

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

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

TUESDAY, 13 DECEMBER 2011

The programme for the day is:

10.30 a.m: Resource Management Committee Meeting

On completion of RMC Meeting: Council Meeting

Councillor Workshop:

Rating District Matters

RESOURCE MANAGEMENT COMMITTEE

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, 13th December 2011**

B.CHINN
CHAIRPERSON

M. MEEHAN
Planning and Environmental Manager
C. DALL
Consents and Compliance Manager

<u>AGENDA NUMBERS</u>	<u>PAGE NUMBERS</u>	<u>BUSINESS</u>
1.		APOLOGIES
2.	1 – 5	MINUTES 2.1 Confirmation of Minutes of Resource Management Committee Meeting – 7 November 2011
3.		PRESENTATION
4.		CHAIRMAN'S REPORT
5.		REPORTS
		5.1 Planning and Environmental Group
	6 – 7	5.1.1 Planning & Environmental Manager's Monthly Report
	8 – 9	5.1.2 Hydrology & Flood Warning Report
	10 - 11	5.1.3 Civil Defence & Regional Transport Report
		5.2 Consents and Compliance Group
	12 – 14	5.2.1 Consents Monthly Report
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		6.0 GENERAL BUSINESS

2.1

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE MEETING OF THE RESOURCE MANAGEMENT COMMITTEE HELD ON 7 NOVEMBER 2011 AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 10.32 A.M.

PRESENT:

B. Chinn (Chairman), R. Scarlett, T. Archer, D. Davidson, A. Robb, A. Birchfield, I. Cummings,
F. Tumahai

IN ATTENDANCE:

C. Ingle (Chief Executive Officer), M. Meehan (Planning & Environmental Manager), C. Dall
(Consents & Compliance Manager), T. Jellyman (Minutes Clerk)

1. APOLOGIES

Moved (Archer / Davidson) *that the apology from T. Scott be accepted.*

Carried

2. PUBLIC FORUM

There was no public forum.

3. MINUTES

Moved (Birchfield / Davidson) *that the minutes of the previous Resource Management Committee meeting dated 11 October 2011, be confirmed as correct.*

Carried

Matters Arising

There were no matters arising.

4. CHAIRMAN'S REPORT

Cr Chinn reported that he attended the twelve rating district meetings in the Westland area during the reporting period. He also dealt with the usual types of constituency queries during the month.

Moved (Chinn / Davidson) *that Council receive this report.*

Carried

5. REPORTS

5.1 PLANNING AND ENVIRONMENTAL GROUP

5.1.1 PLANNING & ENVIRONMENTAL MANAGER'S MONTHLY REPORT

M. Meehan spoke to his report advising that the Environment Court asked C. Dall to attend to provide advice on the way the rules would work in the Proposed Land and Riverbed Management Plan for the management of wetlands on the West Coast. M. Meehan reported that the Court is due to release an interim decision later this year, which will be followed by the final decision.

M. Meehan reported that Cabinet has agreed the NES for Assessing and Managing Contaminants in Soil to Protect Human Health and regulations come into effect on 12 January 2012. M. Meehan advised that the NES is designed to ensure that land has been impacted by contaminants is identified and assessed at the time of development and whatever is necessary to remediate the land for that use is put in place. M. Meehan advised that this is relevant for district councils when they

are assessing large subdivision consents. He advised that there are also permitted activity rules for removing petrol and sewage tanks. M. Meehan reported that staff will further assess any changes that need to be made to the Proposed Regional Land and Water Plan to give effect to the NES and advise Council.

M. Meehan reported that Government introduced the new Heritage New Zealand Pouhere Taonga Bill to Parliament on the 5th of October. He advised that this new Bill is intended to replace the Historic Places Act 1993 and is looking to improve on governance structure, rebalance heritage values with private ownership values and following on from the Christchurch earthquake emergency provisions to future-proof archaeological consenting in the event of natural disasters. He stated that this new Bill would also better align archaeological provisions with the RMA to be more efficient.

M. Meehan reported that Council has lodged its submission on the Ministry for the Environment's discussion document on the proposed Environmental Reporting Bill. He stated that this is self explanatory but Council believes further analysis is required by the Ministry to identify a monitoring framework and potential costs for regional councils.

M. Meehan reported that Council has received the final two Envirolink funded reports for the establishment of Fault Avoidance Zone along the length of the Alpine Fault. He stated that the initial report looked at the fault line over the entire region and the second report funded by Envirolink looked at Franz Josef in a lot more detail. He advised that this has been reported on to Westland District Council for them to use for planning purposes. Cr Archer asked if there are any likely significant ramifications in terms of the new NES for Assessing and Managing Contaminants in Soil to Protect Human Health. M. Meehan responded that there is not. Cr Archer passed on his congratulations to staff on their submission on the Environmental Reporting Bill. He stated that the content was robust and very precise. Crs Cummings and Birchfield agreed with Cr Archer's comments. Cr Chinn commented on the new Bill that replaces the Historic Places Act 1993, which has been out of balance in the past. Cr Birchfield stated that the Historic Places Act has been a big hold up with miners in the past and he feels it would be good if some timelines could also be introduced. M. Meehan stated that this is aimed at making the RMA side of things more efficient and in keeping with the Government's streamlining of this Act.

Moved (Archer / Robb) *that this report is received.*

Carried

5.1.2 HYDROLOGY & FLOOD WARNING UPDATE

M. Meehan spoke to this report advising that the Waiho River went through its alarms several times during the month. He stated that there was one medium sized rainfall event that produced 250mm of rain in 27 hours. M. Meehan advised during this event the Waiho River peaked at 8.1 metres. He advised that the Buller River also went through its first stage alarm. M. Meehan advised that the 8.1 metre event on the Waiho River was a good test for the new flood banks as it was still a couple of metres of the top of the flood banks. M. Meehan advised that discussion has taken place regarding the alarm levels in the Waiho River as it is regularly going into alarm at quite low levels but this medium size event has now provided a little bit of clarity as to where the river sits in relation to the flood walls. M. Meehan advised that Council's Hydrologist would meet with Westland District Council, NZTA and DoC to discuss the alarm levels to ensure that all parties are comfortable with them.

M. Meehan reported that Mr Bob Hall, Consultant River Engineer, flew over the Callery River on the 27th of October and noted that the landslide dam has now gone. M. Meehan advised that staff are unsure of when the dam failed but feel that it is likely that it failed during the heavy rainfall event on the 25th of October. Cr Scarlett asked if the Callery River was graphed. M. Meehan advised that the Callery monitoring station is no longer in use because of the build up of gravel in this area and therefore the Waiho River is used for monitoring purposed. Cr Davidson asked if the dam bursting has increased the bed of the Callery River. M. Meehan advised that currently staff are going on the information given by the Consultant River Engineer. C. Ingle advised that a further survey of the Waiho River bed all the way up to the Callery River would be undertaken as this river is changing so much this year.

Moved (Robb / Cummings) *That this report be received.*

Carried

5.1.3 CIVIL DEFENCE REPORT & REGIONAL TRANSPORT REPORT

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C. Ingle spoke to this report and advised that the new Civil Defence Booklet "Get Ready Get Thru" was included in the last edition of The Messenger and distributed to all households. C. Ingle advised that at the recent Lifelines Group meeting, Mel Sutherland, from Grey District Council was appointed as the new Chairman of this group. C. Ingle reported that fuel storage was discussed at the recent Lifelines meeting and this group will now follow up on barging and other options of bringing fuel to the West Coast during an emergency. He advised that this matter would then come back to the Civil Defence Group.

C. Ingle advised that Cr Scarlett and Regional Planner, Nichola Costley attended the Hearing on the Draft Canterbury Regional Land Transport Strategy and spoke to Council's submission. He advised that suggestions and an offer of R funding from this region was made to bring the priority of fixing State Highway 73 between Rough Creek and Mingha Bluff forward which Council has been pushing for several years now. He stated that this area of the highway is a high priority for the region.

Cr Davidson stated that he wonders how many people actually take notice of the Civil Defence brochure that is sent out and if there is a way of evaluating how many people read this. Cr Archer stated that more and more people are putting up "No Circulars" signs as a result of the amount of unsolicited mail that come through the mail system. He advised that The Messenger is considered to be a circular so these people would not get the "Get Ready Get Thru" booklet. Cr Archer feels this is an important document that everyone should have access to it and that the public could be advised via the Regional Council newsletter that spare copies are available at the Regional Council and District Councils.

Moved (Archer / Davidson) *That this report be received.*

Carried

5.2 CONSENTS AND COMPLIANCE GROUP

5.2.1 CONSENTS MONTHLY REPORT

C. Dall spoke to his report advising that he has spent a substantial amount of time preparing his evidence for the appeals before the Environment Court against the consents granted to Meridian Energy Ltd for its proposed Mokihinui Hydro Project. He stated that Meridian alone has 55 witnesses and some of the statements of the witnesses exceed 100 pages.

C. Dall stated that he was asked to attend the Environment Court hearing for the Wetlands Variation appeals which took two days.

Cr Birchfield drew attention to RC07152 which gives consent to discharge contaminants, dust and diesel fumes to air from quarrying activities. Cr Birchfield stated that he has not seen this before.

C. Dall responded that this consent requirement only happens in situations where the applicant doesn't believe that they can comply with the relevant permitted activity rules. C. Dall stated in this case there is not a standard in terms of a physical measurement for fumes but there is one for dust, while for the fumes it would be a judgement call by the Compliance Officer. C. Dall advised that an example would be if there were a close neighbouring property.

Moved (Robb / Birchfield) *that the November 2011 report of the Consents Group be received.*

Carried

5.2.2 COMPLIANCE & ENFORCEMENT MONTHLY REPORT

C. Dall spoke to this report advising that the regular site visits showed a fairly good result in terms of compliance. He advised that Solid Energy Ltd has been very busy over past months getting new mining operations up and running. C. Dall advised that these operations include the new Reddale Mine at Reefton and the Number 2 South Cutback mine on the Stockton Plateau. He stated that staff have been provided with management plans required for these sites, which will require review and certification. C. Dall reported that staff have been busy following up on various issues relating to whitebait stands. C. Dall reported that a typical number of complaints were received during the reporting period. C. Dall advised that a couple of mining work programmes and bonds have also been received.

LATE ITEM

BOND RELEASE FOR RESOURCE CONSENT RC02239

C. Dall advised that RC02239 has been transferred from Brookdale Mining Ltd to Buller Coal Ltd. He advised that Buller Coal Ltd has lodged a new bond for the consent and this now means that the old bond for the consent can be released. C. Dall advised that Company has requested that council release this bond as soon as practicable.

Moved (Scarlett / Archer) *That Council release the bond lodged by Brookdale Mining Ltd for Resource Consent RC02239.*

C. Dall reported that a number of Council staff have been involved with the Rena incident in Tauranga.

Cr Archer asked C. Dall if he could confirm the location of the Reddale Mine. C. Dall responded that this mine is on a Landcorp block in the Burkes Creek area north of Reefton which is out of view and a long way from residential properties.

Cr Scarlett asked who pays for staff to attend the Rena incident. C. Dall responded that costs are recovered from Maritime NZ and council is not out of pocket. Cr Archer stated that it is heartening to see the utilisation of resources from around the country to assist with the Rena incident. C. Ingle advised that another two staff members have headed to Tauranga today to further assist with the recovery. Cr Scarlett asked what role is council staff carrying out in response to this incident. C. Dall responded that individual staff skills are married up with what is required. C. Dall advised that staff have assisted with planning, clean up and aerial assessments and wildlife also. M. Meehan advised that he spent a week assisting with the Rena incident and there are over 100 people in the command centre and others assisting with operations.

Moved (Archer / Cummings) *That the November 2011 report for the Compliance Group be received.*
Carried

5.2.3 PROPOSED ALTERNATIVE ENVIRONMENTAL JUSTICE POLICY

C. Ingle advised that this report has been prepared by Cr Robb and Phil McKinnel, Compliance Team Leader, C. Ingle advised that he has also been involved in the preparation of this report. C. Ingle advised that this is an extension of what Council is already doing regarding an alternative route for those who are facing an RMA prosecution. C. Ingle advised that this approach has been further developed by senior Environment Canterbury personnel and is similar to the restorative justice process which we already use and this is a variation of this called the Alternative Environmental Justice approach. If a defendant fits the criteria then they can be approached to do some environmental restitution work instead of going through the legal process and being prosecuted and fined. C. Ingle advised that this would very much depend on the attitude of the defendant and whether they are prepared to follow this process and whether there is restitution work that lends itself to the outcomes that council would be seeking. C. Ingle explained the process would involve an environmental justice conference and an independent facilitator would be involved and the council would be representing the environment and the defendant would be representing themselves and the independent facilitator would be looking for an outcome that would be suitable for both parties. C. Ingle advised that council would want to ensure that its costs are met and is not out of pocket. C. Ingle explained that the defendant who is prepared to do the right thing would end without having a conviction or a fine and will instead do environmental restitution. Cr Robb advised that a member of the public approached him regarding a seminar that they had attended where ECAN had presented this scenario. Cr Robb advised that he contacted Kim Drummond from ECAN and discussed how to apply this policy here. Cr Robb stated that if this policy had been available for previous cases where a defendant had admitted guilt then a better outcome could have been had for all parties involved. Cr Robb stated that ECAN are hoping that this new policy will evolve over time and become a viable option for prosecutions. Cr Scarlett asked if ECAN have implemented this policy yet. Cr Robb stated that they have used this on at least one occasion and possibly two. Cr Robb advised that the first occasion involved a dairy farmer who then undertook a community project around the damage that he had caused. Cr Robb stated that in some cases riparian planting around a creek to protect it could be done and the defendant would pay the costs of what is required to put things right. Cr Robb stated that in this case the Judge was happy with the outcome. The community project undertaken must be associated with the breach to the environment. Cr Archer asked if the judiciary gets involved with what the outcome of the alternative

justice policy is or is it sorted prior to going to court. C. Ingle advised that the Court would be more interested in the process that Council follows. C. Ingle advised that the paper sets out the process quite clearly. C. Ingle advised that his recommendation is that it would be incorporated into Council's Enforcement Policy. C. Ingle advised that when it comes to withdrawing charges in Court, if the policy has been followed using an independent facilitator, that would be the sort of thing that the Court would be looking for, as well as if there is an environmental outcome that is linked with the immediate environment where the offence has occurred. Cr Archer stated is supportive of this concept as it adds another tool to council's options. Cr Archer suggested that the last word on first line in step 5 on page 24 is changed to "may' instead of would. Further discussion took place on other possible changes but there was only the one change made to the policy. Cr Scarlett asked how would the defendant get an idea of what the restorative justice might be prior to pleading guilty. Cr Cummings stated that the greatest incentive would be not to have a criminal conviction and money might be secondary to a conviction. Cr Archer stated that defendants would be routinely advised to take legal advice in all cases.

Moved (Archer / Scarlett) *that the last word (would) on first line in step 5 on page 24 be changed to may.*

Carried

Cr Davidson stated that he is concerned that someone might get involved with something that he has not had any legal advice over. Cr Robb stated that this could happen in any situation and if someone chooses not to take legal advice then that is their problem. He stated that it would be made clear to a defendant that they have the option of legal representation. Cr Robb stated that legal representation couldn't be forced onto someone. Cr Scarlett asked if Council would appoint a facilitator for these matters or would it be on a case by case basis. C. Dall stated that he suspects that a facilitator would be appointed on a case by case basis in case of the parties knowing each other and also there could be a conflict of interest. C. Dall advised that there also could be cases where someone has particular expertise and knowledge which would be beneficial in facilitating the outcome.

It was noted that the costs would be on the defendant. C. Dall explained the costs of legal fees to the meeting.

Moved (Archer / Cummings) *that Council adopts the Alternative Environmental Justice Policy outlined above and incorporates it into the Council's Enforcement Policy.*

Carried

6.0 GENERAL BUSINESS

There was no general business.

The meeting closed at 11.14 a.m.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee Meeting - 13 December 2011
 Prepared by: Michael Meehan, Planning and Environment Manager
 Date: 1 December 2011
 Subject: **PLANNING AND ENVIRONMENT MANAGER'S MONTHLY REPORT**

Review of RMA Sections 6 and 7

The government intends to review the RMA principles in sections 6 and 7 as part of the Phase 2 reforms of the Act. The trigger for the review is the government's concern about whether the RMA provides sufficient weight to natural hazard risks in light of the Christchurch earthquakes. A recent report on the consenting process for Christchurch's worst affected suburbs found that specific information about liquefaction risk was not considered in relation to at least 80 resource consent applications. The government had considered simply adding consideration of natural hazards to section 6 or 7, but has decided that these sections are due for a more comprehensive review, and a technical advisory group (TAG) has been established to do so. The TAG will consider whether sections 6 and 7 could be improved to:

- Provide greater attention to managing issues of natural hazards;
- Incorporate the changes to section 6 from the urban design and infrastructure reports in 2010;
- Incorporate the remaining provisions from the 1908 and 1941 Acts relating to river controls, drainage, and soil conservation;
- Reflect the current resource management challenges facing NZ;
- Promote consistency through clear and modern drafting.

No changes will be made to the purpose of the Act in section 5, or Treaty of Waitangi matters in section 8.

The TAG will report back to the Government in January 2012, and recommendations will be incorporated into other RMA reforms scheduled for later in 2012.

Waste Minimisation Fund and Community Environment Fund Allocations

Environment Minister Nick Smith announced in October that more than \$1million in funding was distributed to three waste minimisation and three freshwater cleanup projects, as well as a new product stewardship scheme. The successful applicants are:

- \$190,000 to Allied Concrete to install machinery that adds recycled glass into residential grade concrete, reducing the use of sand;
- \$140,000 to South Westland Rubbish Removals to set up a glass recycling depot at Franz Josef, diverting 750 tones of glass from landfill in the next three years;
- \$118,750 to Upper Clutha Recycling and Environmental Society Inc to develop and deliver information to help consumers and businesses make smart packaging choices;
- \$135,000 to Landcare Trust for the Community Catchment Action Plan for Lake Ngaroto in the Waikato;
- \$120,000 to Landcare Trust to support development of an online nationwide contact network of volunteers knowledgeable about wetland restoration;
- Another \$38,000 to Landcare Trust to develop an online tool to help people identify and provide information on freshwater invertebrates.

Implementation Guidelines for Renewable Electricity Generation and Freshwater NPS's

Implementation guidelines have recently been released to assist councils on how to give effect to the National Policy Statements (NPS's) for Renewable Electricity Generation (REG), and Freshwater. The key messages in the REG guidelines include that the NPS must be given effect to immediately, it requires councils to adopt a positive and proactive response to REG activities, have regard to the implications of achieving the national target for REG, and when considering tensions between REG and other activities, decision makers need to recognise that the benefits of REG must be explicitly acknowledged. The Freshwater guidelines also explain that the NPS must be had regard to even before any provisions are incorporated into RPS's or plans. There is a reminder about timelines for implementing the Water NPS, working with iwi, and that an objectives and limits-based regime will provide certainty and enable cumulative effects to be better managed. Staff are assessing what changes need to be made to regional plans to give effect to the NPS's, and will advise Council in due course.

Sites Associated with Hazardous Substances (SAHS)

Council staff have been liaising with owners of several SAHS sites recently regarding potential contamination and associated risks. The sites have historic contamination from the previous activity on site. Council are providing information and advice to the landowner and interested parties regarding the current situation and rehabilitation requirements.

The historic Prohibition Mine gold processing site at Waiuta currently has some of the highest arsenic contamination known among investigated sites globally. The Department of Conservation have lead efforts to date to remediate this site. A comprehensive management plan has been formulated for remediation works and consents are being sought from WCRC to allow this to occur.

State of Environment Monitoring (SOE)

Despite poor weather hampering the SOE monitoring program, sampling of lakes and rivers has been completed on schedule. Some additional sampling is being undertaken in both the Waitangitona and Inangahua Rivers.

Contact recreation/bathing beach sampling began in November. Sampling at all sites will occur fortnightly from November to March.

RECOMMENDATION

That this report is received.

Michael Meehan
Planning and Environment Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee Meeting 13 December 2011
 Prepared by: Stefan Beaumont, Hydrologist
 Date: 1 December 2011
Subject: HYDROLOGY & FLOOD WARNING REPORT

Grey River Flood Event

A large frontal system blocked by an anticyclone to the north east of the country produced very heavy rainfall and flooding in the Grey River on 21 November 2011. The event produced 24 hour totals of between 90-130mm in the lower altitude part of the catchment and 200-300mm in the ranges.

Summary of flow data and estimated return periods:

- Grey River at Dobson station, recorded a maximum flow of 5892m³/s, the second highest recorded flow on record, and equates to approximately a 1 in 26 year return period.
- Grey River at Waipuna station, recorded a maximum flow of 1933 m³/s, the second highest flood recorded and equates to approximately a 1 in 122 year return period.
- Ahaura River at gorge station, recorded a flow of between 3500m³/s and 4000m³/s, which equates to between a 1 in 125 and 1 in 300 year return period flood. This event was so large it washed away the recorder tower at Ahaura which was installed more than 40 years ago (picture below). It was the largest recorded flood in the Ahaura River.

The Grey River Flood Committee met three times during the event with the Grey River water level peaking at 6763mm the highest recorded level since 1997.

Further analysis will be undertaken to ascertain more accurate return periods at each site. In addition to this a report will be compiled comparing this event with previous events, to aid the Grey River flood committee decision making and document the event.

Flood warning levels:

Site	Time of peak	Peak level	Warning Issued	Alarm threshold
Karamea River at Gorge	21/11/11 12:45	5162mm	21/11/11 04:30	4000mm
Karamea River at Gorge	23/11/11 16:45	4870mm	23/11/11 14:45	4000mm
Buller River at Te Kuha	21/11/11 18:30	9649mm	21/11/11 04:40	7400mm
Grey River at Dobson	21/11/11 17:15	6763mm	21/11/11 04:15	3400mm
Grey River at Dobson	23/11/11 21:00	3763mm	23/11/11 08:30	3400mm

The event on 21 November also resulted in exceedances in alarm thresholds in the Buller and Karamea Rivers. Karamea experienced flooding of some farmland especially around Kongahu Swamp. Another heavy rain event occurred on 23 November which resulted in both the Grey and Karamea Rivers rising above alarm levels.



Figure 1: Tower from Ahaura River at Gorge. The tower will not be replaced, instead a gas bubbler system will be installed when the flows are lower this summer.

