being deferred to allow for local authorities to consult their communities, and
- that the scope of targeted rates be extended and that regional councils be given powers to set such rates.

The Inquiry estimates that the fiscal impact for the Crown of removing the recommended set of exemptions would be approximately \$90 million per annum (an amount equivalent to around 2 percent of the rate take).

The Inquiry considers the case for the exemption on DOC land to be 'good' and argues that the estate is a nationally important public good with benefits that extend well beyond the local authorities in which the land is situated. It is also noted that in overseas jurisdictions conservation land generally does not pay rates (or even a contribution in lieu in most jurisdictions). It also raise issues with the valuation.

The rationale for continuing the exemption of Parliament is based on 'constitutional principles' – which we assume is the historical exemption of the Crown from tax.

Comment

These recommendations deliver much that the sector has been seeking for many years. It is particularly helpful to see the Inquiry directly state that there is no strong argument for many of the exemptions.

The justification for retaining exemptions on DOC estate is not strong. While we do not disagree that this land generates national benefits (and welcome the finding to this extent), it appears that the other landowners on the West Coast, the Central North Island etc are being expect to subsidise the benefits everyone else enjoys. If the Inquiry genuinely considers there is such a national benefit, it should also have considered

some form of national recognition of this. It is also unclear why a valuation in use can be established for Maori customary land but not conservation land.

The Inquiry does not specify what regional council targeted rates would be extended to fund – although it discusses flood control. It is unclear to what extent this would be addressed through removal of most exemptions – in effect only roads, parliament and the DOC estate would not be contributing.

The likely practical consequences of these recommendations include:

- increased pressure on local authorities to grant favourable remission policies to these organisations (or other forms of support such as grants, discounted access to recreational facilities). Note that regional councils and territorial authorities would be able to rate each others parks and other community facilities
- possibly increased ratepayer scrutiny of the decision-making process around remission policies (and some potential for more judicial challenge – although central funding of government properties may reduce this)
- increased frequency of valuation objections - especially in the first few years as valuation principles are established (this has been the experience with utility companies)
- greater scrutiny of expenditure proposals by government agencies and possibly a greater unwillingness on their part to contribute to discretionary programmes ('we pay our rates'), and
- the regimes for ownership of Crown properties varies from agency to agency (some departments own the land and thus are the ratepayer, others devolve ownership to the local agency). There may be some tension between central government practice and section 11 of the Rating Act (in effect the owners of the property – DHBs etc would not be the ratepayer).

The recommendation that central government departments meet the funding centrally is an important pragmatic step that may overcome these issues.

Conclusion

With the exception of the DOC estate, the recommendations in this section are generally very positive and should be welcomed by the sector.

This is likely to be one of the more politically contentious findings from the Inquiry. Some departments will oppose this – even with increased baseline funding.

THE WEST COAST REGIONAL COUNCIL

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Prepared for: Council Meeting – 13 November 2007
Prepared by: Chris Ingle – Chief Executive
Date: 6 November 2007
Subject: **CHIEF EXECUTIVES REPORT**

Meetings Attended

The meetings I have attended since the 9 October 2007 Council meeting are as follows:

- Met with Guardians of Paroa Taramakau Trust.
- Attended the Triennial Council meeting and the induction workshop for newly elected Councillors.
- Attended the MfE Roadshow at the Ashley Hotel.
- Attended the LGNZ Zone 5 meeting in Christchurch with the Council Chair.
- Attended the Regional Council CEOs meeting and the Chief Executive's Environment Forum in Wellington on 5 and 6 November.

New VCS Manager Appointment

I am pleased to announce that Randal Beal has accepted the position as business unit manager of Vector Control Services. Randal has significant animal pest control experience including delivery of aerial operations. Randal is currently employed by WCRC as a senior vector management officer, within the Vector Management unit. He takes up his new position at the Jacks Road depot on November 19th.

The aerial co-ordinator, David Priest, has also moved from Vector Management to the VCS depot at Jacks Road. These changes confirm the ability of VCS to deliver effective and quality aerial operations on the West Coast on a business footing.

Jury Service

I have been summoned for Jury Service for the week of 26 November.

RECOMMENDATION

That this report be received.

Chris Ingle
Chief Executive

THE WEST COAST REGIONAL COUNCIL

To: Chairperson
West Coast Regional Council

I move that the public be excluded from the following parts of the proceedings of this meeting, namely, -

Agenda Item No. 8.

8.1 Confirmation of Confidential Minutes 9 October 2007

8.2 Overdue Debtors Report

Item No.	General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution.
8.			
8.1	Confirmation of Confidential Minutes 9 October 2007		Section 48(1)(a) and in particular Section 9 of 2nd Schedule Local Government Official Information and Meetings Act 1987.
8.2	Overdue Debtors Report		

I also move that:

- Chris Ingle
- Robert Mallinson
- Andrew Macalister
- Simon Moran
- Colin Dall

be permitted to remain at this meeting after the public has been excluded, because of their knowledge on the subject. This knowledge, which will be of assistance in relation to the matter to be discussed.

The Minutes Clerk also be permitted to remain at the meeting.