New Waiho Alarm Level

On 16 November Regional Council staff met with Westland District Council, Police and local residents involved in civil defence to discuss the Waiho River alarm levels. The meeting was requested by Westland District Council in response to increasing alarm notifications and acknowledgement of the increase in height of stop banks along the Waiho River.

The December 2010 event resulted in large aggradation of gravel in the river which has impacted on alarm levels. As the level of the river is constantly changing and the stopbanks had not been "tested" by a large flood the alarm levels had been left at between 6800 and 7200mm. On 25 October 2011 the Waiho River reached a height of 8176mm which was noted by locals to allow approximately a 2 meter freeboard from the top of the flood walls.

The group requested Council alter the first alarm level to 8000mm. This will mean there is less warning time provided to the community, however will dramatically reduce the amount of calls the group receives.

Council will keep working with Westland District Council and respond to any changes in riverbed levels that may affect the flood warning service.

Data Requests

2 Water Level Flow, 1 Rainfall

RECOMMENDATION

That this report is received.

Michael Meehan
Planning and Environment Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee Meeting – 13 December 2011
 Prepared by: Nichola Costley – Regional Planner
 Subject: **CIVIL DEFENCE AND REGIONAL TRANSPORT REPORT**

Civil Defence Emergency Management UpdateExercise Pacific Wave

Exercise Pacific wave was held on 10 November 2011. The scenario featured a tsunami generated as a result of a magnitude 9 earthquake near Vanuatu. The resulting tsunami would have the most significant impact on the west coast of both islands. All four Councils were involved in the exercise, although Buller exercised the following week to ensure key staff were given the opportunity to attend, as well as police, fire and other liaison staff.

The Group used the exercise as an opportunity to practice setting up an alternate Emergency Operations Centre at the Grey District Council offices as the scenario had the tsunami inundating the area west of State Highway 6. This proved to be a very successful alternative EOC with IT functionality comparable to that of the Regional Council. The Exercise also provided the opportunity to introduce several new staff to the role of the Group in a civil defence response.

West Coast Engineering Lifelines Group

The West Coast Engineering Lifelines Group met on 3 November. Rob Daniel has stood down from his involvement in Lifelines and Mel Sutherland (Grey District Council) has been appointed Chair of the Group. Key agenda items included:

- Review of the Actions of the Fuel Report

The Lifelines Group reviewed the actions in the 2008 Fuel Report. A number of actions have been identified to continue the progression of fuel planning for the West Coast which will be followed up on.

- Christchurch Power Supply Infrastructure

The effects on the Christchurch power supply infrastructure as a result of the September and February earthquakes were shown to the Lifelines Group along the myriad of ways that these had been rectified following the event. The key message was that investment in resilience work for infrastructure pays off in the long term.

- Update on Resilience Actions

Each of the organisations present provided an update of the resilience actions that had been undertaken over the previous 6 months. Work continues to progress by all organisations. The possibility of a review of the Lifelines reports undertaken in 2006 was discussed. The review would provide a stocktake of how the outcomes in the reports have been achieved, identifying where work is still required, and setting this against the lessons learned from the Christchurch earthquake.

The next meeting has been scheduled for 2 May 2012.

West Coast Coordinating Executive Group

The West Coast Coordinating Executive Group met on 23 November. Key agenda items included:

- Exercising

Each of the organisations gave an update on Exercise Pacific Wave and what went well and not so well. Exercises have been identified as a means to become more proficient at the response roles required as well as highlighting areas for improvement and building relationships between organisations. The next exercise is to be held in the first half of 2012 and will use a pandemic scenario.

- Monitoring and Evaluation

The Monitoring and Evaluation Report (M&E) will be provided to the Group by the end of the year. The M&E is based on the Civil Defence Emergency Management (CDEM) Capability and Assessment Tool. It provides a means to monitor and measure progress in order to know when organisations have successfully reached their goals and objectives and to ensure they have the capacity and capability necessary to be able to perform their CDEM roles and responsibilities. It will not be a full Report given the Capability and Capacity Assessment that was undertaken on the Group in 2008, but it will provide a series of recommendations. Initial feedback has the Group ranked in the middle of the 16 CDEM Groups.

- Emergency Management Information System (EMIS)

An introduction to EMIS was provided to the CEG to demonstrate its functionality and what it is capable of providing for CDEM. While EMIS itself is free there are costs associated with its use in regards to staff training and ensuring that there is sufficient IT available for its use. It is recognised that it will take time to fully embed EMIS within organisations. Therefore the CEG have agreed to focus on the development of situation reports and action plans in EMIS as a priority over the next 6 months. Grey District Council used EMIS for alerting emergency operations staff as part of Exercise Pacific Wave which was very effective and this may also be picked up by the other Councils over the coming months.

- **Social Media**

Recognition that social media is becoming more widely used and is another method of providing information to the public. Need to consider the best ways to use this form of communication along with the more traditional methods.

The next meeting of the CEG has been scheduled for 18 April 2012.

West Coast Welfare Advisory Group

The West Coast Welfare Advisory Group met on 24 November. The WAG reviewed the contact test undertaken during Exercise Pacific Wave, progress towards the completion of the local arrangements for welfare in each of the districts, the idea of holding a recovery workshop in the Region, as well as an update on welfare nationally, and the effect of the November 21 flood in the Grey Valley. The WAG has scheduled to meet again on 24 May 2012.

Exercise ShakeOut

Exercise ShakeOut is a national, multi-agency exercise led by the Ministry of Civil Defence and Emergency Management and is supported by the 16 CDEM Groups, emergency services and other agencies. ShakeOut will be based on the exercise conducted on the West Coast in 2009.

It is anticipated that the New Zealand ShakeOut exercise will be the biggest, most involved national exercise to date. It will involve extensive public involvement to 'drop, cover and hold' in an earthquake drill that will be held nationwide on Wednesday 26 September 2012. Get Ready Week (23 to 29 September) has been moved to coincide with this date. More information on how people can enroll in the drill will be released over the coming months.

Weather Radar

The radar installation was completed in early November and the data is now being used by the MetService forecasters.

Regional Transport Update

West Coast Regional Land Transport Programme

Each of the road controlling authorities, including the Department of Conservation and the State Highway part of the NZ Transport Agency, have submitted their transport programmes into Transport Investment Online (TIO). This information will be extracted, ranked and submitted to NZTA as part of the draft Regional Land Transport Programme by 23 December. The Regional Transport Committee will review the transport programme rankings, and supporting document, early next year before releasing this for consultation.

Taxi Hoist Installed

Funding has been obtained through the NZ Transport Agency for the installation of a taxi hoist for Greymouth Taxis. This is the first taxi hoist to be installed on the West Coast and it will provide an additional service to those who are reliant on a wheelchair.

RECOMMENDATION

That Council receive this report.

Chris Ingle
Chief Executive

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Colin Dall - Consents & Compliance Manager
 Date: 1 December 2011

Subject: CONSENTS MONTHLY REPORT**CONSENTS**Consents Site Visits from 27 October – 30 November 2011

DATE	NAME, ACTIVITY & LOCATION	PURPOSE
27/10/11	WS936 – P C Lindsay, Whitebait stand, Jacobs River	To get the applicant to fill in the required resource consent application forms and to take photographs of site.
23/11/11	RC11221 – BRM Developments Ltd, Alluvial gold mining, Lake Ianthe Forest	To investigate the site to gain a better understanding of the proposed alluvial gold mining operation.

Non-Notified Resource Consents Granted from 27 October – 30 November 2011

CONSENT NO. & HOLDER	PURPOSE OF CONSENT
RC11122 Paul James Linklater	To undertake earthworks associated with alluvial gold mining near Ross. To take and use water from the Totara River and ponds for alluvial gold mining near Ross. To discharge sediment-laden water to land associated with alluvial gold mining activities near Ross.
RC11184 Mount Stormy Farm Ltd	To discharge dairy effluent from a stand-off pad to land near Jordon Creek.
RC11185 Break Creek Farm Ltd	To discharge dairy effluent from a stand-off pad to land near Break Creek.
RC11199 Franz Hire Ltd	To disturb the Coastal Marine Area at Okarito, for the purpose of extracting gravel.
RC11213 Turkey Creek Farm Ltd	To discharge treated dairy effluent to land and surface water (an unnamed tributary of the Little Grey River) near DS516, Mawheraiti.
RC11216 MBD Contracting Ltd	To disturb the dry bed of the Grey River at St Kilda for the purpose of extracting gravel. To disturb the dry bed of the Grey River at Ruby Creek for the purpose of extracting gravel.
RC11220 Mayfair Gardens Ltd	To discharge treated dairy effluent to land, groundwater and surface water (an unnamed tributary of Ferguson Creek) from a dairy shed (DS095) and road stock crossing, Harihari.
RC11222 New Zealand Transport Agency	To place rock protection (rip rap) on the bed of the Maruia River. To undertake earthworks, including vegetation removal within riparian margins, Maruia River.

	To permanently divert water from rock protection, Maruia River.
	The incidental release of sediment associated with the placement of rock protection, Maruia River.
RC11225 Solid Energy New Zealand Ltd	To divert uncontaminated water of the Fly Creek catchment to the T31 Stream, Stockton Plateau.
RC11229 Amethyst Hydro Ltd	To disturb the dry bed of the Wanganui River for the purpose of extracting gravel.
RC11233 New Zealand Transport Agency	To undertake earthworks, including vegetation removal within riparian margins, Haast River.
	To undertake earthworks, including vegetation removal on slopes greater than 25 degrees, Haast River.
	To disturb the bed of the Haast River to construct and remove a temporary ford.
	To disturb the bed of the Haast River to remove selected rock and stone.
	To permanently divert water, Haast River.
	The incidental release of sediment associated with the works, Haast River.
RC11234 Britt Ltd	To discharge treated domestic sewage wastewater to land in circumstances where it may enter water at Sec 1 SO 5776 Cape Foulwind.
RC11236 MBD Contracting Ltd	To disturb the dry bed of the Taramakau River at Turiwhate for the purpose of extracting gravel.

Changes to Consent Conditions Granted from 27 October – 30 November 2011

CONSENT NO, HOLDER & LOCATION	PURPOSE OF CHANGE
RC95024 Westland District Council Whataroa Landfill	To remove the need to add a layer of topsoil to the existing capping material.
RC00323 Oceana Gold (New Zealand) Ltd Globe Progress Mine	To increase maximum crest height of embankments on the Fossickers Tailings Impoundment.
RC01287 Garry Cooper Duffers Creek	To change the conditions relating to the use of flocculants in the settling pond system.
WS1160 Hourston, Nolan & Ussher Okuru River	To allow for change in design of whitebait stand.

Limited Notified or Notified Resource Consents Granted from 27 October – 30 November 2011

CONSENT NO. & HOLDER	PURPOSE OF CONSENT
RC11113 Department of Conservation	To authorise the aerial discharge of sodium monofluoroacetate (1080) cereal baits (up to a rate of 3 kg per hectare), containing 0.15% weight/weight of 1080, to land in seven localities in South Westland.
RC11170 B McDonnell & M Dove	<p>To disturb (excavate, remove and redeposit sand) within the coastal marine area associated with a black sand (gold) mining operation near the mouth of the Mikonui River.</p> <p>To occupy space within the coastal marine area associated with a black sand (gold) mining operation near the mouth of the Mikonui River.</p> <p>To take water from the Mikonui River associated with a black sand (gold) mining operation.</p> <p>To undertake earthworks within 50m of the coastal marine area for the purpose of stockpiling near the mouth of the Mikonui River.</p>

Public Enquiries

34 written public enquiries were responded to during the reporting period. 27 (79.4%) were answered on the same day, 3 (8.8%) the following day, and the remaining 4 (11.8%) no more than 10 working days later.

RECOMMENDATION

That the December 2011 report of the Consents Group be received.

Colin Dall
Consents & Compliance Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee
 Prepared by: Colin Dall – Consents & Compliance Manager & Phil McKinnel – Compliance Team Leader
 Date: 1 December 2011
 Subject: **COMPLIANCE & ENFORCEMENT MONTHLY REPORT**

Site Visits

A total of 57 site visits were undertaken during the reporting period, which consisted of:

Activity	Number of Visits	Fully Compliant (%)
Resource consent monitoring	15	60
Dairy shed inspections	23	65
Mining compliance & bond release	19	84

Included in these totals are 16 complaint related visits.

Specific Issues

Dairy Effluent: A total of 52 dairy inspections have been undertaken in the current dairy season, 13 of which have been graded as significantly non-compliant. The main aspects of non-compliance have been a lack of backup effluent storage and poorly maintained effluent ponds.

Solid Energy New Zealand Limited (SENZ): Compliance staff attended the inaugural community meeting for the new Cypress Mine during the last reporting period. Councillor Archer chaired this meeting. Compliance staff will continue to attend future such meetings.

The annual work programme for Spring Creek Mine was processed during the last reporting period. Compliance staff have also discovered a lack of monitoring for the Reefton sites and some additional monitoring that is required at Spring Creek which the Company is currently following up on.

Whitebait Stands: The 2011 Whitebait Season finished during the reporting period. During the season, the Council visited whitebait stands on the Little Wanganui, Orowaiti, Mokihinui, Taramakau, Hokitika, Waitaha, Wanganui (preseason), Karangarua, Jacobs, Ohinemaka, Paringa, Moeraki, Haast, Okuru, Waiatoto and Arawhata Rivers.

Post season checks were commenced, starting with the Saltwater, Moeraki, Cascade, Arawhata and Waiatoto Rivers.

Complaints/Incidents between 27 October and 30 November 2011.

The following 27 complaints/incidents were received during the reporting period:

Activity	Description	Location	Action/Outcome
Coastal	2 complaints about earthworks being undertaken in a penguin area.	Arahura	Landowner visited and advised about coastal earthworks rules.
Whitebaiting	Complaint about an authorised stand relocation.	Black River	Site visit undertaken and rules explained to Consent Holder.
Earthworks	Complaint about unauthorised flood protection works.	Hokitika	Site visit undertaken and works considered to meet regional rules.

Whitebaiting	Complaint about paint on rocks and disused cars.	Mokihinui	Still under investigation.
Stormwater	Complaint about stormwater ponding on front lawn.	Runanga	Site visit undertaken and advice given to landowner.
Rubbish Dumping	Complaint about rubbish dumped in the Hohonu River.	Kumara	Site visit undertaken. Rubbish had been dumped on land away from the river – referred to Westland District Council.
Rubbish Dumping	Complaint about historic dumpsite in Totara Valley.	Totara Valley	Department of Conservation notified after site visit established that the dump was on its estate.
Earthworks	Complaint about oil leak after power pole installation.	Omoto	Site visit undertaken. 'Problem' attributed to a naturally occurring iron-rich seep.
Gravel Extraction	Complaint about gravel extraction	Ngakawau	Site visit undertaken and contractor spoken to and advised to obtain a consent.
Earthworks	Complaint about Nelson Creek running dirty.	Nelson Creek	Cause not found during site visit.
Carcass	Complaint about animal carcass on riverbank.	Marsden	Site visit revealed that the carcass was not contaminating water.
Gold Mining	Complaint about creek running dirty.	Hokitika	Site visit revealed that the discolouration of the creek was caused by sediment from consented creek diversion works.
Gold Mining	Complaint about New River running dirty.	Camerons	Cause not found during site visit.
Construction Works	2 complaints about creek running dirty.	Fairdown	Site visit revealed that incident was associated with a culvert installation. Formal enforcement action not warranted.
Coal Mining	Complaint about Ford Creek running dirty	Blackball.	Still under investigation.
River Works	Complaint about rock groynes in New River.	Marsden	Still under investigation.
River Works	Complaint about culvert destroyed in flood event.	Greymouth	Landowner contacted and advised of rules associated with culvert installation.
Whitebaiting	Complaint about historic whitebait stand issue.	Waitaha	Still under investigation.
Earthworks	Complaint about creek running dirty.	Fairdown	Still under investigation.

Earthworks	Complaint about riparian margin damage.	Barrytown	Still under investigation
Milk Spill	Tanker accident causing milk to spill.	Hauptiri	Still under investigation
Loud Noise	Explosion reported at Nine Mile.	Nine Mile	Cause uncertain, but may have been related to a natural event.
Discharge to Air	Complaint about plastic being burnt.	Jacks Road	Site visit undertaken. No evidence of burning found.
Gold Mining	Complaint about dirty water in Mikonui Lagoon.	Ross	Site visit undertaken. Activity was complying with resource consent at time of inspection.

Formal Enforcement Action

One abatement notice was issued in relation to a slink skin operation in Karamea for an unauthorised discharge of contaminants to land where it may enter water.

MINING

Work Programmes

The Council received the following 12 work programmes during the last reporting period, all of which were processed in the 20 day timeframe. However, some of them were not accepted due to the consent bonds for the mining operations not being in place (shown in *italics*).

Date	Mining Authorisation	Holder	Location
19/10/11	CML37159	Solid Energy	Strongman
28/10/11	RC04290	G Hobbs	Nelson Creek
<i>28/10/11</i>	<i>RC04161</i>	<i>Hardrock Mining & Development</i>	<i>Greenstone</i>
<i>1/11/11</i>	<i>RC11054</i>	<i>C Hopper</i>	<i>Nemona</i>
3/11/11	RC09037	D Russ	Waimea
11/11/11	RC99001	Goldsouth	Greenstone
14/11/11	RC01287	G J Cooper	Stafford
<i>15/11/11</i>	<i>RC11186</i>	<i>Teronick Mining</i>	<i>Cronadun</i>
16/11/11	RC11117	Notown Gold	Notown
19/11/11	CML37175	Solid Energy	Spring Creek
30/11/11	RC10078	M Christiansen	Buller Gorge
30/11/11	RC09030	Crescent Creation	Stafford

Bonds Received & Bond Releases

The following four mining bonds were received during the reporting period:

Mining Authorisation	Holder	Location	Amount
RC05232	Gold Mining Rimu	Rimu	\$12,000
RCN99167	Roberts Mining	Springs Junction	\$5,000
RC11117	Notown Gold	Notown	\$6,000
RC11088	Solid Energy	No 2 South Cutback Stockton	\$105,000

The following 5 bonds are recommended for release. Those in *italics* have been replaced by new bonds.

Mining Authorisation	Holder	Location	Amount
RC99018	Burdon Mining Partnership	Blackwater	\$60,000
<i>RCN99167</i>	<i>Roberts Mining</i>	<i>Springs Junction</i>	<i>\$5,000</i>
<i>RC05232</i>	<i>Gold Mining Rimu</i>	<i>Rimu</i>	<i>\$8,000</i>
RC06242	L Sopp	Stafford	\$5,000
RC07186	Phoenix Mining	Granville	\$6,000

OIL SPILL RESPONSE

The Council continued to provide support to the Rena operation in Tauranga, with Council staff helping in the Operations and Planning Sections.

We have advised Maritime New Zealand that Council staff are available to help throughout December and January should they be needed.

RECOMMENDATION

1. *That the December 2011 report of the Compliance Group be received.*
2. *That Council release the bonds held for Resource Consents RC99018, RCN99167, RC05232, RC06242 and RC07186.*

Colin Dall
Consents & Compliance Manager

COUNCIL MEETING

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, 13th December 2011** commencing on completion of the Resource Management Committee Meeting.

A.R. SCARLETT
CHAIRPERSON

C. INGLE
CHIEF EXECUTIVE OFFICER

<u>AGENDA NUMBER S</u>	<u>PAGE NUMBERS</u>	<u>BUSINESS</u>
1.		APOLOGIES
2.		PUBLIC FORUM
3.		MINUTES
	1 – 6	3.1 Minutes of Council Meeting 7 November 2011
4.		REPORTS
	7 – 15	4.1 Planning & Environmental Manager's Report on Engineering Operations
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	93 - 119	4.2.2 Audit Management Report for Year to 30 June 2011
	120 – 127	4.2.3 Four Month Review 1 July 2011 – 31 October 2011
5.		CHAIRMAN'S REPORT
5.1	128 – 130	Meeting with Auditor General
6.0	131	CHIEF EXECUTIVE'S REPORT
7.		GENERAL BUSINESS

3.1

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THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD ON 7 NOVEMBER 2011, AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 11.15 A.M.

PRESENT:

R. Scarlett (Chairman), B. Chinn, A. Robb, T. Archer, D. Davidson, A. Birchfield, I. Cummings

IN ATTENDANCE:

C. Ingle (Chief Executive Officer), M. Meehan (Planning and Environmental Manager), C. Dall (Consents & Compliance Manager), T. Jellyman (Minutes Clerk)

1. APOLOGIES:

There were no apologies.

2. PUBLIC FORUM

There was no public forum.

3. CONFIRMATION OF MINUTES

Moved (Birchfield / Robb) *that the minutes of the Council Meeting dated 11 October 2011, be confirmed as correct.*

Carried

Matters arising

There were no matters arising.

REPORTS:

4.1 ENGINEERING OPERATIONS REPORT

M. Meehan spoke to his report advising that the new Whataroa Rating District was formed at the October Council meeting. He advised that the new rating district would undertake emergency works 1.5kms down from the State Highway Bridge. M. Meehan advised that the inaugural meeting was held on the 13th of October with both Crs Chinn and Davidson present. M. Meehan advised that a committee was formed at this meeting to oversee the works in consultation with Council's River Engineer. M. Meehan advised that the River Engineer has met with members of the rating district on site to discuss these works. M. Meehan advised that prior to the meeting Council invited tenders for the works so that once the decision from the rating district is to hand then works can proceed. M. Meehan advised that the successful tenderer was Westland Contracting Ltd. M. Meehan advised that the rating district has made some minor alterations to the proposed works with some capital works included and some excluded. M. Meehan reported that all rating district meetings were held during October.

M. Meehan advised that there are now reasonable volumes of rock in council quarries now with the emergency stockpile of rock in the Whataroa quarry inspected by Crs Chinn and Davidson during their visit to Whataroa for the rating district meeting.

Moved (Robb / Davidson) *that this report be received.*

Carried

4.1.2 SALTWATER CREEK NEW RIVER OPINION SURVEY RESULTS

M. Meehan spoke to this report advising that in December last year an intense rainfall event caused flooding in New River and Saltwater Creek. He stated that as a result of this flood an opinion survey was sent out to all potential ratepayers in this area. M. Meehan reported that five options were given in the opinion survey with the majority of respondents choosing option 1 to 4, which includes the clearing out the outlet of Saltwater Creek and New River at its current location. M. Meehan reported that there was little support for options 3 and 4, which were to construct a wall to protect the hotel, school and other properties. M. Meehan reported that option 5 was to let New River out down south, which attracted some support. M. Meehan advised that the response rate was 36%, which is a reasonable response from 600 ratepayers. 25% of respondents would like the bund at the mouth to be maintained. M. Meehan advised that there were a lot of comments made by respondents which are included in the report with some people stating that they felt they should not have to contribute to the scheme as they felt that there were no flooding impacts on their property. M. Meehan advised there were also comments around environmental concerns. M. Meehan advised there was concern with runoff from the subdivisions and some forms were returned with no option selected and these people felt that they shouldn't be paying extra rates and the money should be taken out of general rates or from Grey District Council contributions. M. Meehan advised there was also concern over Class A and Class B properties as some felt that Class B had little bearing on this single flood. M. Meehan explained the three recommendations to the meeting.

Cr Davidson stated this was not a yes / no opinion survey on whether or not the community wants a rating district. M. Meehan stated that there was no yes / no option as they were given five options to consider. C. Ingle advised that the need for a rating district was implied, as the letter title referred to forming a rating district, and in the letter a sheet was attached which explained how rating districts function. C. Ingle stated that Councillors need to consider whether or not this response rate is enough for Councillors to go on. C. Ingle stated that the he, Crs Robb and Birchfield attended a meeting at Camerons where there were people asking some very good questions. C. Ingle advised that costs for option 1 will be fairly small for most ratepayers and he feels that this may well be the reason why there was not a huge response rate as people might have felt that the cost was not much at all. Cr Davidson drew attention to Council's policy where there is a percentage of support required prior to a rating district going ahead. It was noted that this is only a guideline and not a policy.

Cr Cummings stated that the wall needs to be maintained as it could cost \$300,000 to put it back in place. C. Ingle advised that the reason that the survey was done was to specifically separate the regular clearing of the mouth, from maintaining the bund. C. Ingle stated that the results for option 1 versus option 2 show that most people prefer option 1 and not maintaining the bund. M. Meehan stated that there is support to clear out the outlet but not to maintain the bund. M. Meehan advised that for option 1, for a \$300,000 property in Class B, the rate works out to be less than \$2.00 per year but options 2, 3 and 4 are a lot more expensive.

Cr Archer stated that in terms of the final analysis of the submissions his understanding is that options 1,2 and 3 have been added together and say that they support the periodic clearing of outlet of Saltwater Creek and New River, he asked does this mean that 44% under option 1 do not support maintaining the bund at the mouth. M. Meehan responded that the people who supported options 2,3 and 4 supported clearing out the outlet of Saltwater Creek and New River as well, at its current location, but they also elected to add additional things onto this such as the bund wall. M. Meehan stated that effectively there are 70% who support the clearing of the outlet and 25% who want to do additional things as well. Cr Archer stated that in terms of interpreting the submissions 44% of those in favour of clearing the outlet do not support maintaining the bund. C. Ingle and M. Meehan agreed with Cr Archer's comments. Cr Archer asked if the letter sent to the community talked about people who are discharging storm water are also contributing to the effects of flooding. C. Ingle responded that the Bob Reid report was not circulated to the community but he advised that letter did state that the proposed rating district A & B classifications were based on a beneficiary and exacerbating assessment. Cr Archer suggested that recommendation three is changed and that Paroa School is deleted and replaced with the Ministry of Education as the school property funding is at the whim of the Ministry.

Cr Archer asked if the agencies referred to in recommendation three elect not to contribute then what impact would this be likely to have on other ratepayers. C. Ingle responded that the figures circulated assume that Council would not get any contributions from anyone else. C. Ingle stated that if the agencies agreed to pay then the cost to ratepayers would come down. Cr Scarlett asked if the agencies concerned have been asked to contribute to a certain level. M. Meehan advised that NZTA do contribute to other rating districts, and the area of land around the school could be worked out and a suggestion for their contribution could be made as if it were a ratable property.

Cr Cummings stated that if the bund and sea wall were not maintained then they would be back to where they were last year. C. Ingle stated the maintenance of the wall and bund could be the topic of the first rating district meeting. He stated that at the moment the District Council maintains the wall and bund with an NZTA subsidy which is probably the most cost effective way in the short term. C. Ingle stated that after a period of time, once the structure has settled down then the rating district could be asked to take over the maintenance. C. Ingle advised that there needs to be further discussion on this matter but he feels that the open survey results do give mandate to make the decision to form a rating district and to keep the mouth open but that is all at this point. Cr Birchfield stated that a lot of people who responded to the opinion survey don't realise how important the bund is in keeping the mouth open. Cr Birchfield stated that it would be a waste of time doing anything unless the bund is maintained. Cr Birchfield stated that he supports maintaining the existing outlet where it is. Cr Scarlett suggested that a letter is written to the community advising them of the first rating district meeting to let them know that this is a very important meeting and that decisions will be made at this meeting. Cr Scarlett stated that there needs to be as many people as possible at the first meeting of the rating district so that whatever decision is made it can then be said that there was a fair representation. Cr Archer stated that timing is important in case the mouth should block or the bund needs attention. C. Ingle advised that in the interim Grey District Council are maintaining the mouth and the bund. C. Ingle stated that an important point in recommendation number 2 is that further consultation occurs through the Long Term Plan process, which will allow the community to have another chance to make a submission and come to the hearing and talk to Councillors about the implications of the new rating district.

Moved (Archer / Cummings)

1. *That Council receives the results of the Saltwater Creek / New River proposed rating district opinion survey, and the comments made.*
2. *That Council notes the preference of the community to retain the river mouth at its current location, and brings that preference forward into the Proposed Long Term Plan to be released for consultation in early 2012; by stating in the Long Term Plan the intention of Council to form a new Rating District to fund periodic river mouth clearance works.*
3. *That Council writes to Grey District Council, New Zealand Transport Authority, Ministry of Education and the Department of Conservation seeking suitable annual financial contributions in lieu of rates, towards the proposed rating district mentioned above.*

Carried

4.2 CORPORATE SERVICES MANAGER'S REPORT

C. Ingle spoke to this report in R. Mallinson's absence. C. Ingle drew attention to the overall surplus of \$318,000 and noted that this is despite the portfolio losses over August and September. C. Ingle advised that R. Mallinson is hopeful that the portfolio losses will be recouped over October.

C. Ingle advised that Council is in positive budget variances in terms of general rate funded activities also.

C. Ingle advised that the replacement of core financial systems has been budgeted for and has gone well.

Moved (Archer / Chinn) *that this report be received.*

Carried

4.2.1 SETTING OF RATE FOR NEW WHATAROA RATING DISTRICT

C. Ingle spoke to this report and advised at the October council meeting council resolved to form the Whataroa special rating district. He advised that council was required to give 14 days notice in the newspapers of its intention to strike a rate for the emergency works. Cr Chinn stated that an interesting point arose in the process of forming the Whataroa rating district. He advised that because the rate is set based on capital value the capital value for those in the blue area (Class B) will grow faster than those in the red area (Class A) as those in the blue area are further away from the river. Cr Chinn stated

that it would be worthwhile noting this as the same situation could apply for the Saltwater Creek New River area.

Moved (Robb / Cummings)

That Council set a rate for the new Whataroa Special Rating Area for \$100,000 + GST for the 2011/12 rating year, as follows;

Classification	Estimated Rateable Capital Value	Factor per \$ of Capital Value (GST inclusive)	Estimated to yield
A	\$22,331,000	0.0026106	\$58,297
B	\$32,581,000	0.0017404	\$56,703
Total			\$115,000

That there be two instalments:

- The first instalment will be due on 15 November 2011 with a 10% penalty date of 20 December 2011 as per sections 57 and 58 of the LGRA 2002.*
- The second instalment will be due on 1 March 2012 with a 10% penalty date of 20 April 2012 as per sections 57 and 58 of the LGRA 2002.*
- A further 10% penalty will be charged on all accumulated rate arrears as at 1 July 2012.*

Carried

4.2.2 SCHEDULE OF MEETING DATES FOR 2012

Cr Scarlett asked if there are any problems with the dates for next year's meeting. Cr Archer would prefer the February meeting to be bought forward to the 7th of February and the September meeting to be bought forward to the 4th of September. C. Ingle advised that this would be the first Tuesday of the month for the February and September meeting. Cr Birchfield requested that the November meeting date be changed from the 13th of November to Monday the 12th of November.

Moved (Robb / Birchfield) *That Council adopt the 2012 Schedule of Meeting Dates with the above changes made.*

Carried

5.0 MEETING WITH THE AUDITOR GENERAL

Cr Scarlett spoke to this report and requested that it be deferred to the next meeting as some Councillors wish to research this further. Cr Scarlett stated that this report is as a result of a recent meeting with the Auditor General. Cr Scarlett advised that the Auditor General's report on prosecution states that prosecutions are to be free from actual perceived political bias. Cr Scarlett stated that most councils in New Zealand delegate prosecutions and it was with this in mind that this paper was put together. Cr Scarlett stated that he has had a look at the prosecution guidelines of Crown Law and they say, "that in practice in New Zealand the independence of the prosecution refers to freedom of political or public pressure. All Government agencies should ensure wherever it is reasonable practical to do so, that the initial prosecution decision by legal officers independent from the other branches of the agency in acting in accordance with these guidelines". Cr Scarlett read that Crown Law states, "that it is the expectation of the law offices that all government agencies with prosecution functions will create a minimum decision making structures to ensure that prosecution decisions and practice are in accordance with these guidelines". Cr Scarlett stated that with this in mind he would like to defer this matter until next month for further discussion. Cr Archer asked if there was a compelling and substantive reason for deferring. Cr Scarlett stated that this has information has only been out for about three weeks and people want to have a closer look at it.

Moved (Davidson / Cummings) *That Council defer the discussion on the agenda paper titled "Meeting with the Auditor General" until next month's Council meeting.*

6.0 CHIEF EXECUTIVES REPORT

C. Ingle spoke to his report. He advised that he attended a very useful Civil Defence Controllers meeting in Wellington recently. C. Ingle stated he was very pleased to see that controllers from all three of the West Coast's district councils also attended. He advised that discussion took place on how the Canterbury earthquakes were managed. C. Ingle advised that Ministry of Civil Defence personnel told him that the civil defence arrangements on the West Coast are very good and that we are very well organised. C. Ingle stated that this was very pleasing to hear.

C. Ingle advised that he and R. Mallinson have been working on Council's Long Term Plan with R. Mallinson working on the financial side and C. Ingle has been looking at the overview of this Plan. C. Ingle advised that one of the TAFM changes to the Local Government Act changes the definition of the words "community outcomes". He advised that this change means that Councils are no longer required to have community outcomes that don't relate to the things we do as part of council functions. C. Ingle advised that the current Long Term Plan has things like health and education and identity, he is recommending that these three community outcomes are taken out of the new Long Term Plan, but retaining economy, environment and safety. C. Ingle stated that the six community outcomes will come down to three, these changes will make council more focussed on the things that they actually have some influence on. C. Ingle advised that these matters would be discussed in depth at the workshop to be held later in the year. Cr Archer agreed with C. Ingle and stated that councils were consulting on matters that were not in their mandate to decide on anyway.

Cr Chinn asked C. Ingle what was discussed at the Chief Executive's Environmental Forum held recently in Wellington. C. Ingle responded that the Envirolink scheme that he is involved with was discussed in particular the presentation of the new regional council science strategy, which is trying to focus the spending of government money on science projects that are more related to the work that regional councils do such as environmental and hazards work. C. Ingle advised that this has been successful with presentations being made to chief executives of government departments and this has now filtered down to departmental deputy secretaries and departmental managers as well. C. Ingle advised that this forum is also preparing for changes with the new government that is coming in and briefings for incoming ministers are also being prepared. He advised that new National Environment Standards were also discussed as to how these are rolled out and if there are issues that regional councils need to tell government officials about so that these can be resolved. C. Ingle stated that this is a very useful forum.

Moved (Birchfield / Archer) *that this report be received.*

Carried

7.0 CHAIRMANS REPORT (VERBAL)

Cr Scarlett reported that he met with the Auditor General on the 13th of October. He stated he was impressed with Mrs Provost. He stated that the audit of environmental matters was discussed at this meeting. Cr Scarlett advised that the purpose of these audits is to ascertain whether or not councils have done what they said they would do in their LTP and annual plans, including actions and outcomes relating to water quality. Cr Scarlett advised that her Office's views on the decisions around prosecutions. Cr Scarlett stated that this was a very good meeting and it is hoped that the Auditor General will visit all West Coast Councils once a year. Cr Scarlett stated that he and N. Costley attended the hearing on the Draft Canterbury Regional Land Transport Strategy. Cr Scarlett stated that they told the Hearing that they have been there three times before, they offered R Funding and stated that this council wants to alter the wording in their strategy to accommodate the fact that funding could be applied to support the realignment of State Highway 73 between Rough Creek and Mingha Bluff. Cr Scarlett stated that it was difficult to get a feel as to whether or not this funding would be approved. He stated that this council has been persistent and that we will keep chipping away until something is done about this stretch of highway.

Cr Scarlett reported that he attended the Zone 5 meeting on the 1st of November. He stated that there was a presentation made by Civic Assurance who are seeking a boost in capital of around \$6M to bring their balance sheet back up to \$17M. Cr Scarlett stated that New Zealand is a very small market and it is going to take a long time to recover. Cr Scarlett stated that it is very obvious that insurance rates are going to go up. Cr Birchfield commented that the visit from the Auditor General needs to be kept in perspective. He stated that the Auditor General is unelected and in another few years she will probably

have moved on and she does not have the interest at heart of the West Coast. Cr Birchfield stated that Councillors are elected to represent the people of the West Coast and their interests and council should not let themselves be bullied or pushed around by an unelected bureaucrat. Cr Birchfield stated that it is up to us how we look after the area and the environment and the people.

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

Carried

GENERAL BUSINESS

Cr Cummings asked if there would be a problem if people north of Saltwater Creek wanted to construct their own protection wall. C. Ingle advised that they could, but that a resource consent would be required. He noted that people at Camerons were concerned that such works might push the water their way, and this would need to be looked at. Cr Robb stated that it is an option in any rating district for people to do their own work but they need to abide by the rules.

There was no general business.

The meeting closed at 12.02 a.m.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 13 December 2011
Prepared by: W. Moen – River Engineer and Paulette Birchfield – Engineering Officer
Date: 30 October 2011
Subject: **ENGINEERING OPERATIONS REPORT**

RIVER AND DRAINAGE INSPECTIONS

- Waiho River – G. Tripe - Inspection
- Whataroa RD – Supervision / Inspection
- Waitangitaona RD - Inspection
- Grey, Ahaura, Big Grey , Taramakau Rivers – Flooding Flight

WORKS COMPLETED & WORKS TENDERED FORWhataroa Rating District.

This work involving the placing of 4,266 tonnes of rockwork, has been completed by Westland Contractors Ltd at a cost of \$ 89,386.50 (G.S.T. Exclusive).

Waitangitaona Rating District

This work involving the placing of approximately 1,500 tonnes of rock and 500 tonnes of rubble, was tendered.

Four tenders were received, with the successful tender of \$38,970 accepted from Westland Contractors Ltd.

FUTURE WORKS

- Taramakau Rating District
- Karamea Rating District
- Nelson Creek Rating District
- Coal Creek Rating District

FLOODING INSPECTION – 21 NOVEMBER 2011

On 21 November 2011, an aerial inspection was carried out to ascertain potential damage in the Grey River, Ahaura River, Big Grey River, Haupiri River and the Taramakau River. The inspection was undertaken during the event to view the effects of the flooding on the various catchments and relay this information through to our flood and engineering teams and also Grey District Council Civil Defence.

Survey work is underway to accurately record flood levels and channel characteristics in the Coal Creek to Greymouth section of the Grey River, in order to gain an accurate correlation between flood levels on the Greymouth Floodwall and the Grey River channel.

Photos of various areas are attached for your information.

Some damage has occurred as a result of this event and potential remedial works will be required in the Coal Creek, Nelson Creek and Taramakau River rating districts.

Extensive damage has been caused to many private works in the Grey River catchment.



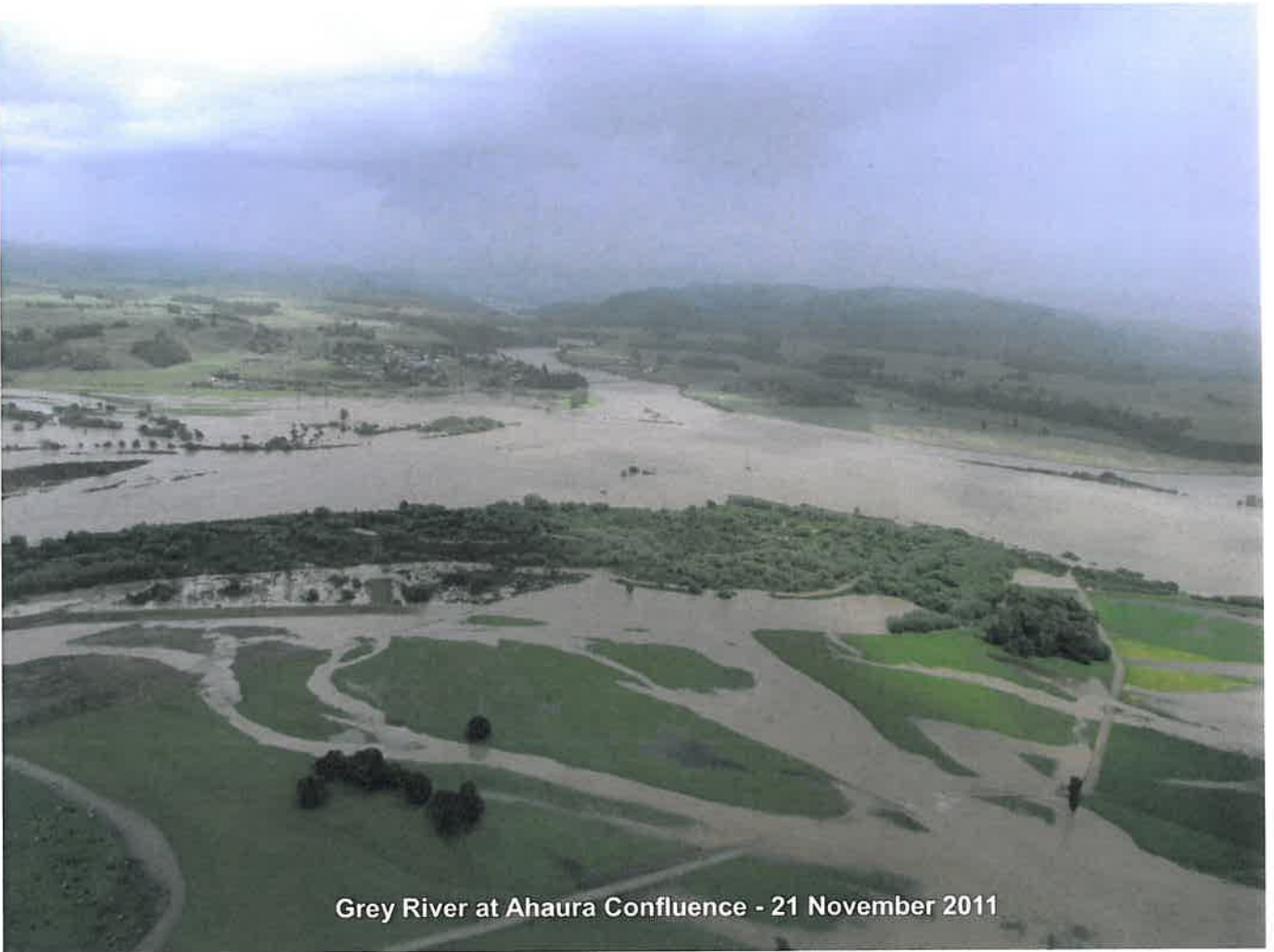
Totara Flat - Stopbank Breach and Rail Undermining - 21 November 2011



Ahaura - 21 November 2011



Coal Creek - 21 November 2011



Grey River at Ahaura Confluence - 21 November 2011



Grey River at Arnold River Outlet- 21 November 2011



Grey River - Stopbank Breach 21 November 2011



GREY RIVER - GREYMOUTH TOWN - 21 NOVEMBER 2011

Quarry Work Permitted Since 24 October 2011

Quarry	Contractor	Tonnage Requested	Permit Start	Permit Finish
Whataroa	Westland Contractors Ltd	5,000	27 October	27 November
Camelback	Westland Contractors Ltd	250	27 October	27 November
Blackball	GH Foster Contracting	1,000	15 November	20 December
Kiwi	Paul Steegh Contracting	500	22 November	2 December
Kiwi	GH Foster Contracting	1,000	22 November	9 December

Approximate rock in quarry as at 25 November 2011 (in tonnes)

Quarry	Rock Available	Emergency Stockpile
Blackball	400	
Camelback	1,000	2,000
Inchbonnie	10,000	
Kiwi	500	NA
Whataroa	2,000	4,000
Okuru	1,500	-

RECOMMENDATION

That the report is received

Michael Meehan
Planning and Environment Manager

4.1.2

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
Prepared by: Michael Meehan – Planning and Environmental Manager
Date: 2 December 2011

Subject: **ADOPTION OF MINUTES FROM THE RATING DISTRICT ANNUAL MEETINGS**

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

The minutes contain recommendations from the Rating Districts with regard to the level of rating they endorse for 2012/13.

These recommendations will be included in our 2012/13 Long Term Plan and will be formally set as part of that Long Term Plan process.

RECOMMENDATION

That the minutes be received and adopted.

Michael Meehan
Planning and Environmental Manager

THE WEST COAST REGIONAL COUNCIL

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MINUTES OF THE ANNUAL MEETING OF THE
INCHBONNIE RATING DISTRICT
HELD AT WARWICK GAULT'S RESIDENCE
ON 10 OCTOBER 2011, COMMENCING AT 10.20 AM.

PRESENT

W. Gault, J. Keeney, D. Shaffrey

IN ATTENDANCE

West Coast Regional Council

I. Cummings, A. Birchfield (Councillors)

M. Meehan, W. Moen, T Jellyman (Staff)

APOLOGIES

A. Robb, G. Rooney, P. Berry, R. Adams

W. Gault / J. Keeney - Carried

BUSINESS

A. Birchfield opened the meeting and welcomed those present.

He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual Meeting held on Monday 13 September 2010, be adopted as a true and correct record of that meeting."*

J. Keeney / W. Gault - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He advised the loan account has a current balance of \$82,877.35 and the rating district account has a current credit balance of approximately \$43,556.33, which includes \$9,000 of Grey District Council's contribution for the work done by MBD Contractors. D. Shaffrey commented that a very good job was done of the spraying of the stopbank.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

D. Shaffrey / J. Keeney - 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 2010 to 30 June 2011 and advised that \$27,654 worth of works were carried out during the reporting period. W. Moen carried out an inspection on the 11th of July 2011 and as a result of this inspection no works were identified but W. Moen advised that he has allowed \$20,000 for unforeseen work.

Cr Birchfield commented that it is good to see that there is some money in the kitty now. W. Gault stated that there is some slumping where the river is coming in near the Orangipuku River, which could do with some topping. It was agreed that there is no need for aerial spraying this year.

Benny joined the meeting. He took the opportunity bringing the frozen fish that he had stored in his freezer to show M. Meehan. He asked M. Meehan if he wished to take the fish for analysis. Benny believes that this fish may be a perch and it was discovered in the creek near Rothery's house. Benny was taking the cows across the creek and one of them stood on the fish and killed it. Benny put the fish in Warwick's freezer. Consideration is being given to donating the fish to NIWA or Fish and Game for scientific purposes.

RECOMMENDATION

1. That the Works Report covering the 2010 / 2011 financial year be adopted.

2. That the 2011 / 2012 works proposals be approved.

D. Shaffrey / J. Keeney – Carried

RATES 2012 / 2013

W. Moen advised a rate of \$40,000 was struck last year and he is proposing that the rate strike is \$40,000 again this year. W. Moen advised that he feels that \$65,000 is not a lot in the kitty should there be a major event requiring emergency works. He advised that should there be a major event then hopefully the Grey District Council would contribute a 50% share. It was noted that with there being no aerial spraying needing to be paid for this would result in less expenditure for the rating district for the coming year. It was agreed that the aerial spraying could be done every two years. D. Shaffrey stated that he is comfortable with a rate strike of \$20,000.

Moved: ***"That the recommended rate strike for the 2012 / 2013 financial year is \$20,000 GST Excl."***

D. Shaffrey / J. Keeney - Carried

ELECTION OF OFFICERS

It was agreed that the status quo would remain.

Moved: ***"That W. Gault be re-elected as the spokesperson for the Inchbonnie Rating District for the 2011 / 2012 financial year and the committee consists of all members present."***

D. Shaffrey / J. Keeney - Carried

GENERAL BUSINESS

W. Gault suggested that he and W. Moen inspect the rock groyne at the scheme's top boundary, which is this side of the Grey District Council works. W. Gault stated that the river is over topping in this area and a top up of rock might be required but the groyne below this area is more important and he would like this area inspected soon.

Cr Birchfield commented that the valley is looking very tidy these days.

Discussion took place on the quarry. Cr Birchfield stated that all of council's quarries have been very busy since Christmas. D. Shaffrey asked if there is much more work needing to be done in the Inchbonnie quarry. M. Meehan responded that the top corner is yet to be worked. M. Meehan explained council's plan to build up rock supplies in all council quarries, it is hoped that most quarries will have a stockpile of 5,000 tonne on the floor and 5,000 stockpiled.

J. Keeney requested that contractors are asked to ensure that the road is restored following work in the quarry.

There being no further business, the meeting closed at 10.40 a.m.

Action Point:

- Ensure that contractors are asked to ensure that the road is restored following work in the quarry.
- W. Moen and W. Gault to inspect the rock work near the schemes top boundary.

**MINUTES OF THE ANNUAL MEETING OF THE
TARAMAKAU RATING DISTRICT
HELD AT MURRAY STEWART'S RESIDENCE
ON MONDAY 10 OCTOBER 2011, COMMENCING AT 1.35 PM.**

PRESENT

M. Stewart, A. Stewart, D. Groot, S. Langridge, M. Dyke, B. Smart

IN ATTENDANCE

West Coast Regional Council
I. Cummings, (Councillor)
M. Meehan, W. Moen, T Jellyman (Staff)

APOLOGIES

Cr Robb, Cr Birchfield, J. Stewart, R. McCarthy, P. Stevenson

S. Langridge / A. Stewart - Carried

BUSINESS

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

Moved: *"That the minutes of the previous Annual Meeting held on 13 September 2010, be adopted as a true and correct record of that meeting."*

D. Groot / S. Langridge - Carried

MATTERS ARISING

M. Stewart drew attention to page 1 of the minutes where it says 11,000 tonne of rock was required. This is should have read 1,100 tonne of rock.
S. Langridge drew attention to the page 2 of the minutes where the shifting of rock from the stockpile out onto the river should be charged out at an hourly rate. There had been discussion on hourly rate versus contracting pricing. W. Moen advised that the hourly rate had been used for Paul Steegh Contracting earlier in the year but this is still managed on a case by case basis, as sometimes it can be difficult to get contractors especially for emergency works.

FINANCIAL REPORT

W. Moen advised the opening balance was -\$1,733.73 and the closing balance is \$7,948.71. W. Moen advised that \$100,000 came into the account from rates but \$137,138.75 went out in contractor's costs. He advised that most of the costs to contractors was as a result of the December heavy rainfall event.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

S. Langridge / D. Groot – Carried

MATTERS ARISING

There were no matters arising from the financial report.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period from 1 July 2010 to 30 June 2011. W. Moen advised that he carried out an inspection during July and as a result of this inspection it was agreed that the Hook Groyne would be raised, he advised that the cost was estimated at \$70,000 but it came in at \$45,600. He advised that a new deflector is to be put in at Dymac Farms and the cost estimate for this is around \$60,000. W. Moen advised that he has allowed an additional \$20,000 for unforeseen works. He advised that the total cost for estimated works is approximately \$125,000. Discussion took place on the length of the new deflector and it was agreed that this is less than 80 metres. W. Moen advised that this will be surveyed prior to the job starting. W. Moen advised that there would be \$60,000 coming into the account from the rate strike. D. Groot stated that it had been previously agreed that the new deflector would be put in once the willows have been removed from this area. He stated that there has been no water in this part of the river for the past three months. W. Moen advised that the rating district needs to decide whether or not they wish to go ahead with this work. It was agreed that it would be cheaper to do this work sooner rather than later. W. Moen advised that a resource consent is needed for this. It was agreed that W. Moen would get the consent process underway to raise the stopbank to a 400 year flood event standard as set out in the Good Earth Matters design report. M. Stewart requested that W. Moen circulate the plan for the upgrade prior to work commencing. Discussion took place on what requirements the consent should contain. M. Meehan advised that the consent would allow for minor variations so long as there is not an affect on any other property owner. It was agreed that a separate consent application for the new deflector at Dymac Farms would be applied for.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

M. Dyke / D. Groot – Carried

RATES 2012 / 2013

W. Moen advised that with the proposed works and the rate of \$60,000, which is being collected now, the balance in the rating district account at the beginning of the 2012 / 2013 year is likely to be in deficit by \$65,000 and not \$86,000. This is due to the reduced cost for the raising of the hook groyne. W. Moen voiced his concern that the rating district is not striking a high enough rate to cover the works that they are doing. W. Moen advised that he is recommending a rate strike of \$100,000 for the 2012 / 2013 financial year. M. Stewart reminded W. Moen of the agreement this rating district has in place where they pay for emergency works if and when they need to. M. Stewart stated that history shows that this system works for this rating district. S. Langridge stated that there has been no issue with this system as everyone is in agreement with it. Discussion took place and it was agreed that the rate strike would be \$80,000.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$80,000 (GST Excl)."

D. Groot / S. Langridge - Carried

ELECTION OF OFFICERS

T. Jellyman stated that traditionally all ratepayers in the rating district are members of the committee. D. Groot nominated S. Langridge as spokesperson in the interests of rotating this role.

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

D. Groot/ M. Dyke – Carried

Moved: *"That S. Langridge be elected as Spokesperson for the 2011. 2012 financial year".*

D. Groot / M. Dyke – Carried

Moved: *"That A. Stewart be appointed as Deputy Spokesman for the 2011 / 2012 financial year."*

D. Groot / S. Langridge – Carried

GENERAL BUSINESS

Cross Sections: W. Moen gave a summary of the cross sections on the Taramakau River, which were resurveyed in January 2011 with a comparison analysed between June 2009 and January 2011. He stated that there is a general build-up in the area from the bottom end of the stopbank to the lower gorge, and erosion immediately upstream for 4 cross sections, another build-up at the section opposite the culverts, and erosion immediately upstream to above the Hook (a significant erosion area in the general Hook area) and a small build-up to the upstream end of the scheme.

This equates to an overall depletion of 406,650 cubic metres of gravel over the last 19 month period. W. Moen stated that this is attributed to the fact the hook is narrowing down the channel of the floodwaters and the river is sluicing through this area and this is causing the erosion. W. Moen advised that the cross section information gives the rating district good information on what is happening in areas. A. Stewart asked for previous information on what has happened with cross sections over the last 10 years as this gives a history of what is happening now.

M. Stewart stated that the schoolhouse is paying a rate of around \$3 or \$4 and he feels that there is little point in them being in the rating district. W. Moen that to eliminate the schoolhouse from the rating district there may need to be a reclassification of the rating district so that a nil rate could be put in place. M. Meehan asked the meeting if they were all in agreement that the schoolhouse be removed from the rating district. All present confirmed that they are happy with this decision. M. Meehan agreed to follow this matter up with the Corporate Services Manager. S. Langridge stated that the schoolhouse was excluded from paying rates when it was operational and owned by the Ministry of Education.

There being no further rating district business to be discussed, the meeting closed at 2.17 pm.

Action Points:

- W. Moen to get the consent process underway to raise the stopbank to a 400 year flood event standard as set out in the Good Earth Matters report.
- W. Moen to circulate the plan for the stopbank upgrade prior to work commencing.
- W. Moen to apply for a separate consent application for the new deflector at Dymac Farms.
- W. Moen to give cross section information from the last ten years to A. Stewart.
- M. Meehan to liaise with Corporate Services Manager on how best to exclude the schoolhouse from the rating district.

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE
RED JACKS CREEK RATING DISTRICT
HELD AT NGAHERE FIRE STATION
ON 10 OCTOBER 2011, COMMENCING AT 4.35 PM.

PRESENT

R. Norris, R. McLaughlin, J. Matthews, A. Osborne, G. McLaughlin (late)

IN ATTENDANCE

West Coast Regional Council
I. Cummings, A. Birchfield, A. Robb (Councillors)
M. Meehan, W. Moen, T. Jellyman (Staff)

APOLOGIES

C. Levy, Cr Robb

R. Norris / R. McLaughlin - Carried

BUSINESS

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

Moved: *"That the minutes of the previous Annual Meeting held on 13 September 2010, be adopted as a true and correct record of that meeting."*

R. Norris / R. McLaughlin - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the period ending 30 June 2011. He advised that at the start of the financial year there was \$27,272.38 in the account and as of the end of June this year the balance was \$22,597.42.

R. McLaughlin drew attention to the \$5,500 spent on W. Moen's time. She requested that W. Moen's time to be itemised, hour by hour, so that the rating district can see what time is spent on each job. M. Meehan advised that this can be done and will be done for next year. M. Meehan clarified that this cost relates to the emergency works initiated by Grey District Council and with NZTA. M. Meehan advised OPUS, on behalf of NZTA, have put in a Resource Consent application to cover these works. He advised that this rating district is an affected party and a report is awaited on this matter. R. McLaughlin stated that those who caused the problem in the river should be responsible for what they have created. This will be further discussed in the Works Report.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

R. Norris / R. McLaughlin - 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 2010 to 30 June 2011. He advised that last year \$6,280 worth of works were carried out during the reporting period.

W. Moen reported that following an inspection carried out on the 10th of June 2011 no urgent works were identified but he suggested that \$6,000 be allowed for unforeseen works.

W. Moen drew attention to several concerns he has regarding the creek, as follows:

- a) Since the channel reconstruction works have been carried out for NZTA, three major new slip areas have been identified on the true right bank between the township and the bridge downstream of the Kangaroo / Redjacks Creeks confluence.
The potential downstream affects of an increased and accelerated supply of gravel on the existing channel downstream as far as the Grey River should be monitored closely.
- b) The channel clearance has resulted in large bank windrows of loose gravel and silt, mainly on the true left bank of Red Jacks Creek.
The downstream affects of the transportation and deposition of this loose material on the existing channel capacity is unknown and should be closely monitored.

RECOMMENDATION

1. That the Works Report covering the 2010 / 2011 financial year be adopted.

2. That the 2011 / 2012 works proposals be approved.

R. Norris / R. McLaughlin – Carried

RATES 2011 / 2012

R. McLaughlin stated that everyone is panicking about the rate strike because the rating district has had to pay out so much. R. Norris stated that there is still money in the kitty. W. Moen advised that at the beginning of the 2011 / 2013 financial year there is likely to be \$22,000 (GST Excl) in the rating district account.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$5,000 (GST Excl)."

J. Matthews / A. Osborne – Carried

ELECTION OF OFFICERS

R. McLaughlin stated that she would nominate R. Norris once again as she feels he is on the ball for the rating district.

Moved: ***"That R. Norris be re-elected as the spokesperson for the 2011 / 2012 financial year and all present, including A. Osborne, make up the committee of the Rating District for this year".***

R. McLaughlin / J. Matthews – Carried

GENERAL BUSINESS

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W. Moen stated that each year he carries out an annual inspection with R. Norris prior to the annual meeting. W. Moen advised that they took a good look at the river channels and the current situation is that Council has engaged the services of an independent River Engineer (Mr Bob Hall) from Christchurch to make an assessment of this area and to prepare a report. W. Moen advised that this report is now in the hands of Council's Consents staff M. Meehan stated that the resource consent application was light on information and therefore Mr Hall was asked to assess the effects on the rating district to determine whether the rating district should be considered as an affected party. M. Meehan advised that it would be beneficial for the rating district to work in with the other agencies involved (OPUS, Grey District Council and NZTA) as this system works well in other rating districts.

Discussion took place on the area around Kangaroo Creek where the works have caused water to back up and also problems around A. Osborne's property. G. McLaughlin expressed his concern at the problems these works are causing for the rating district. W. Moen stated that these works are outside of the rating district but they are causing problems for the rating district. R. McLaughlin expressed concern that the rating district has spent money out of the rating district area to put rocks in to try and stop the river from overflowing. Further discussion took place on other problematic areas caused by the new works.

M. Meehan suggested a meeting be arranged between the rating district, Grey District Council and NZTA to discuss the consent application and where to from here. R. Norris stated that Timberlands and the gold diggers up the top of the scheme are also adding to the problems. A. Osborne asked what is causing the problems further up river. G. McLaughlin stated that the problem is the volume of water coming down. R. McLaughlin stated that shingle coming down the river is adding to the problems.

W. Moen stated that the only way of getting good information as to what is happening in the river is by doing cross sections. He advised that cross sections are done in the Nelson Creek river every three years and this gives a clear picture as to where build up is and what is actually happening. W. Moen advised that the rating district would need to pay half of the costs of getting the cross sections done and their share would be approximately \$3,000. R. McLaughlin stated that some of the new works have been washed away. W. Moen advised that he and Mr Hall also have concerns about the farmland at the bottom of the rating district where a channel is building up and this could cause problems. R. Norris stated that every time there is a flood the river is changing its course.

M. Meehan stated that the rating district has not paid for the recent works done by Grey District Council and OPUS but they have paid for W. Moen's time. It was agreed that a meeting would be arranged with Grey District Council and NZTA and the farm owner, Wally Delany, is to be invited, as he is in the rating district. R. McLaughlin stated that this farm owner has been badly affected by the recent works.

W. Moen advised that he that has applied for resource consent, on behalf of the rating district, to clean out the channel but Grey District Council is yet to sign off on this.

There being no further business, the meeting closed at 5.10 pm.

Action Point

- Itemise the time spent by W. Moen on work in the Red Jacks Rating District.
- Arrange a meeting between the rating district, Grey District Council, NZTA and Mr Wally Delany

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
NELSON CREEK RATING DISTRICT
HELD AT THE NGAHERE FIRE STATION
ON 10 OCTOBER 2011, COMMENCING AT 5.12 PM

PRESENT

G. Hill, T. Hill, T. Kendrick, B. Jones

IN ATTENDANCE

West Coast Regional Council
 A. Birchfield, I. Cummings, (Councillors)
 M. Meehan, W. Moen, T. Jellyman (Staff)

APOLOGIES

Cr Robb

G. Hill / T. Hill - Carried

BUSINESS

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

Moved: ***"That the minutes of the previous Annual Meeting held on 13 September 2010, be adopted as a true and correct record of that meeting."***

G. Hill / T. Kendrick - Carried

MATTERS ARISING

G. Hill stated that it took too long to get rock in place after the January flood. He stated that this should have happened quicker. W. Moen stated that he was very busy during this time as there was over \$1M worth of works over the entire West Coast following this flood. M. Meehan advised that W. Moen is the only River Engineer on the Coast and he was stretched during this time. Cr Birchfield advised that there was also a shortage of rock in quarries during this time.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. It was noted that the balance at the beginning of the financial year was \$113,374.96 and currently the credit balance is \$104,276.50. W. Moen noted that the rating district spent more than it got in during the reporting period. He stated that almost \$18,000 came into account in rates and \$42,000 was spent on works. W. Moen advised that these figures need to be kept in mind when it comes to setting the rate. He stated that the \$15,000 contribution from OnTrack and NZTA is a bonus.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***

T. Hill / G. Hill - 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 2010 to 30 June 2011 noting that \$42,676.27 worth of works for this financial year has been completed.

W. Moen advised that he carried out an inspection on the 17th of June 2011 and as a result of this inspection the proposed works for 2011 / 2012 come to \$22,600 with OnTrack and NZTA paying a share of this. W. Moen reported that he had a good look at the work needed on the left bank at Kendrick's property. He stated Mr Kendrick has felt that his property could be in danger. W. Moen explained the work involved includes top up rock riprap over 40 metres, allow 400 tonnes at \$25.00 / tonne which equates to \$ 8,000, construct "cut-off" bank over 40 metres which will cost \$4,000, open downstream blockage which would entail four hours excavator hire @ \$150.00 / hour which equates to \$600, with the total cost of these works being \$12,600. W. Moen advised that the cost of this work is included in the figure of \$22,600 for proposed works. W. Moen advised that NZTA would pay \$4,410 as part of their contribution to this work. He stated that if the rating district wishes to go ahead with this work he would get it out for tender. T. Kendrick confirmed that he is happy for this work to go ahead.

W. Moen advised that he recommends that \$10,000 be allowed for unforeseen maintenance.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

G. Hill / B. Jones – Carried

RATES 2012 / 2013

W. Moen advised that the recommended rate strike for 2012 / 2013 financial year is \$17,500. (GST Excl).

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$17,500 (GST Excl)."

T. Kendrick / G. Hill – Carried

ELECTION OF OFFICERS

It was agreed that the status quo would remain again for this year.

Moved: ***"That G. Hill be re-elected as the spokesperson for the 2011 / 2012 financial year."***

T. Kendrick / B. Jones - Carried

GENERAL BUSINESS

T. Kendrick stated that someone is constructing a floodwall further up Nelson Creek. It was noted that this is a gold mining operation. M. Meehan stated he is not sure who is doing this work but they would be operating under a resource consent. M. Meehan asked the meeting if this work is causing concern. The Hill Brothers confirmed that there are no problems in this area with these works. Cr Birchfield commented that it looks as though this area is now being tidied up a little bit.

W. Moen advised that the report on the design analysis work which was agreed to at last year's meeting is now to hand. W. Moen advised that he did not bring the report with him but he advised that the problem areas highlighted are immediately above both bridges (both the rail bridge and road bridge) as these bridges are causing constriction and ponding behind the bridges and this is where the elevated levels are.

W. Moen stated that he would give a copy of the report to G. Hill for him to pass on to the committee members to discuss where to from here.

There being no further business, the meeting closed at 5.30 pm.

Action Point

- W. Moen to provide a copy of the design analysis report to G. Hill.
- W. Moen to circulate engineering report.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
COAL CREEK RATING DISTRICT
HELD AT THE WEST COAST REGIONAL COUNCIL OFFICES
ON 10 OCTOBER 2011, COMMENCING AT 7.05 PM.**

PRESENT

B. Jones, G. Wells, F. Riordan, O. Norton, S. McGeady, P. Kerridge, A. Beck

IN ATTENDANCE

West Coast Regional Council

I. Cummings (Councillor), A. Birchfield (Councillor).

M. Meehan, W. Moen, T. Jellyman (Staff)

APOLOGIES

A. Robb (Councillor), A. Inman

BUSINESS

Cr Cummings opened the meeting and welcomed those present.

He introduced himself and the Council staff.

Moved: *"That the minutes of the previous Annual Meeting held on 13 September 2010, be adopted as a true and correct record of that meeting."*

B. Jones / F. Riordan - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He reported that the opening balance as at 1 July 2010 was \$122,363.33 and the closing balance was \$134,209.02. W. Moen stated that it is good reserve is now being built up in the rating district account.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

P. Kerridge / 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. He advised that there were no works carried out during the reporting period. W. Moen suggested that some aerial spraying was done this year, as there was none done last year. He advised that it is important the vehicle access is maintained down the bottom end of the scheme so that a good eye can be kept on what is happening in this area.

W. Moen reported that he carried out an inspection on the 5th July 2011 and \$29,500 worth of possible works were identified. These works include \$12,000 to raise the top bank by 1.00 metres, \$7,500 for aerial spraying and \$10,000 for unforeseen maintenance. W. Moen advised that the

flood in December nearly overtopped the top bank and he therefore suggests that this bank is raised by 1.00 metre. O. Norton stated that this is a low area of the bank. B. Jones asked what would be used to raise the bank; W. Moen stated that compacted gravel or small rock and heavy rubble.

O. Norton expressed his concern with work that a contractor is doing down the other end of the scheme, he stated that the area is the size of two football fields and is forcing the water back over the other way back to the east side of the bank. O. Norton is concerned that there are no consent applications for this work. W. Moen confirmed that there are consents in place for gravel takes in this area but he is unsure of the consent conditions relating to the building of a stopbank in this area. W. Moen agreed to arrange for the consent conditions in this area to be checked by council staff. W. Moen stated that what is happening at the top of the river has no bearing at all on the lower end of the scheme. Cr Birchfield agreed with W. Moen and stated that the low point in the stopbank needs to be built up. O. Norton stated that he does not want the bank raised at the low point until the bottom end of the scheme is sorted out. W. Moen warned O. Norton that it is very risky not to raise the bank at the top end, as these are two separate areas that are not linked in any way. W. Moen clarified the areas that the rating district scheme covers is the top section where it is stop banked and down to Beynon's yard where it is rocked and it does not cover the bottom part of riverbed where the gravel is being taken from. W. Moen advised that over the years the rating district has agreed not to worry about the bottom section below Beynon's Beach, as this is not part of the scheme. M. Meehan advised that he will arrange for an inspection of the gravel take area to ensure that this area is compliant with the consent conditions. He stated that the rating district's spokesperson will have the results of the inspection within a week.

Cr Birchfield advised that the major issue is the raising of the stopbank at the top of the scheme. Extensive discussion ensued. S. McGeady stated that this top area is a risk to the rest of the scheme. W. Moen stated he has made a recommendation that the top bank is raised by 1.00 metre and it is now up to the meeting to decide what work they want done.

Discussion took place on spraying of the stopbank and prices for this work. F. Beck expressed her concern at the price of aerial spraying. She stated that aerial spraying is very expensive and does spray does not need to be applied aerially. F. Beck offered to do this work using her four-wheeler. W. Moen gave an example of the benefits of applying weed spray aerially as the coverage and penetration is far more effective. W. Moen stated that in his experience aerial spraying is the most cost effective way of spraying. W. Moen advised that \$7,500 is only an estimate for this work and the area to be sprayed is approximately 5 –6 kms. M. Meehan advised that staff would be happy to get costings for hand application of this spraying work but quotes will be obtained and the best price will be taken. W. Moen advised that the usual practice is to engage the services of a firm that are doing two or three aerial jobs in the area so that costs are shared and the price is kept down. It was agreed that W. Moen will get three prices for the spraying and liaise with the Spokesperson on where to from here. It was agreed that W. Moen would liaise with S. McGeady regarding the raising of the top bank with S. McGeady providing the gravel for this area. The rating district does not agree to the \$12,000 to raise this top bank.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.***
- 2. That the 2011/ 2012 works proposals be approved.***

A. Beck / S. McGeady – Carried

RATES 2012/ 2013

W. Moen advised that with the proposed works now being \$17,500 and not \$29,500 and the previous rate struck for the 2011 / 2012 year being \$7,500 the balance in the rating district account at the beginning of the 2012 / 2013 year is likely to be approximately \$103,000. W. Moen recommends a rate strike of \$10,000. W. Moen advised the meeting that consideration needs to be given to building up the account if they are considering raising the top bank as the longer they avoid

doing these works the more they will cost. W. Moen advised that the time will come when the rating district needs to spend a considerable amount of money on protection works. A. Beck is in favour of the rate strike staying at \$7,500. Discussion took place on the rate strike and future works. G. Wells asked if the groynes would take the pressure of the stop bank. W. Moen advised that they would. G. Wells feels that the rating district would be better off contributing a bit more money and to consider maintaining the groynes. Discussion took place on areas where the river is cutting in. B. Jones stated that everyone knows what is likely to happen with the river but nobody wants to fork out any money and the longer they wait the more it will cost. M. Meehan asked the meeting if they want to consider work on the groynes instead of raising the stopbank. A. Beck stated that land is being chewed out and they should investigate what the cost of the groyne work would be. F. Riordan stated that this might not necessarily be the solution and is aware that it will cost a lot of money. M. Meehan asked the meeting if they want W. Moen to do some work and get a price for some different scenarios to progress works in the rating district. B. Jones feels this would be a waste of time as last time this was considered the price was much cheaper and now it would cost a lot more and the rating district won't want to pay up. Further discussion ensued. B. Jones asked what has happened with the LAPP Fund. M. Meehan explained that council has now put \$0.5M into a contingency fund and each year it will be topped up and basically council will now self-insure. M. Meehan advised that council only made one claim to the LAPP Fund in the past and were contributing just under \$40,000 per year. He advised that after the Canterbury earthquake council's contribution was going to go up to \$125,000 per year.

Moved: "That the rate strike for the 2012 / 2013 financial Year is \$7,500 (GST Excl)."

A. Beck / P. Kerridge – Carried

It was agreed that W. Moen would inspect the proposed groynes area and get back to the meeting with a price for this work. A. Beck asked if repairing the groynes is the only option. W. Moen responded that whole frontage could be rocked but this would be expensive. B. Jones asked what is the point of getting these prices as they could be looking at hundreds of thousands and it is not going to happen and this would be a waste of W. Moen's time. It was noted that Grey District Council and NZTA were approached ten years ago for a financial contribution to works. B. Jones advised that he has information on this matter and he would provide it to W. Moen. M. Meehan advised that they could be approached again if the rating district wishes, as they are involved in other rating districts. Extensive discussion took place on where to from here and what could happen in a serious flood event. Cr Birchfield stated that his impression is that the rating district is not paying enough rates to their account building up and they should be putting rock in every year to keep on top of it. Cr Birchfield feels that the rating district should not be knocking their rate strike back to \$7,500 each year but keeping it at \$10,000 and spending some money to get protection work done.

W. Moen advised that there are two options, one is to look at putting a series of groynes in along the front of S. McGeady's property to stop the river chewing in. The second option would be to make a last stand on the main stopbank and build a massive bank and fully rock it and build it up like a deflector groyne, this would need to be beefed it up so that the river cannot chew in. W. Moen advised that this could be as expensive as putting groynes in at the top.

ELECTION OF OFFICERS

T. Jellyman read out the names of the current committee and the current Spokesperson.

**Moved: "That the present committee carry on for a fourth term, namely:
O. Norton
F. Riordan
A. Beck
B. Jones
 be the committee for the 2011 / 2012 financial year."**

P. Kerridge / A. Beck - Carried

Moved: ***"That S. McGeady be elected as the spokesperson for the 2011 / 2012 financial year."***

F. Riordan / P. Kerridge - Carried

GENERAL BUSINESS

Action Points:

M. Meehan asked the meeting to confirm the actions that they wish to see happen.

- W. Moen to work with S. McGeady to gravel the stopbank.
- W. Moen to obtain three quotes for aerial spraying and to liaise with the Spokesperson on this matter.
- Compliance staff to check on the gravel takes on the Grey River above the bridge and report back to the rating district's spokesperson.
- M. Meehan to write to DoC to see if they would spray the willows in Coal Creek.

M. Meehan asked the meeting if they want W. Moen to prepare a report on the rock groynes. B. Jones said there is no point as he already has this information and he can circulate it to anyone who wants it.

P. Kerridge asked if Coal Creek itself is being looked at. W. Moen responded that Coal Creek has been put in the too hard basket as it is getting overgrown and it holds water up in ponds.

G. Wells advised that years ago it was attempted to establish a rating district for this area and through to Runanga but nobody wanted it. It was suggested that the willows in the creek are sprayed. W. Moen stated that this would be an option but who would pay for it. He wondered if DoC would pay for this spraying. M. Meehan advised that he would write to DoC to see if they can spray these willows.

There being no further business, the meeting closed at 8.35 pm.

**MINUTES OF THE MEETING OF
THE GREYMOUTH JOINT FLOODWALL COMMITTEE
HELD ON 10 OCTOBER 2011,
AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL,
388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 3.00 P.M.**

PRESENT:

A. Robb (Chairman), I. Cummings, A. Birchfield, P. Berry, A. Osborne, D. Truman (late), T. Kokshoorn (late)

IN ATTENDANCE:

C. Ingle (WCRC Chief Executive), W. Moen (WCRC River Engineer), M. Meehan (WCRC Planning and Environmental Manager) K. Beams (GDC Property Manager), K. Perrin-Smith (GDC Engineering Officer), M. Sutherland (GDC Assets Manager), T. Jellyman (Minutes Clerk).

APOLOGIES:

P. Pretorius

A. Birchfield / P. Berry - Carried

BUSINESS

Cr Robb welcomed all present to the meeting and introductions were made.

CONFIRMATION OF MINUTES

Moved: *That the minutes of the Joint Floodwall Committee meeting held 14 September 2010, as circulated, be confirmed as correct*

A. Birchfield / A. Robb - Carried

MATTERS ARISING:

Action Points were updated. M. Sutherland advised that signage has been installed at the narrow section of road near the Blaketown Rugby Clubrooms. He advised that the seating is in hand for the floodwall. M. Sutherland stated that it was just as costly to replace the seating, as it was to repair this seating. M. Sutherland advised that the gates that are to be installed in strategic places to prevent four wheel drive vehicles and motorbikes using the floodwall are being designed. He is working with W. Moen to ensure that a suitable design is found, as these gates need to be removable.

M. Sutherland confirmed that the seating is to be installed on the second level of the floodwall. Cr Birchfield asked if the gates are going to be easily removed. W. Moen responded that consideration is being given to three heavy posts installed with removable bollards.

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 2010 to 30 June 2011 noting that the closing balance in the maintenance account as at the 30th of June is \$109,640.26. He advised that the closing balance in the loan account is \$16,741.69.

W. Moen advised that Cobden Island needs to be sprayed every year. He stated that the most effective method is by helicopter but he is aware that this method is controversial and therefore he has used a contractor to apply the spray by hand. Discussion took place on the benefits of keeping this area clear. C. Ingle stated that advice from a consultant used for the upgrade of the floodwall is to keep this area clear to let floodwater flow through, otherwise there is a risk of overtopping of the floodbanks. C. Ingle stated he agrees with W. Moen that we need to keep the weeds down and he is happy with the Regional Council's rating district paying for the spraying.

Moved: ***"That the financial report for the 2010 / 2011 financial year be adopted."***

A. Birchfield / P. Berry - Carried

WORKS REPORT

W. Moen presented the 2010 / 2011 works report. He reported that \$18,986 was spent in total for works during the 2010 / 2011 year. W. Moen reported that projected works for the period 1 July 2011 to 30 June 2012 amount to \$30,000 which includes \$10,000 for the spraying of Cobden Island, \$10,000 for rock for the stopbank and \$10,000 for unforeseen maintenance. W. Moen expressed his concern with whitebaiters moving rock around the floodwall. M. Meehan explained to the meeting that there have been three whitebaiters who have jacked a rock into the river to improve their whitebaiting spot near the pump station. He advised that GDC have trespassed the whitebaiters from the floodwall and there is also potential to take out a wilful damage charge as well. M. Meehan advised that he and W. Moen would inspect this area this afternoon to ascertain how much damage has been done. C. Ingle advised that the same three people built a rock wall in the area last year. C. Ingle advised that the role of both councils to manage this asset for the community and as long as the whitebaiters are not damaging the capability of the floodwall to keep water out of the town then he does not mind how they whitebait.

W. Moen advised that Mr Bob Hall, River Engineer, is in the process of writing a report on containment of Cobden Lagoon to stop it from backing up into Cobden at Range Creek. W. Moen advised that once the draft report is to hand he would report back to the meeting as to where to from here.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

A. Birchfield / P. Berry – Carried

2012 / 2013 RATE STRIKE

W. Moen reported that the recommended rate strike is \$50,000 which is the same as this financial year. He advised that at the beginning of the 2012 / 2013 financial year there is likely to be \$133,000 in the rating district account.

Moved: ***That the recommended rate strike for the 2012 / 2013 financial year be \$50,000 (G.S.T. Excl).***

A. Birchfield / P. Berry - Carried

GENERAL BUSINESS

M. Meehan advised that an Engineer has assessed the damage to some of the panels on the floodwall. He stated that there is also some cracking around some of the joins and the advice is to get this damage patched up. M. Meehan advised that there are six areas of concern, at the end of the wall and they are not in areas where there is much pressure. He advised that the quote for this repair work is \$7,000. M. Meehan advised that some of the damage is caused by people who have been sitting on the floodwall and they have picked at the joins.

There being no further business, the meeting closed at 3.20 pm.

Action Point:

- W. Moen to report back to meeting with Bob Hall's report relating to the Cobden Lagoon.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE WANGANUI RATING DISTRICT HELD AT THE HARI HARI RESTROOMS ON 12 OCTOBER 2011, COMMENCING AT 9.34 AM.

PRESENT

M. Molloy, G. Robertson, A. Campbell, J. Stewart, R. Hodgkinson, B. Thomson, J. Arnold, K. Garland, B. McGrath, M. Aynsley, R. McKenzie, S. Davie

IN ATTENDANCE

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

APOLOGIES

There were no apologies

BUSINESS

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

Moved: *"That the minutes of the previous Annual Meeting held on 15 September 2010, be adopted as a true and correct record of that meeting."*

A. Campbell / G. Robertson - Carried

MATTERS ARISING

J. Stewart asked about the raising of the stopbank near Ross Twidle / T. Denham properties. J. Stewart stated that he was told that this work could not go ahead because there was no consent in place for this. W. Moen advised that if a modification to what is in place is sought then a consent is required. J. Arnold asked how long would it take to get consent for works on an existing stopbank. W. Moen responded that this would take 2 –3 weeks if there were no objections and he feels that this work should be done through the rating district. M. Meehan confirmed if a stopbank is being taken beyond 10% of what it originally was then consent is required. W. Moen advised that it would make sense to include the entire stopbank in the consent as it would be valid for 35 years. B. Thomson asked if the consent fee is determined by the size of the job. W. Moen advised that the cost is determined by how much staff time the consent application takes. B. Thomson agrees with applying for one consent. M. Meehan explained the consenting process. M. Molloy stated that she would like the consent to be publicly notified. M. Meehan advised that that would be the consenting department's decision not the rating districts. M. Meehan advised that the rating district needs to decide on what they want to do prior to applying for consent. W. Moen stated that currently there is a consent in place to maintain the existing banks.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He advised that there is a slight anomaly with the contractor's costs, which relates to the

change in GST he advised that the correct figure for contractor's costs is \$271,653. W. Moen reported that the opening balance was \$83,590.96 and the closing balance as at 30 June 2011 is \$115,689.36.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***
J. Stewart / J. Arnold - Carried

MATTERS ARISING

There were no matters arising relating to the financial report.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period: 1 July 2010 to 30 June 2011. He advised that a total \$271,653 worth of works were carried out during the reporting period with \$211,100 of this being for capital works and \$60,553 for maintenance works.

W. Moen advised that he carried out an inspection with the committee on the 14th of July and advised that \$69,358 worth of works were identified. He advised that J. Arnold is doing these works now. W. Moen advised that \$44,758 worth of these works are maintenance works and \$24,600 are capital works.

RECOMMENDATION

1. That the Works Report covering the 2010 / 2011 financial year be adopted.

2. That the 2011 / 2012 works proposals be approved.

A. Campbell / R. Hodgkinson - Carried

RATES 2012 / 2013

W. Moen advised that in view of the proposed works and the current rate strike of \$120,000 at the end of the 2012 / 2013 financial year there is likely to be a balance of \$96,000.00 in the rating district account.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$100,000 (GST Excl)."

R. Hodgkinson / J. Stewart - Carried

ELECTION OF OFFICERS

Cr Chinn reminded the meeting that this rating district has a rotation policy in place.

It was suggested that the rotation policy would stay in place with the two on the top of the list each year standing down therefore Mr Arnold and Mr Stewart are due to stand down this year. Cr Chinn advised that they are eligible for re-election.

Moved: ***"That J. Arnold and J. Stewart are re-elected to the rating district committee:***

A. Campbell / R. Hodgkinson - Carried

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

J. Arnold

J. Stewart

A. Campbell

R. Hodgkinson

G. Robertson

be elected as the committee for the 2011/2012 financial year."

A. Campbell / R. Hodgkinson - Carried

Moved: *"That A. Campbell be re- elected as the spokesperson for the 2011 / 2012 financial year."*

J. Stewart / R. McKenzie - Carried

Moved: *"That two of the committee members to stand down by rotation next year will be A. Campbell and R. Hodgkinson".*

J. Stewart / R. McKenzie - Carried

GENERAL BUSINESS

A. Campbell stated that there have been requests that the rating district classifications are looked at. W. Moen confirmed that this was an action point from last year's meeting and he supplied A. Campbell with a map showing the existing rating district classifications. A. Campbell stated that the committee sees no point in reclassifying the rating district, as there are no problems at the moment. B. Thomson stated that a resident has approached him from the Main Road who is concerned about the amount of rates they are paying for the river. B. Thomson stated that the concern is that the residents on the main road feel they are paying too much in rates and some residents do not want to be a part of the rating district. B. Thomson asked if it would be worth having a look at the classifications for these residents. M. Aynsley stated he agreed with B. Thomson and stated that for the size of their sections they do pay a lot of money, he stated that a lot of the Main Road residents are pensioners also. It was noted that two years ago rates for one resident for the rating district cost \$50 and now they have increased to \$190 for the year. M. Aynsley stated that Main Road residents are not getting any benefit from the rating district. W. Moen disagreed with this statement and stated that if the stopbank wasn't in place then the river could go through the town. He gave a history of the rating district's beginnings. Extensive discussion took place. W. Moen advised that NZTA's policy is wait until infrastructure is damaged and then repair it rather than pay out for prevention. W. Moen advised that to change things now the rating district would need to be reclassified and this would then mean if some people want to pay less then others would need to pay more. M. Meehan advised that there was a call for a reclassification of the Lower Waiho rating district and council engaged the services of an independent expert to do this. M. Meehan advised that the independent expert extended the rating district and made it bigger. He advised that this is the same process that this rating district would need to go through if they wanted a reclassification. M. Meehan advised that in the case of the Lower Waiho rating district some people were getting protection and they weren't paying into the rating district scheme. M. Molloy asked if it would be relatively simple to cut the contributions from those on the Main Road down. W. Moen advised that this would still be a reclassification and it would need to go through council to be approved. Discussion took place on boundaries for the town. Cr Chinn advised that the rate strike was \$120,000 and \$270,000 has been spent on protection works this year and the rate strike for 2012 / 2013 year is \$100,000 which is \$20,000 less than the previous year so this year rates will come down a bit. M. Molloy suggested that prior to the rate being set for next year, the financial effect on the township could be considered.

B. Thomson stated that all the meeting wants to do is to make it easier for those in the township to pay less rates. B. Thomson stated that town people might be happier to be 50% less than what they currently pay. M. Meehan advised that if the wish of the meeting is to progress this matter then council could do the work and take it through the process where people can make submissions and make a decision on the recommendation. K. Garland stated that the rating district is protecting its own land and assets they have also paid for capital works. He stated he would be happy just to go ahead and do their own works. M. Molloy stated that the affects of these works need to be considered as they do impact on others land. Cr Chinn asked if someone is prepared to move that council investigate the options for the township to reduce their rates.

Moved: *"That Council looks into options for the township of Harihari to reduce the rates for ratepayers in the township."*

A. Campbell / M. Aynsley - Carried

J. Stewart asked if consents are going to be applied for for both sides of the river. He stated that he was told to get two consents for the 200 metres of work on the Denham's side of the river. W. Moen stated that he would need to inspect this area to see how much work is required to ascertain whether or not a new consent is required. Once the inspection has been done, W. Moen will report back to the rating district committee on consent requirements and whether or not this will be capital works. J. Stewart asked if any consents in the scheme are due to expire. W. Moen agreed to check the expiry dates on the consents that are in place. Discussion took place on the height of the stopbank and the levels required in different areas. K. Garland feels that it shouldn't make any difference on the height of the stopbank. M. Meehan explained consenting processes and the 10% rule relating to flood protection. He advised that if flood protection gets wiped out then it is rebuilt but you cannot go beyond the 10% and double the size of a stopbank or groyne. He advised that 10% allows for a little bit more work to be done without going overboard but if a consent holder wants to go beyond the 10% threshold then they need to go through the consent process again. This enables others to have input on it and council can then assess the affects. M. Meehan stated that the spirit of the 10% is that 10% is added once and not 10% every few years as this could end up having affects on neighbours or properties downstream.

B. Thomson stated that he has no idea of the number of each and which spur is which. Cr Chinn advised that A. Campbell has a copy of the maps with the spur numbers on them, which he will provide to B. Thomson.

There being no further business, the meeting closed at 10.21 a.m.

Action Points for follow up

- Apply for global consent for the raising of the stopbank.
- W. Moen - check expiry dates for consents that are already in place for rating district works.
- Investigate options for reclassification to reduce costs on township.

THE WEST COAST REGIONAL COUNCIL

39

MINUTES OF THE ANNUAL MEETING OF THE
OKURU RATING DISTRICT
HELD AT THE OKURU HALL
ON 12 OCTOBER 2011, COMMENCING AT 3.05 PM

PRESENT

G. Brown, G. Anderson, A. Anderson, R. Snow

IN ATTENDANCE

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

APOLOGIES

D. Gordon, A. Gordon, The Thornbury's, C. Sinclair

G. Anderson / A. Anderson - 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 Meeting held on 15 September 2010, be adopted as a true and correct record of that meeting."*

R. Snow / G. Anderson - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He advised the current credit balance is \$41,363.94 in the account.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

A. Anderson / G. Brown – Carried

WORKS REPORT

W. Moen presented the 2010 / 2011 works report and advised that there were no works carried out this financial year. W. Moen advised that P. Birchfield (Engineering Officer) inspected the works on the 4th of July and advised that no works were identified. W. Moen advised that \$5,000 is allowed for unforeseen maintenance in case there is any work required during the financial year.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

R. Snow / G. Brown – Carried

RATES 2012 / 2013

W. Moen advised that with the rate of \$10,000 previously struck for the 2011 / 2012 year the balance in the rating district account at the beginning of the 2012 / 2013 year is likely to be \$48,000. W. Moen advised that the recommended rate strike for 2012/ 2013 is \$10,000 (GST Excl). G. Brown proposed that the rate strike be amended to \$5,000. R. Snow stated that he is happier with \$10,000 because he feels that if there was a blowout to the wall the amount in the kitty at the moment might not be enough. W. Moen explained the advantages of having money in the kitty in the event of emergency works being required. He stated that once there is more money in the account then the rate strike could be relaxed. A. Anderson stated that the mouth of the river has moved 150 metres to the north in the last month. R. Snow asked if the money in the account could be pulled away for other projects. W. Moen confirmed that the money is the rating districts and is not for anything else outside of the rating district. G. Anderson stated that the mouth is on the move and it could take 6 – 9 months for the mouth to get past the wall and this could cause problems if there was a storm. G. Anderson stated that the seawall could handle a flood but if there is sea action against the wall then this is risky. A. Anderson stated that it will be interesting to see what happens with the mouth over the next year. G. Brown withdrew her motion.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$10,000 (GST Excl)."

*R. Snow / G. Anderson – Carried
G. Brown abstained from voting*

ELECTION OF OFFICERS

T. Jellyman read out the names of the current rating district committee.

Moved: ***"That the committee for the 2011 / 2012 financial year now consists of:***

***G. Anderson
A. Anderson
A. Gordon
C. Goom
R. Snow
S. Johnston***

G. Brown / R. Snow – Carried

Moved: ***"That G. Anderson be re-elected as the spokesperson with A. Anderson elected as Deputy Spokesperson for the 2011 / 2012 financial year."***

G. Brown / R. Snow – Carried

GENERAL BUSINESS

W. Moen read a letter from MTP Limited who are members of the rating district. The letter states that MTP remains committed to progressing their resource consent and will pay for their own works if required. R. Snow asked what would happen if the river mouth does shift north

and starts carving into their land as this could then come around the end of the seawall. W. Moen advised that the rating district would need to decide what to do about this at the time. W. Moen stated that there are people north of the seawall whose properties are unprotected and they are paying into the rating district and they may wish to have protection at a later date.

There being no further business, the meeting closed at 3.20 pm.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
FRANZ JOSEF RATING DISTRICT
HELD AT THE FRANZ JOSEF COMMUNITY HALL
ON 13 OCTOBER 2011, COMMENCING AT 09.08 AM.**

PRESENT

G. Molloy, K. Gibson, R. de Graff, K. Hartshorne, M. Fokkes

IN ATTENDANCE

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

APOLOGIES

There were no apologies.

BUSINESS

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

Moved: *"That the minutes of the previous Annual Meeting held on 16 September 2010, be adopted as a true and correct record of that meeting."*

K. Gibson / K. Hartshorne - Carried

MATTERS ARISING

Cr Davidson asked G. Molloy what was the outcome of his request to be excluded from the rating district. Mr Molloy advised that he would speak to this matter in the general business section of the meeting.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. The opening balance for the year was \$277,804.59 and the closing balance is \$287,827.57. W. Moen advised that approximately \$170,000 is yet to come out of the account for the recent works that were done.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

R. de Graaf/ K. Gibson - 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 2010 to 30 June 2011. He reported that \$26,288.40 worth of works was carried during the reporting period. He advised that these were emergency works as a result of a heavy rainfall event on the 27th of December last year. W. Moen advised that these works were required to raise the Glacier Gateway Motel stopbank in an emergency situation and were carried out by Ferguson Brothers Ltd who had raised adjacent stopbanks for NZTA. W. Moen reported that the design that was ready to raise the exiting stopbanks over the whole scheme is now no longer relevant as due to the

heavy rainfall event on the 27th of December raising bed levels. W. Moen reported that in the absence of bed level data and new design work it was decided to raise the right bank stopbank by a metre to balance up with NZTA works on the other side. W. Moen advised that the final costs of this work was \$173,000. He stated that he is very happy with the workmanship of this job.

W. Moen suggested to the meeting that before a re-design of the scheme is done the rating district should wait for Mr Bob Hall's (Independent River Engineer) report on the longterm prognosis on how to handle the Waiho River. W. Moen stated that a special meeting might be arranged once Mr Hall's report is to hand so that the rating district can decide on where to from here. W. Moen stated that he is reluctant to do anymore design work on the scheme until Mr Hall's report is received. G. Molloy asked if council is working with NZTA on this as they are doing a lot of work in the area at the moment. M. Meehan responded that council is working with NZTA, Westland District Council and DoC on this matter and that all the agencies involved are willing to talk to each other and share information. G. Molloy stated that NZTA seems to have access to a lot of government money to enable the road to be kept open and to do works. K. Hartshorne asked why NZTA is not maintaining the Glacier Motels bank. W. Moen responded that this bank has also been part of the Franz Josef rating district scheme. M. Meehan advised that NZTA are required to ensure that the road is kept open and they do works as required for this purpose. W. Moen explained the boundaries of the rating district on the south side of the bridge.

W. Moen advised that as a result of the inspection carried out on the 29th of June 2011 \$210,000 worth of works were identified for the 1 July 2011 to 30 June 2012 period. W. Moen advised that includes \$10,000 for unforeseen works.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

K. Gibson / G. Molloy – Carried

RATES 2012 / 2013

W. Moen advised the recommended rate strike for this year is \$100,000 (GST Excl). He stated that the recent works that were done cost around \$173,000 this money is yet to come out of the rating district account. W. Moen recommends that the rate strike for the coming year is the same as this year as this would leave a balance in the account of approximately of \$110,000.

Moved: ***"That the recommended rate strike for the 2012 / 2013 financial Year be \$100,000 GST Excl.***

R. de Graaf / M. Fokkes – Carried

ELECTION OF OFFICERS

T. Jellyman read out the names of the current members of the rating district committee. Kathy Hartshorne offered to replace Ian Hartshorne on the committee. G. Molloy was nominated by K. Gibson to join the committee.

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

Chris Brooks

Kevin Gibson

Chris Roy

Grant Gibbs

Tim Gibb

Kathy Hartshorne

Gavin Molloy

be appointed as the committee for the 2011 / 2012 financial year."

K. Gibson / M. Fokkes - Carried

Moved: *"That K. Hartshorne be elected as the spokesperson for the 2011 / 2012 financial year."*

R. de Graaf / M. Fokkes - Carried

GENERAL BUSINESS

G. Molloy stated that last year he raised the issue of the heliport's stopbank that has now been constructed, he asked if the Regional Council was involved with this and if it is included in the rating district. W. Moen stated that it is included in the rating district but not maintained by the rating district. G. Molloy expressed his concern that this stopbank is not built to the required standard that the work in the rating district is built to. W. Moen clarified that the stopbank was built to protect the heliport and the rating district does not maintain these works. M. Meehan clarified that the rating district was originally designed to protect all the properties in the rating district and the heliport stopbank has been added on as extra protection by the Hokitika Airport Authority to protect the heliport. W. Moen advised that the stopbanks maintained by the rating district were designed to protect the township and not the helipad. W. Moen and G. Molloy discussed the history of the rating district boundaries and what areas are protected by works in place by the rating district. G. Molloy asked if the report awaited from Mr Hall is going to address the protection issue of Franz Josef within the scheme. W. Moen responded the Mr Hall's report would look at the Waiho River, the existing works that are in place and what should be done in the way of future works. Further discussion took place on the boundaries of the rating district and the benefit of being in a rating district. W. Moen stated that rating districts are about the benefit to the whole community as well as protecting land. Discussion took place on the possibility of a reclassification of the rating district. Cr Chinn advised G. Molloy to write to council requesting a reclassification of the Lower Waiho rating district. W. Moen clarified that input from the rest of the rating district would need to be sought. G. Molloy asked if there would be an opportunity to speak to Council. Cr Chinn responded that G. Molloy could ask attend the council meeting and ask for speaking rights.

K. Hartshorne asked why is the bank by the motel maintained by the rating district and not NZTA. W. Moen responded that when the rating district was established it was agreed to include this bank in the rating district scheme. M. Meehan advised asked the meeting if there was a desire from them for the south side of the rating district to be looked at as well. K. Hartshorne stated that NZTA might be willing to take over this side of the bridge as well. G. Molloy suggested that as a way forward the committee could get organised and attend the council meeting as he feels there are a number of issues that could be tidied up.

M. Meehan advised that he would ensure that Mr Hall's report is circulated to the rating district.

R. de Graaf stated that the river is not going to go away and there will always be another flood that will change the plan going forward.

There being no further business, the meeting closed at 9.35 am.

Action Point:

- Circulate Bob Hall's report to rating district.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
LOWER WAIHO RATING DISTRICT
HELD AT THE FRANZ JOSEF COMMUNITY HALL
ON 13 OCTOBER 2011, COMMENCING AT 9.30 AM.**

PRESENT

C. Brooks, J. Vyehaclif, L. Ewins, L. Richards, T. Bruning, G. Condon, N. Frentrup, G. Berry, P. Halford, R. Richards, R. Molloy, L. Molloy, C. Bruning.

IN ATTENDANCE

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

APOLOGIES

R. Quaife, G. Tripe, J. Campbell

T. Bruning / C. Brooks - 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 Meeting held on 16 September 2010, be adopted as a true and correct record of that meeting."***

T. Bruning / R. Richards - Carried

MATTERS ARISING

There were no matters arising.

CORRESPONDCE

T. Jellyman read a letter to from G. Tripe to the meeting. This letter was dated 14th of September 2011 and was addressed to the meeting Chair and the Lower Waiho Ratepayers Association. The letter outlined Mr Tripe's concerns about the future of his property, which stretches south and west of Canavan's Knob. Attached to this letter was a document titled "Lower Waiho River Protection", this was also read out to the meeting. At the bottom of the letter two proposals were included with the first being:

"\$30,000 for immediate work to prevent erosion of the southern bank of the Waiho River between the rubbish dump top bank running off Canavan's Knob and Rata Knoll".

The second proposal is:

"\$20,000 to undertake survey and design work downstream of the rubbish dump stop bank".

Cr Chinn advised that this matter would be discussed further in the Works Report section of the meeting.

Moved: ***"That the correspondence from George Tripe and Clare Ashton be received."***

T. Bruning / L. Richards - Carried

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He advised that the financial year started off with a deficit balance of -\$86,592.17. The rate strike for the 2010 / 2011 year was \$100,000 and the closing balance is now a debit balance of \$5,586.13. L. Ewins asked what happens if the rate is set at \$100,000 but \$100,000 is not collected if someone does not pay their rates. W. Moen advised that there is another rate to be struck shortly of \$100,000 but this is not included in this reporting period. W. Moen explained to L. Ewins that the rate collected by the rating district is specifically for river control and protection works and not for pest control.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***

T. Bruning / 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 2010 to 30 June 2011. He reported that \$3,018.40 worth of works was carried out during the reporting period and these works were for the cross section survey work for the Waiho River, which is done every three years, or after a major flood. W. Moen advised that the Lower Waiho and Franz Josef rating districts pay a share of this and council subsidise this work by 50% therefore the rating district pays for a quarter of the total cost of the survey. W. Moen advised that this survey work allows for the analysis of gravel movement through the river.

W. Moen reported that he carried out an inspection on the 28th of June and \$6,000 worth of projected works were identified. He advised that a top up of the bottom spur on Milton & Others stopbank is required and would cost approximately \$6,000. He advised that a further \$10,000 be allowed for unforeseen works that could arise over the rest of this financial year until June next year. W. Moen commented that in last year's works proposal a rock spur at the bottom of Canavan's Knob was going to be propped up where the Waiho River comes around Canavan's Knob and hits the Rubbish Dump bank. He stated that the rock retard in this area is taking quite a hammering and it is a worthwhile structure that should be maintained. W. Moen advised that following the December flood the Waiho River moved over to the north side towards the Tartare River and was threatening to go through this area. W. Moen advised that after looking at a photograph and talking with T. Bruning it was felt that had rock been put in place in this area there could have been criticism that it was throwing the Waiho River towards the Tartare River. It was therefore agreed not to go ahead with this rockwork. W. Moen suggested that an eye be kept on this area over the next 6 –8 months. R. Richards agreed that it would be very hard to hold this part of the river in place.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

T. Bruning / P. Halford – Carried

RATES 2012 / 2013

W. Moen advised that in view of the deficit situation in the rating district account he recommends a rate strike of \$100,000. He advised that this rate strike is for the year 2012 / 2013 and the balance in the rating district account is then likely to be \$81,000 (credit). He advised that it is important for the rating district to get some money back into their account. C. Brooks stated that the rate strike is unsustainable. N. Frendrup stated that it is looking like \$6,000 is to be spent, plus \$10,000 for contingency purposes and there would be a surplus of \$80,000 to \$90,000 in the

account. N. Frendrup stated that he does not trust council to have an account with that amount of money in it without spending it. W. Moen advised that council has accounts with up to \$500,000 in them. W. Moen advised that his rationale is to consider the financial state of the rating district, the current state of works in place and any projected works. He then makes a professional call on the wellbeing of the rating district scheme. W. Moen advised that he has close to 40 years experience on West Coast rivers and over most of this time he has had dealings with the Waiho River. He stated he has seen the damage this river can do during a major flood event and the rating district could be up for \$400,000 to \$500,000 worth of damage during a flood event. He stated that this has not happened recently but it has happened in the past. W. Moen stated that he advises all rating districts to have some money in a fighting fund in case of a major flood event. He stated that he has seen rating districts that have not had enough funds in their account having to write out large cheques for repair works after a major flood event. N. Frendrup stated that he feels that a small credit in the account is all right. W. Moen reiterated the importance of having a good sized sum in the account.

R. Richards asked if the LAPP Fund would still need to be paid into with regard to the Christchurch earthquakes cleaning this fund out. R. Richards asked if the rating district still have insurance cover in place. M. Meehan responded that Council has chosen to set up a Disaster Contingency Fund and this is self insurance. He advised that insurance premiums have tripled. He confirmed that the rating district would be covered as before. Cr Davidson explained that at this stage insurance is covered by general rates and council is already paying into this with \$0.5M currently set aside in the Disaster Contingency Fund.

L. Ewins stated that there are people in this rating district who do not get protection from the stopbank and they are paying for a stopbank that they have never seen. L. Richards stated that most of the money that has been spent recently has not been on the Milton & Others stopbank but on the Rubbish Dump stopbank. T. Bruning moved that the rate strike is \$100,000.

RECOMMENDATION

Moved: ***"That the rate strike for the 2012 / 2013 financial Year is \$100,000 (GST Excl)."***

T. Bruning/ R. Richards- Carried

Cr Chinn asked for a show of hands. The vote was six for the motion and five against. L. Ewins asked what about the voting rights for some members of the rating district who live in Twizel and were unable to attend the meeting? It was noted that there are no proxy votes allowed at rating district meetings. Cr Chinn asked if everyone present is part of the rating district scheme. It was confirmed that all present are members of the rating district. L. Richards asked if a couple gets two votes or does one property only get one vote. The meeting was adjourned while M. Meehan phoned the Corporate Services Manager to ask for advice relating to voting. It was noted that the proposed rate strike is included in the meeting agenda papers that are sent out to the entire rating district. M. Meehan returned to the meeting and advised that the Corporate Services Manager has confirmed that a couple can each vote providing both names are on the property title. He also advised that proxy votes are not allowed for by standing orders. M. Meehan advised that this vote only has the status of a recommendation from the community that goes to council and council makes the final decision. L. Ewins asked if she gets two votes, as she is a joint owner of a property. M. Meehan stated that a person would need to be present to vote. Cr Chinn confirmed the motion for the rate strike of \$100,000 was moved and seconded and the vote was 6 / 5. It was agreed that M. Meehan would provide further information to the rating district regarding voting rights at rating district meetings.

ELECTION OF OFFICERS

T. Jellyman read out the names of the present committee. It was noted that the Canavan's Knob rating district is now in abeyance. Cr Chinn asked if anyone else present would like to come onto the committee.

Moved: ***"That the Peter Halford be elected to the present committee."***

T. Bruning / R. Richards – Carried

Moved: ***"That the present committee be all those present namely:***

Neil Frendrup

Lorraine Richards

Robin Richards

Chris Brooks

Richard Molloy

Peter Halford

Todd Bruning for the 2011 / 2012 financial year."

T. Bruning / R. Richards – Carried

Moved: ***"That Todd Bruning be re-elected as the spokesperson for the 2011 / 2012 financial year."***

P. Halford / G. Berry – Carried

It was agreed that R. Richards would stand in for T. Bruning as spokesperson should T. Bruning be away.

GENERAL BUSINESS

Correspondence from G. Tripe: W. Moen spoke to this matter advising this matter was covered in the Works Report but he advised that the main threat to Lower Waiho rating district is the stretch of unprotected bank between the end of the Rubbish Dump Bank and Rata Knoll. W. Moen stated that it would be beneficial to do some survey work to see how much it would cost to put up a bank in this area. W. Moen spoke of G. Tripe's suggestion to approve the expenditure of \$20,000 to cover the cost of survey and design work in this area. W. Moen advised that G. Tripe has applied for a resource consent to put up a bank and G. Tripe will be paying for this himself. R. Richards expressed his concern that too much money is being spent on design work and there is not enough money to spend on the actual works required. W. Moen explained that there is a gap between the Rubbish Dump stopbank and Rata Knoll, which has never been surveyed, and this needs to be done before the works can be done. P. Halford stated that why wait for the survey, he feels that the work should be done without survey.

M. Meehan advised that it is up to the committee to give direction on what they would like to do. He advised that the figure of \$20,000 has come from Mr Tripe and this might not be the exact or final cost and the matter is up for discussion. W. Moen advised that it is far better to spend money on a survey and design so that you know what you are dealing with. M. Meehan asked the meeting if they wish to see some protection works done as Mr Tripe is suggesting. T. Bruning stated that there has been a very low balance in the rating district account since he has been on his property, nobody has got the money to spend on the bank and the money that is going into the account is only being spent on emergency works to keep up the existing banks that are there. He stated that if the rating district did not do this then council would decide, in an emergency, what needs to be done and do it anyway. T. Bruning stated that the rate strike is only there for emergency funds and not for designing and building another bank. T. Bruning advised that the feeling he has from everyone present is that everyone wants to spend the absolute minimum possible. M. Meehan advised that the rating district needs to decide whether or not they wish to do investigation work or do they just want to maintain existing work. T. Bruning is in favour of maintaining existing works as they have been doing until such time as the account balance builds up and the rating district can afford to pay for design work.

Moved: *"That the money in the rating district account be spent on maintaining existing works only"*

*P. Halford / T. Bruning
R & L. Richards against
– Carried*

P. Halford suggested that the committee visit this area of the bank so that they can be certain that they are confident with this decision. W. Moen advised that it would be remiss of him not to pass on concerns to the rating district. It was agreed that a site visit would be arranged for next week.

R. Richards asked W. Moen if he felt that the Tartare River is a risk. W. Moen confirmed that he has had survey work done in this area and around the Lake Pratt and staff are continuing to monitor this situation as there is very low lying land in this area. W. Moen advised that the Waiho is a very unpredictable river. M. Meehan advised that Mr Bob Hall, a River Engineer from Canterbury, is preparing a report on the Waiho River, which is due in the coming weeks. M. Meehan advised that Mr Hall is looking at a longterm strategy for the Waiho River. M. Meehan advised that this report would be circulated to the rating district once it is to hand. N. Frendrup asked if there have been reports done on the stopbanks in the scheme over the years, where are they now. W. Moen stated that any reports that have been commissioned by council he could provide to the rating district. He stated that 10 years ago council commissioned a report on the Waiho River and the experts who wrote the report said to let the river go down through the south side but Council decided that this option was not in the best interest of ratepayers in the south bank area. M. Meehan advised that W. Moen would bring any relevant historic reports that council holds to the next meeting of the rating district committee.

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

ACTION POINT:

- M. Meehan would provide further information to the rating district regarding voting at rating district meetings.
- Circulate Bob Hall report to rating district.
- W. Moen to bring any relevant historic reports that council holds to the next meeting of the rating district committee.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE INAUGURAL MEETING OF
THE WHATAROA RATING DISTRICT
HELD AT THE WHATAROA COMMUNITY HALL
ON 13 OCTOBER 2011, COMMENCING AT 12.05 PM**

PRESENT

B & D Friend, A. Lash, D. Gordon, A. Kennedy, B. Graham, K. Kelly, D. Routhan, P. Kennedy, J. Spencer, T. McBride, M. Potae, P. Carroll, D. Bowater, M. Dennehy, D. Horton

IN ATTENDANCE

West Coast Regional Council
D. Davidson, B. Chinn (Councillors)
M. Meehan, W. Moen, T. Jellyman, P. Birchfield (Staff)

APOLOGIES

Kamari & S. Philips, A. Van der Poel, I. Bolton, D. Dennehy

BUSINESS

Cr Davidson opened the meeting and welcomed those present. He introduced himself and the Council staff. Cr Davidson advised that there is a need for some emergency works to be carried out by the Whataroa River and following a request from ratepayers a rating district has now been set up. Cr Davidson advised that initially the Whataroa rating district would be for those identified emergency works only. Cr Davidson read the motion from Tuesday's Council meeting as follows:

That Council resolves to form a new Whataroa Special Rating District as per the attached map, for the primary purpose of funding the emergency river works identified in the attached aerial photo of the river within 1.5km of the State Highway Bridge, other than capital works; which will be decided at a later date.

Cr Davidson advised that it would be up to the rating district to decide if they wish to fund capital works in the future. Cr Davidson advised that this is a public meeting but only those ratepayers who pay into the rating district can speak at this meeting or move motions or second any motion. D. Davidson asked if there is anyone present who does not fit into this category.

It was confirmed that all present are members of the Whataroa Rating District. It was noted that there are no previous minutes as this is the inaugural meeting of the Whataroa Rating District.

SUGGESTED WORKS

W. Moen advised that he has tendered out the emergency works which will include the river frontage area immediately downstream from the State Highway Bridge. W. Moen advised that three tenders were received, he advised that the pricing was very close and the successful tenderer is Westland Contractors Ltd from Hokitika at a price of \$79,000. W. Moen advised that they could start work on Wednesday.

M. Meehan explained the function of a rating district to the meeting. He advised that at the Council meeting on Tuesday, Council resolved to form a rating district for the emergency works 1.5 kms down from the State Highway Bridge but not to include any capital works.

Cr Chinn addressed that meeting and stated that at Tuesday's council meeting he moved a resolution that said, "that the Whataroa rating district be established to maintain the existing works up to 1.5km down from the State Highway Bridge". Cr Chinn stated that the reason for this is because a rating district scheme has not been formed in Whataroa for capital works and he feels

it is up to the people here today to decide if they want the rating district to pay for capital works. Cr Chinn explained to the meeting how some other rating districts work and that the landowner pays for capital works and then these works are included in the scheme and after two years the scheme then maintains the works.

Discussion took place on the meeting that took place on the 21st of September. Various speakers stated that they did not have enough notice of this meeting and some were unable to attend. M. Meehan apologised to the meeting and advised that no decisions were made as a result of this meeting. He advised that council resolved to form a rating district at Tuesday's council meeting and this decision was based on the survey sent out to ratepayers. Cr Davidson explained the advantages of having a rating district and stated that this is the most efficient way of getting works done. Cr Davidson stated that this is a large area and people have indicated that they want a rating district. Cr Davidson advised that at this stage capital works have been excluded and maintenance works only will be done but once the rating district is up and running if the capital works are wanted then capital works can be included.

M. Meehan advised that everyone in the proposed rating district has been sent two letters outlining the proposal. Mr Routhan addressed the meeting and stated that this meeting is about the future and not the past and it is time that something was done to protect everyone's land. Mr Routhan stated that if something is not done about the small amount of damage there now it could turn into a major job.

Cr Chinn advised the meeting that it is up to them to decide what works they want included in the rating district and what they are prepared to pay for.

W. Moen explained how the consent process would work for emergency works and answered questions relating to resource consents. W. Moen stated that there is no intention to try and divert the river or push the river away. W. Moen advised that the structures are designed to hold the river where it is along the left bank. Discussion took place on previous works undertaken on the Whataroa River. Cr Davidson advised that today's meeting is about progressing the rating district.

W. Moen advised that the number one priority is the river frontage area immediately downstream on the State Highway Bridge downstream including Mr Des Routhan's property. W. Moen advised that the cost of these works is around \$100,000 and the special rate should cover these works. W. Moen advised that once the rating district forms a committee then he and the committee could work out exactly what they would like the contractor to do.

M. Meehan advised that typically rating districts do not pay for capital works, they pay for maintenance works. Cr Chinn's concern and council's concern was that the first priority is the three spurs (that are capital works) but if this rating district decides to go with W. Moen's recommendation to pay for these capital works, then the rest is maintenance of existing structures. M. Meehan advised that the capital works will cost around \$50,000 and this would use about half of the money if the rating district strikes a rate of \$100,000.

Discussion took place on the apportionment of rates. M. Meehan explained the rating classes to the meeting and advised that those closer to the river (class A) will pay more than those further back from the river (class B). M. Meehan advised that some rating districts further south have decided to have an independent assessment of their classifications. M. Meehan advised that W. Moen has based the classification on his knowledge of the river and with discussions with those affected. Discussion took place on the basis of forming a rating district. M. Meehan advised that the river has changed since 2009 when the formation of a rating district was first considered. Cr Davidson said it is now up to the rating district to decide what work they want to do.

Moved "That the maintenance and the proposed capital works take place".

J. Spencer / M. Potae

Seven people were for this and eight were against. This motion was lost. P. Kennedy moved an amended motion.

Moved *"That the rating district is for maintenance works only and no capital works."*

P. Kennedy / P. Carroll

This motion was also lost.

P. Kennedy stated that he is opposed to putting in money to protect every farmer all the way along the Whataroa River. He stated he sold his farm to get away from the Whataroa River. He feels that the farmers on the river need to protect their own land. Discussion took place on this motion. M. Meehan advised that the capital works proposed would not go further downstream. He advised that what the meeting is voting on now is whether or not they wish to do the 1 and 3 priority works as one off capital works to keep the river where it is. Intense discussion took place on the current motion. D. Routhan stated that the Regional Council is trying to help and people need to do something. Another speaker suggested that capital works do need to be considered.

W. Moen suggested that time is taken to consider a workable system as if rash decisions are made now the whole scheme could be jeopardised. M. Potae stated that by not having capital works included does not make any sense.

P. Kennedy withdrew his motion.

M. Potae stated that wording of the motion needs to be correct so people know exactly what they are agreeing to. A speaker suggested number the groyne so that there is no confusion and include it in the motion. W. Moen clarified that the yellow crosses on the map indicate proposed new works, the green crosses are all existing works and the blue numbers are priority of works. Discussion took place on the formation of the committee and the function of a rating district.

Moved

"That the Whataroa Rating District undertakes the capital and maintenance works in the attached map number x – 7, with the capital works being undertaken as a one off."

This motion was lost.

M. Meehan advised that the works are still subject to resource consent and consent needs to be applied for within seven days of completing the works. A speaker asked if spur number 1 was necessary. W. Moen stated he believes this spur is necessary as there is a long section of unprotected bank. A speaker suggested that spur number 1 could be left out this year and kept an eye on in the meantime.

Cr Davidson advised that a decision needs to be made on what capital expenditure is required for this year and how much money is needed.

It was agreed that the incoming rating district committee would decide on what works are to be done.

RATES 2011 / 2012

Discussion ensued on rate strikes. D. Davidson explained that each year is a separate rating year. W. Moen explained that rate strike that they are going to set today is for the works that are planned in the next few months. W. Moen advised that if a rate of \$100,000 were struck now it would cover the cost of the proposed works.

"That the rate strike for the 2011 / 2012 financial Year is \$100,000(GST Incl)"

P. Carroll / M. Potae – Carried

ELECTION OF OFFICERS

Cr Davidson advised the meeting that they need to appoint a committee and / or a spokesperson. W. Moen explained the role of the rating district committee and spokesperson. He stated that in his role as River Engineer it is important that there is someone who he can get hold of if any work needs doing. W. Moen explained that the spokesperson saves the rating district money by liaising with him and that should there be a large issue then the decision is made whether or not a meeting or visit is required. B. Friend asked if the spokesperson is a member of the committee. W. Moen confirmed this. The rotation policy that the Wanganui rating district has in place was also explained to the meeting. It was suggested to the meeting that they have representatives from both the A & B classifications.

John Spencer was nominated by P. Kennedy seconded by M. Potae.
Des Routhan was nominated by J. Spencer seconded by K. Kelly
Mary Anne Potae was nominated by D. Routhan seconded by A. Lash
Keith Kelly was nominated by D. Bowater seconded B. Graham
Dale Bowater was nominated K. Kelly seconded A. Lash
Terry McBride was nominated by D. Horton seconded P. Kennedy
Dave Friend was nominated by J. Spencer seconded by Dale Bowater

It was agreed that a spokesperson and deputy spokesperson would be nominated.

Moved: ***"That John Spencer be elected as the spokesperson and Keith Kelly as deputy spokesperson for the 2011 / 2012 financial year."***

Moved: ***"That John Spencer, Des Routhan, Maryanne Potae, Keith Kelly, Dale Bowater, Terry McBride and Dave Friend be elected as the committee for the 2011 / 2012 financial year."***

D. Routhan / K. Kelly - Carried

GENERAL BUSINESS

D. Davidson invited that meeting to have their say on matters relating to the rating district.

It was noted that the meeting had agreed that the new committee would decide on what works are to be done in 2011.

M. Meehan stated that it would be helpful if a meeting were arranged for early next year to discuss the longterm strategy for the Whataroa Rating District. He stated that research needs to be done to work out what needs to be done with regards to the maintenance of existing works.

There being no further business, the meeting closed at 1.30 p.m.

Action Points for follow up

- Arrange meeting for early next year to discuss the longterm strategy for the Whataroa rating district.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
WAITANGITAONA RATING DISTRICT
HELD AT THE WHATAROA COMMUNITY HALL
ON 13 OCTOBER 2011, COMMENCING AT 1.45 PM

PRESENT

W. Nolan, G. Purcell, M. Dennehy, A. Lash, D. Bowater, M. Potae, P. Northcroft,

IN ATTENDANCE

West Coast Regional Council

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

M. Meehan, W. Moen, T. Jellyman, P. Birchfield (Staff)

APOLOGIES

A. Van der Poel, G. Julian, D. Straight

D. Bowater / A. Lash - 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 Meeting held on 16 September 2010, be adopted as a true and correct record of that meeting."***

W. Nolan / A. Lash - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the period ending 30 June 2011. He advised the opening balance was \$125,151.44 and as at the end of June this year the closing balance was \$149,930.16.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted."***

P. Northcroft / W. 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 2010 to 30 June 2011. W. Moen reported that \$24,422.25 worth of works was carried out during the reporting period. W. Moen carried out an inspection on the 29th of June 2011 in the company of W. Nolan and P. Northcroft. W. Moen advised that \$64,200 worth of works were identified. He advised this work includes a 100 metre extension to the lower retard. W. Moen advised that a resource consent is in place for a 200-metre extension and this work can now go ahead.

W. Moen advised that it would be prudent to allow \$12,000 for unforeseen work.

W. Nolan stated that he has been keeping an eye on the lower bank over the past year and he feels that the 100 metre extension should be done this year to stop the river from turning. Discussion took place on the cross sections; W. Moen advised that these are done every three years. He advised that the river is trending well.

RECOMMENDATION

1. That the Works Report covering the 2010 / 2011 financial year be adopted.

2. That the 2011 / 2012 works proposals be approved.

W. Nolan / P. Northcroft - Carried

RATES 2012 / 2013

W. Moen advised that he recommends a rate strike of \$30,000 in view of the fact that \$52,000 worth of works is required and the further \$12,000 for unforeseen maintenance. He advised that the balance in the rating district account at the beginning of the 2012 / 2013 year is likely to be \$123,000 (GST excl).

W. Nolan stated that he is happy with the works that have been done but said that this has depleted the account. P. Northcroft agreed that he would like to keep building up the account as the last retard may need extending.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$30,000 (GST Excl)."

P. Northcroft / M. Dennehy – Carried

ELECTION OF OFFICERS

T. Jellyman read out the names of the current committee. Cr Davidson asked if there were any further nominations. A. Lash was nominated by G. Purcell and seconded by M. Potae.

Moved:

"That

A. Lash

P. Northcroft

W. Nolan

G. Purcell

D. Bowater

D. Straight

be the committee for the 2011 / 2012 financial year."

D. Bowater / M. Potae - Carried

Moved: *"That W. Nolan be re-elected as the spokesperson for the 2011 / 2012 financial year."*

D. Bowater / M. Potae - Carried

GENERAL BUSINESS

A. Lash stated that he was unaware that it was not mandatory to fence off waterways on the West Coast. D. Bowater stated that resource consents state that a three metre riparian margin is required. Discussion took place on riparian margins and planting. M. Meehan advised that this matter is outside of the rating district meeting but he is aware of a complaint and the Compliance Dept is dealing with this. M. Meehan stated that fencing is not compulsory unless you have a consent that requires it. There are rules relating to the grazing of riparian margins that require the grazing does not cause or induce conspicuous slumping, pugging or erosion.

W. Nolan stated that there is concern that DoC has built a fence across the riverbed in the Waitangitaona River. W. Nolan stated that they are planting trees in this area. It was agreed that W. Nolan would talk to DoC regarding this matter.

There being no further business, the meeting closed at 2.05 p.m.

Action Points:

- W. Moen to send a copy of cross section report to the rating district Spokesman.

THE WEST COAST REGIONAL COUNCIL

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MINUTES OF THE ANNUAL MEETING OF THE
MATAINUI CREEK RATING DISTRICT
HELD AT THE WHATAROA COMMUNITY HALL
ON 13 OCTOBER 2011, COMMENCING AT 2.08 P.M.

PRESENT

W. Nolan, V. Northcroft, M. Nolan, K. Kelly

IN ATTENDANCE

West Coast Regional Council
B. Chinn, (Councilor), D. Davidson (Councillor)
M. Meehan, W. Moen, T. Jellyman, P. Birchfield (Staff)

APOLOGIES

I. Kelly, Fr Mahoney

W. Nolan / K. Kelly – 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 Meeting held on 16 September 2010, be adopted as a true and correct record of that meeting."*

W. Nolan / V. Northcroft – Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He reported that the opening balance was \$14,484.58 and the closing balance is \$19,137.23. He advised that no works were carried out during the reporting period.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

K. Kelly / W. Nolan - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the 2010 / 2011 works report. He advised that there were no works carried out during the reporting period.

An inspection was carried out on the 29th of June 2011 and no works were identified but he suggests that \$5,000 is allowed for the progressive cleanout over the entire length of the creek over a 5 year cycle.

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

K. Kelly / W. Nolan – Carried

RATES 2012/ 2013

W. Moen advised that the recommendation is that the rate strike be \$5,000. He reported that the balance in the rating district account is likely to be \$19,500 by the beginning of the 2012 / 2013 financial year. W. Moen stated that it is good to see the account building up. It was asked how much should the account build up to before the rate strike could be relaxed. W. Moen responded that \$25,000 would be a good amount to get to.

Discussion took place on whether or not gravel is building up in the creek bed. W. Nolan stated that the Golf Club is keeping an eye on this area. W. Moen advised that at some stage consideration should be given to doing cross sections surveys to see what is happening in the creek. W. Moen confirmed that the area where the cross sections would be done is at the top of the creek near the bridge.

RECOMMENDATION

Moved: ***"That the rate strike for the 2012 / 2013 financial Year is \$5,000 (GST Excl)."***

W. Nolan / V. Northcroft – Carried

ELECTION OF OFFICERS

T. Jellyman advised that in this rating district there is no committee but W. Nolan is the contact person.

Moved: ***"That W. Nolan be re-elected as the contact person for the 2011 / 2012 financial year."***

V. Northcroft / K. Kelly - Carried

GENERAL BUSINESS

There was no general business.

There being no further business, the meeting closed at 2.15 p.m.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
RAFT CREEK RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON 17 OCTOBER 2011, COMMENCING AT 10.04 AM.

PRESENT

S. Wright, B. O'Reilly, R. Burden

IN ATTENDANCE

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

APOLOGIES

There were no apologies.

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 Meeting held on 21 September 2010, be adopted as a true and correct record of that meeting."*

S. Wright / R. Burden – Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He reported that the opening balance at 1 July 2010 was \$16,869.47 and the current account balance is \$23,443.51.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

S. Wright / B. O'Reilly - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report for the 2010 / 2011 year. He reported that \$1,539 worth of works were carried out until 30 June 2011. He stated that these works were on George (Richard) Burden's property. W. Moen reported that as a result of discussions with S. Wright in July 2011 no immediate work requirements were identified but he recommended that \$6,500 be allowed for 50 hours excavator hire for annual maintenance.

S. Wright stated that there is a buildup of gravel on his land that requires 2 – 3 hours of digger work to clear. It was agreed that this gravel would be cleared.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

R. Burden / S. Wright – Carried

RATES 2012 / 2013

W. Moen advised that with the proposed works and the rate of \$8,000 previously struck for the 2011 / 2012 year, the balance in the rating district account at the beginning of the 2012 / 2013 year would be approximately \$25,000. W. Moen advised that the rate strike for the 2012 / 2013 year is \$8,000. S. Wright stated that it is good to see money building up in the account.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$8,000 (GST Excl)."

S. Wright / R. Burden – Carried

ELECTION OF OFFICERS

It was noted that traditionally this rating district has only ever had a spokesperson and not a committee as well. It was agreed that the status quo would remain.

Moved: ***"That S. Wright be re-elected as Spokesman for the 2011 / 2012 financial year."***

B. Reilly / R. Burden - Carried

GENERAL BUSINESS

B. O'Reilly stated that he saw an advert in the paper advising that a council quarry was for sale. B. Reilly asked C. Ingle if it was council policy to sell quarries off. C. Ingle advised that the quarry for sale is the Wanganui quarry and this quarry has reached the end of its useful life. C. Ingle stated that there is a little bit of rock in this quarry along with some decorative stone. W. Moen stated that council quarries are currently doing very well with there now being quite a demand for rock. It was noted that the Camelback quarry is one of council's best quarries. C. Ingle stated that council is putting a lot of money back into the quarries and there are now four or five quarries that are doing well. He advised that the Inchbonnie quarry is also working well. C. Ingle stated that there has been a lot of mucking out required in some quarries along with quite a bit of safety work also being done. C. Ingle advised that Council has asked staff to ensure that there are stockpiles of rock available in all quarries as during the heavy weather event in December rock supplies were depleted very quickly. W. Moen advised the meeting that the Kowhitirangi Lime Company Ltd is now selling rock.

There being no further business, the meeting closed at 10.15 a.m.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
KOWHITIRANGI RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON 27 OCTOBER 2011, COMMENCING AT 10.30 AM.

PRESENT

W. Diedrichs, R. Burdon, S. Keenan, B. Godfrey, J. Michell, T. Burdon, N. Monk, G. Monk, T. Taft, M. Hyde, B. Wilmshurst,

IN ATTENDANCE

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

APOLOGIES

A. Godfrey, P. Cook, B. Paterson

J. Michell / T. Taft - 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 Meeting held on 12 September 2010, be adopted as a true and correct record of that meeting."***

S. Keenan / T. Burdon - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011. He reported that the opening balance at 1 July 2010 was \$72,346.80. The rate strike during the reporting period was \$10,000 and total expenses were \$8,184.24 of which \$7,244.00 was costs for contractors. This left the account with a current credit balance of \$76,828.61.

Moved: ***"That the financial report for the 2010 / 2011 Year be adopted"***.

S. Keenan / T. Taft - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report, which covered the 12-month period; 1 July 2010 to 30 June 2011. He reported that \$7,244 worth of work was carried out up until 30 June 2011. W. Moen advised that he carried out an inspection on 29 June 2011 and no works were identified but he suggests that \$10,000 for unforeseen maintenance be allowed for.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

N. Monk / S. Keenan – Carried

RATES 2012 / 2013

W. Moen advised that the rate strike was \$10,000 last year and therefore the balance in the rating district account at the beginning of 2012 / 2013 is likely to be approximately \$79,000. W. Moen suggested that the rate strike for the coming year is \$10,000.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$10,000 (GST Excl)."

S. Keenan / T. Burden – Carried

ELECTION OF OFFICERS

T. Jellyman read out the names of the current committee. S. Keenan advised the meeting that Mr K. Nolan has asked to be withdrawn from the committee. S. Keenan stated that no other members of the rating district have contacted him requesting to come off or join the committee. S. Keenan suggests that with the exception of Mr Nolan the balance of the committee could be retained. S. Keenan expressed his thanks to Mr Nolan for his work on the committee over the past few years.

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

S. Keenan

R. Burdon

P. Cook

T. Taft

A. Godfrey

be re-elected as the committee for the 2011 / 2012 financial year."

T. Taft / G. Monk - Carried

Moved: ***"That S. Keenan be re-elected as the spokesperson for the 2011 / 2012 financial year."***

T. Taft / G. Monk - Carried

GENERAL BUSINESS

S. Keenan asked if the meeting could have an update on the wetlands court case. S. Keenan stated that the last he heard was the high court ruling in the Greymouth Evening Star on the 13th of August. C. Ingle advised the case has been back to the Environment Court since then. He gave a verbal update as to where things are at now.

S. Keenan advised that whitebaiters on the Hokitika River are complaining about an oily white sludge that was being discharged from stormwater system. He stated that when the council traced the source it was found to be from a greenstone factory. S. Keenan stated that the fines and dust from the greenstone are believed to have asbestos

properties and are possibly carcinogenic. S. Keenan expressed his concerned that dairy effluent could be discharged 3 kms from the river and the dairy farmer is fined \$50,000 in the Environment Court. S. Keenan feels that everyone should be treated even-handedly and he would rather have coliforms than carcinogenics. He asked why is their situation different to dairy farmers. C. Ingle advised that he would be very surprised if the discharge was carcinogenic. C. Ingle stated that his understanding was the person concerned took immediate steps to mitigate this discharge and there have not been problems since. S. Keenan feels that they should have a programme with what they are doing with their waste and should be treated the same way as dairy farmers. C. Ingle offered to find out more about the stone washing operation and report back to S. Keenan. C. Ingle stated that the new Code of Practice for dairying is working well. S. Keenan stated that it is good to see positives within the dairy industry with regard to compliance. S. Keenan stated that he feels there is a marked difference between industrial waste and coliforms. S. Keenan feels that the discharge from the stone washing operation should be analysed. C. Ingle agreed that a consistent approach and a level playing field is important and is a high priority for council.

There being no further business, the meeting closed at 10.51 a.m

Action Point

- S. Keenan requested that C. Ingle circulate the final wetlands plans once they become available.
- C. Ingle to report back to S. Keenan on stone washing discharge into Hokitika River.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
VINE CREEK RATING DISTRICT
HELD AT THE KOWHITIRANGI HALL
ON 17 OCTOBER 2011, COMMENCING AT 11.02 AM

PRESENT

B. Godfrey, M. Hyde, J. Michell, T. Burden, N. Monk, B. Wilmshurst, W. Diedrichs, G. Monk

IN ATTENDANCE

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

APOLOGIES

B. Paterson

G. Monk / J. Michell - 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 Meeting held on 21 September 2010, be adopted as a true and correct record of that meeting."***

N. Monk / J. Michell - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen presented the financial statement for the period ending 30 June 2011. He reported that the opening balance as at the 1st of July 2010 was \$115,574.73 and the closing balance as at 30 June 2011 was \$95,157.11. W. Moen advised \$51,618 worth of works were carried out during the reporting period.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***

G. Monk / N. Monk - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen presented the works report for the 2010 / 2011 period. He advised that \$51,618 worth of works were carried out by G.H. Foster Ltd during the reporting period. W. Moen reported that following an inspection he carried out on the 1st of July a small job requiring 500 tonne of rubble on the right bank was identified. He reported that this job would cost approximately \$6,500. W. Moen reported that the committee decided to put off clearing a section of the main channel this year but an eye will be kept on this area. N. Monk asked if anyone has had a look at the top end of the scheme. W. Moen responded that the

committee didn't go all the way to the top but felt that this area looked okay. J. Michell stated that a little bit of rock is required near Mr Wilmshurst's area.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

T. Burden / J. Michell – Carried

RATES 2012 / 2013

W. Moen advised that the recommended rate strike is \$45,000. He suggests that the same rate strike is retained. W. Moen advised that the balance in the rating district account is likely to be \$138,000 at the beginning of the 2012 / 2013 financial year.

RECOMMENDATION

“That the rate strike for the 2012 / 2013 financial Year is \$45,000 (GST Excl).”

N. Monk / T. Burdon – Carried

W. Moen advised that the money from the lease agreements goes back into the rating district's account. He advised that this amount is \$500 for the agreement above the bridge and \$500 for the lease below the bridge. A speaker asked what the lease agreements are for. It was noted that they are grazing leases and the areas are not to be used as stand off pads.

ELECTION OF OFFICERS

T. Jellyman read out the names of the current committee. Cr Davidson asked if anyone wished to come off or go on to the committee. It was noted that R. Oats has moved away from this area. T. Burden nominated B. Wilmshurst to replace R. Oats and J. Michell seconded this. B. Godfrey nominated M. Hyde and N Monk seconded this. G. Monk was removed from the committee.

Moved: ***“That:***

B. Wilmshurst

M. Hyde

J. Michell

T. Burden

N. Monk

be elected as the committee for the 2011 / 2012 financial year.”

N. Monk / T. Burdon - Carried

Moved: ***“That J. Michell be re-elected as the spokesperson for the 2011 / 2012 financial year.”***

N. Monk / T. Burdon - Carried

GENERAL BUSINESS

C. Ingle advised that there was an action point in last year's minutes that the Envirolink funding was investigated to seek solutions for the slip at the top of the Vine Creek

catchment. He stated that he was told after the meeting that the scale of the problem meant this was impractical. C. Ingle stated that it is now a lot harder to get money for this type of project but he offered to contact G. Smart to review the scheme. C. Ingle stated that there is another similar situation at Granite Creek in Karamea but is at a smaller scale. W. Diedrichs asked how long it would take for gravel to enter the creek. W. Moen stated that monitoring of the creek every year would give a better idea as to how long this would take. W. Diedrichs asked where would this gravel be put. W. Moen stated that longterm the bank can only be raised so high and what to do with the spoil after this would be a problem as it would be expensive to cart the spoil away. W. Moen stated his view is to keep the banks in equilibrium. W. Moen stated if there is not land available to put this spoil on then there is a problem. W. Diedrichs asked how much gravel was taken out of the creek below the bridge during the cleanout. W. Moen confirmed that nothing was taken out from below the bridge because this area was reasonably clear. W. Moen advised that if only the bottom section of the creek is cleaned out then it would fill up pretty quickly. W. Moen stated that his advice is to keep on taking gravel out over the section above the bridge and do this in cycles as the rating district can afford it. It was asked where this spoil would be put. W. Diedrichs stated that he does not think bulldozing is a good idea as it never got rid of the gravel, it slowed the creek up and then sluiced it out and filled it up again. W. Moen stated that bulldozing to clear the creek is the cheapest option to widen the creek. W. Moen stated that it is up to the committee as to how they want to do this. W. Moen advised that by putting the spoil to one side close to where it is taken from means that progressively, a stopbank is built in this area. W. Moen stated it is a lot cheaper to put the spoil somewhere close by than it is to have to cart it away. W. Moen asked W. Diedrichs if he was prepared to sell some of his land so the spoil could be put there, as where to put the spoil is a real issue. C. Ingle stated that sooner or later space will run out and there will be nowhere to put the spoil. W. Diedrichs stated that if B. Wilmshurst is agreement then could the spoil be placed on his frontage. N. Monk asked W. Diedrichs if he was prepared to sell his part of the creek bed to the scheme. W. Diedrichs responded that he is not prepared to sell. He feels there are two alternatives with one being B. Wilmshurst frontage, second option is to try to encourage the spoil under the bridge further down. C. Ingle responded that the third option would be to use the Public Works Act to acquire the land to be taken for the scheme if the rating district wants to go down this track. He stated there should not be one landowner holding up the scheme. Cr Davidson suggested that a letter is sent out asking the landowners if they wish to sell land to the council for this purpose. W. Moen stated that there is not much point progressing this matter if W. Diedrichs is not prepared to sell some of his land. W. Moen stated that digging out spoil from under the bridge would not make a major difference. Further discussion took place on where to from here and it was agreed that a review of the scheme would be done prior to the next annual rating district meeting.

W. Diedrichs stated that he would like the drain cleaned out near the third gateway. He would like a drain put in here. It was agreed that this wouldn't be done, as there is concern that scouring in this area could occur.

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

Action Points

- C. Ingle to contact G. Smart to review the scheme's operation.
- C. Ingle to check lease agreements specify the leased areas are for grazing only and not for standing off stock.
- Review of rating district scheme prior to next year's annual meeting.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
KANIERE RATING DISTRICT
HELD AT THE St JOHNS ROOMS, STAFFORD STREET, HOKITIKA
ON 17 OCTOBER 2011, COMMENCING AT 6.33 PM.**

PRESENT

E. Temple, K. Griffiths, M. Orchard, M. Ward, J. Jones, G. Provis, G. Linklater, H. Collett, A. Pragnall, D. Cartwright, B. Wilson

IN ATTENDANCE

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

APOLOGIES

S. Pugh

A. Pragnall / H. Collett - 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 Meeting held on 20 September 2010, be adopted as a true and correct record of that meeting."*

G. Provis / G. Linklater - Carried

MATTERS ARISING

There were no matters arising.

FINANCIAL REPORT

W. Moen spoke to the financial statements for the financial period ending 30 June 2011. He advised that at the start of the reporting period there was \$51,620.31 in the account and the closing balance as at 30 June this year is \$56,769.89 which includes the \$4,000 rate strike.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

H. Collett / M. Orchard - Carried

WORKS REPORT

W. Moen spoke to the works report, which covered the 12-month period; 1 July 2010 to 30 June 2011. He advised that no works were carried out during the reporting period.

W. Moen carried out an inspection on the 1st of July 2011 and it was noted that increased erosion has taken place upstream of the existing works but at this stage no remedial works are required. W. Moen advised that he is keeping an eye on this area and eventually an extra deflector groyne and associated rock work will be required, in the next two to five years. W. Moen advised that these works could cost up to \$100,000. He advised that the suggested timeframe might vary should there be an emergency situation. W. Moen suggests that \$3,000 is allowed to unforeseen maintenance. G. Provis asked how much is required for one groyne.

W. Moen advised that this would cost between \$50,000 to \$60,000. G. Provis stated that there is almost enough money in the account for this work. W. Moen stated that costs couldn't be confirmed until the job is tendered out to contractors. W. Moen explained how this work would be done. He stated that he would be reluctant to do works further out than the legal boundary.

G. Linklater tabled a letter that he wishes to discuss. It was decided to ask W. Moen to give a history of the rating district prior to the letter being discussed. W. Moen advised that the rating district was formed in the early nineties following a major flood event. The area immediately above Kaniere Bridge on the north side of the river was badly affected and some houses in this area were flooded. W. Moen advised there was a collective approach from residents to the regional council requesting that something be done in this area. W. Moen stated that Westland District Council and NZTA were contacted to assist with this. A three groyne design was done and a rating district was set up to cover the costs of these works and the works were paid for over a period of approximately five years. W. Moen stated that once the works were constructed there was no further work required but there will be new capital work required soon. W. Moen stated that his advice to all rating districts is to maintain the existing works that are in place and to build up a nest egg in their rating district account in case of a major event that causes significant damage to the works.

W. Moen advised that the rating district covers the area from the Kaniere Bridge up to close to the turn off to Kowhitirangi. A speaker asked if the rating district covered the Kaniere Tram area. W. Moen confirmed that it didn't and therefore those present who are not in the rating district left the meeting.

W. Moen advised that meeting that it is important that they plan financially for these works, as sooner or later they will need to be done. He advised the meeting that \$3000 is allowed for unforeseen maintenance. C. Ingle agreed with W. Moen and advised that it is important to consider these potential future capital works.

M. Orchard read out G. Linklater's letter to the meeting. Mr Linklater wants the works that were suggested at last year's meeting completed, as he is concerned about the amount of erosion in this area. Mr Linklater would like costings done for the groyne and the riprap.

W. Moen advised that when the rating district was first established the option for a flood protection and erosion scheme was offered but the rating district turned down the flood protection idea so therefore it is now only an erosion protection scheme. W. Moen advised that it would take about eight hours of his time to undertake a site visit and to prepare a plan.

W. Moen advised that there is nothing to stop the rating district from putting in 100 metres or rock rip rap each year and work away at this. Cr Davidson advised it is up to the meeting to work out what they want to do. Discussion took place. It was agreed that W. Moen would prepare a plan and costings and put these options to the rating district.

Moved: ***"That the West Coast Regional Council prepare a proposal including the options and cost of each option for increased erosion protection in the Kaniere Rating District, from the end of the current works to the beginning of Nelson Cook's property (Cooks Hill)".***

G. Linklater / M. Orchard – Carried

W. Moen explained the \$3000 in the works report is an allowance for unforeseen expense that could occur over the next year. This money is in the current account and is not an extra expense to the rating district.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.**
- 2. That the 2011 / 2012 works proposals be approved.**

H. Collett / G. Provis – Carried

RATES 2012 / 2013

W. Moen advised that with the proposed works and the rate of \$4000 previously struck for this current year the balance in the rating district account at the beginning of the next financial year is likely to be \$59,000. W. Moen advised that he feels in view of the potential works he feels the rate strike should be increased from \$4000 last year to \$6000 for the coming year.

G. Provis moved that the rate strike remain at \$4000 this was seconded by M. Ward.

G. Linklater moved an amendment that the rate strike is \$6000; M. Orchard seconded this. Cr Davidson asked for a show of hands, the vote was 2/4 and the amendment was lost.

RECOMMENDATION

"That the rate strike for 2012 / 2013 is \$4,000 in view of the potential upstream works (GST Excl)."

G. Provis / M. Ward - Carried

ELECTION OF OFFICERS

The names of the current committee and spokesperson were read out. Cr Davidson asked if all were still available and this was confirmed. It was agreed that the status quo would remain.

Moved: ***"That G. Linklater be elected as the spokesperson and M. Orchard be the deputy spokesperson for the 2011 / 2012 financial year."***

H. Collett / G. Provis - Carried

Moved: ***"That all members present be on the Committee, the current Committee now consists of J. Collett, G. Linklater, G. Provis, J. Jones, M. Ward and M. Orchard."***

H. Collett / G. Provis - Carried

GENERAL BUSINESS

C. Ingle asked if the work that W. Moen is preparing is supposed to be coming back to a full meeting or just to the committee. It was agreed that this information would be sent to the spokesperson of the committee.

Cr Davidson thanked the meeting for their attendance.

There being no further business, the meeting closed at 7.15 pm.

Action Points

- W. Moen to prepare options and report back to rating district to discuss where to from here with regard to the increased erosion upstream of the existing works.
- W. Moen to send a copy of original rating classifications and map of the rating district to M. Orchard.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
SOUTHSIDE HOKITIKA RATING DISTRICT
HELD AT THE ST JOHNS ROOMS, STAFFORD STREET, HOKITIKA
ON 17 OCTOBER 2011, COMMENCING AT 7.40 PM.**

PRESENT

S. Gordon, H. Hamilton

IN ATTENDANCE

West Coast Regional Council

D. Davidson (Councillor).

B. Chinn (Councillor)

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

APOLOGIES

There were no apologies

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 Meeting held on 20 September 2010, be adopted as a true and correct record of that meeting."*

B. Chinn / D. Davidson - Carried

MATTERS ARISING

As neither Mr Gordon nor Mr Hamilton was present at last year's meeting, the minutes were therefore moved and seconded by Cr Chinn and Cr Davidson.

Cr Chinn commented that if the rate strike was not struck then council could force a rate strike.

FINANCIAL REPORT

W. Moen spoke to the financial statements for the financial period ending 30 June 2011. He reported that the opening balance as of 1 July 2010 was deficit of \$4,068.88 but with the \$5,000 rate strike the closing balance is \$618.84 in credit.

Moved: *"That the financial report for the 2010 / 2011 year be adopted".*

S. Gordon / H. Hamilton - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen advised that there were no works carried out between 1 July 2010 and 30 June 2011. W. Moen reported that undertook an inspection on the 1st of July and no immediate works were identified but he advised that it would be prudent to allow \$5,000 for unforeseen works. W. Moen advised that should any works be required then the cost would be shared 50/50 between NZTA and the rating district.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

S. Gordon / H. Hamilton – Carried

RATES 2012 / 2013

W. Moen explained that because there was a zero rate for the 2011 / 2012 year, it is likely that the rating district account balance for the 2012 / 2013 year will be \$2,000 in debit (assuming some maintenance costs occur during the year). He stated that this is very dangerous ground. He stated that if there was to be any work between now and the end of June there would be nothing in the account to cover it. W. Moen therefore recommends a rate strike of \$5,000 for the 2012 / 2013 financial year. H. Hamilton stated that the expenses for the year were \$312.28. W. Moen explained costs involved over the year. It was noted that NZTA only pay for actual work. Extensive discussion took place. C. Ingle advised that the annual inspection carried out by W. Moen checks to ensure that the structures in place are all functional. C. Ingle advised that it is council's responsibility to ensure that the assets within the rating district are maintained and are functioning well. He advised that if a rate isn't agreed to at this meeting then council could apply one anyway for the rating district. W. Moen stated that the rate strike needs to be at least \$2,500 for the coming financial year. S. Gordon asked if this is enough. W. Moen confirmed that it is. W. Moen advised that to date the rating district has been very lucky in that there has been very little work required. W. Moen explained that it is risky not have a nest egg in the rating district account. S. Gordon stated that \$2,500 is better than nothing and he is happy with this amount. H. Hamilton stated that he is happy to pay for any work as required.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$2,500 (GST Excl).

S. Gordon / H. Hamilton – Carried

ELECTION OF OFFICERS

H. Hamilton is currently the spokesperson. It was noted that all members of the rating district are members of the committee. It was agreed that the status quo would remain.

Moved: ***"That H. Hamilton be re-elected as the spokesperson for the 2011 / 2012 financial year and that all members of the Rating District be members of the Committee."***

S. Gordon / H. Hamilton - Carried

GENERAL BUSINESS

S. Gordon asked W. Moen where the newest or latest rating district has had the most recent emergency river works done. W. Moen responded that Taramakau settlement recently had works done. S. Gordon stated that the last lot of rock in the rating district was not as good as the first lot. W. Moen responded that the first lot of rock was of exceptional quality.

There being no further business, the meeting closed at 8.03 pm.

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PUNAKAIKI RATING DISTRICT HELD AT THE PUNAKAIKI TAVERN ON 20 OCTOBER 2011, COMMENCING AT 7.08 PM.

15/10
1/2

PRESENT

S. Casey, M. Keating, F. Keating, S. Griffin (Buller District Council), G. Beynon, I. Ryder, A. Beynon, L. Totzauer, J. Lightfoot, C. King, G. Howard, A. Palmer,

IN ATTENDANCE

West Coast Regional Council
T. Archer (Councillors)
M. Meehan, W. Moen, T Jellyman (Staff)

APOLOGIES

S. Duncan

A. Beynon / F. Keating - Carried

BUSINESS

T. Archer opened the meeting and welcomed those present to the meeting. He introduced himself and the Council staff. He asked if all present are members of the Punakaiki Rating District. This was confirmed.

Moved: *"That the minutes of the previous Annual Meeting held on 14 September 2010, be taken as read."*

J. Lightfoot / I. Ryder - Carried

Moved: *"That the minutes of the previous Annual Meeting held on 14 September 2010, be adopted as a true and correct record of that meeting."*

I. Ryder / A. Beynon - Carried

MATTERS ARISING

It was asked if the 400 tonne of rock has been placed or has it just been allowed for. W. Moen confirmed that this rock has been placed. A speaker asked if higher quality rock could be sourced. W. Moen advised that this rock was sourced from MBD's quarry at Rapahoe. He advised that the rock from Kiwi Quarry is of better quality but this quarry is at Stillwater and therefore cartage is more expensive as it is twice as far away as Rapahoe. Discussion took place on the cost of the rock when the seawall's was first constructed. W. Moen advised that this rock cost almost nothing. He stated that the seawall was built for around \$360,000 as the rating district wanted the cheapest possible job done. W. Moen stated that if a higher quality rock had of been used the cost would have almost doubled. G. Beynon stated that the original rock was from a mine site and was free. G. Beynon stated that the original price of the seawall was \$600,000 and everyone turned this down. He advised it was supposed to be a metre higher than it is and it was agreed to lower it down by a metre and use cheaper rock to keep the price down. G. Beynon stated if the seawall hadn't have been put in the houses at the front would not be there now. Cr Archer commented that if small blowouts are repaired with higher quality rock, which costs more, then a small part of the wall will be a better quality wall but the remainder of the wall is still the same original quality. Cr Archer stated that the choice is the rating districts as to what quality of rock they want. A speaker asked if it would be feasible to concrete the top of the rock on the seawall. W. Moen stated that this would be very expensive and possibly in the hundreds of thousands. He advised that this has never been done anywhere else on the West Coast. W. Moen stated that he stands by this wall and if the quality of

rock is that bad then how come the wall is still standing after ten years and very little has been spent on the upkeep of the wall.

FINANCIAL REPORT

W. Moen presented the financial statements for the financial period ending 30 June 2011.

W. Moen advised that the balance in the loan account as at 30 June 2011 of \$1,938.79. He advised that the maturity date of this loan is November 2015.

W. Moen drew attention to the expenses and revenue in the maintenance account. He advised that the opening balance as at 1 July 2010 was \$41,443.08 and the closing balance in this account as at 30 June 2011 is \$39,142.32.

A question was asked of the \$2,000 for staff time. W. Moen responded that this is for his time attending rating district meetings and his time for the drawing up of contract documents for work here and the supervision of these works.

Moved: ***"That the financial report for the loan account for the 2010 / 2011 year be adopted".***

I. Ryder / J. Lightfoot - Carried

Moved: ***"That the financial report for the maintenance account for the 2010 / 2011 year be adopted".***

F. Keating / L/ Totzauer - Carried

MATTERS ARISING

There were no matters arising relating to the financial report.

WORKS REPORT

W. Moen clarified a matter that was discussed in the financial report. He advised that when a rock structure is built there are two components, large rock, which is the bulk of the job and smaller rock which is placed in the gaps between big rocks to lock them together. Small rock is called rubble.

W. Moen presented the 2010 / 2011 works report. He advised that the total cost of works was \$16,505.

W. Moen reported that as a result of the inspection that he carried out on the 12th of July 2011 no major areas of concern were identified. W. Moen advised that although there are no anticipated repair works to be done he always allows a contingency fund to allow for any works between now and the next financial year that might be needed. He advised that he has allowed \$12,000 for unforeseen maintenance and this probably would not be used.

M. Keating asked W. Moen why he does his inspection in July, he feels this should be done a fortnight ago, as it is now October. M. Meehan responded that council has 23 rating districts and W. Moen has to get around all of them. M. Meehan advised that the last two weeks have been taken up with rating district meetings and previous to this big jobs in Franz Josef and Whataroa have taken up W. Moen's time. W. Moen advised that he always checks on this rating district whenever he is driving past to visit rating districts further north such as Karamea.

RECOMMENDATION

- 1. That the Works Report covering the 2010 / 2011 financial year be adopted.***
- 2. That the 2011 / 2012 works proposals be approved.***

I. Ryder / G. Beynon – Carried

RATES 2012 / 2013

W. Moen advised that the reason he is suggesting a \$15,000 rate strike is because in the last financial year a rate of \$15,000 was struck. He advised that this current year the rate strike was reduced to \$10,000 and the problem is that \$16,000 was spent. W. Moen advised that it wouldn't

take long if a smaller rate is being collected and spending more than the rate for the balance to go down. W. Moen advised that a \$15,000 rate strike would allow the account to build. It was noted that if nothing were spent then the account would build up. W. Moen stated that he always encourages rating districts to build up their accounts so that if there is a major event they don't have to raise a loan or write out personal cheques to cover the costs of repair works.

Cr Archer explained to the meeting that the outcome of this meeting on the rate strike is a recommendation to council and the council will determine what the rate strike is. M. Keating asked if the rating district decision on the rate strike is a binding decision. Cr Archer advised that it is a binding decision of this meeting but does not affect the outcome because the rating district can't strike a rate only the council can. Cr Archer stated that during his term on council there have been instances when a recommendation from the rating committee to do something has been overturned by council.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$15,000 (GST Excl)."

J. Lightfoot / I. Ryder

M. Keating moved an amendment to the motion. "That the rate strike for the 2012 / 2013 financial Year is \$10,000 (GST Excl)." The amendment lapsed due to lack of a seconder.

Cr Archer put the original motion. This was carried. M. Keating was against this motion.

ELECTION OF OFFICERS

Cr Archer read out the names of those on the committee and advised that G. Beynon was elected as the spokesperson. Cr Archer called for nominations for the committee. G. Beynon nominated M. Keating.

It was noted that M. Wilkins is not present. F. Keating asked to be removed from the committee

Moved: ***"That the committee for 2011 / 2012 consist of G. Beynon, M. Wilkins, S. Casey, M. Keating, A. Beynon, I. Ryder, L. Totzauer and J. Lightfoot".***

I. Ryder / G. Lightfoot – Carried

J. Lightfoot be elected as Chairperson for the 2011 / 2012 financial year."

G. Beynon / I. Ryder – Carried

GENERAL BUSINESS

W. Moen drew attention to cross section data analysis at the bottom of his report. He advised that cross sections are done every year and between March 2010 and April 2011 the indications were that from the south end to Owen Street (camping ground) a general accretion (build up) is trending in this area with an overall build up of 24,500 m³ of material. W. Moen advised that going north from Owen Street to the Pororari River there was a general erosion trend with an overall loss of 115,300 m³ of material. W. Moen advised that simply this means there is a build up in the area south of Owen Street and general erosion in front of the camping ground area. W. Moen advised that this information was as of the time of the survey and could have changed by now. He advised that these cross section are part of a requirement for the resource consent. I. Ryder confirmed that this is a DoC requirement. A comment was made that this data is meaningless and should the rating district bother with the cost of this. W. Moen advised that the rating district is only paying half of the cost as the general ratepayer is paying the rest. W. Moen advised it is sensible to keep doing the cross section because if there was a major event then this information is helpful. I. Ryder stated that

anything coming from the south is taking sand away and anything from the north brings it back. I. Ryder stated this is what has been happening for the last 14 years but it is worse now at the camping ground because the energy has been shifted to this area and it is unprotected. Cr Archer asked if the surveys over the years would show this trend. I. Ryder stated that weather conditions are changing on the West Coast. M. Meehan advised that this is a consent condition but over time there is a trend then a variation to the consent cancelling the monitoring condition could be made to council. W. Moen stated that longterm there are going to be problems in the camping ground area. He advised that it was expensive to put rockwork in place right up to the Pororari Bridge. W. Moen advised that at some stage a decision would need to be made on future works in this area. G. Beynon asked how much these works could cost. W. Moen responded that it could be as much as \$600,000 to \$700,000. M. Keating asked if the sea came through at the camping ground would the rating district be obliged to pay for this work. W. Moen advised that it would be up to the rating district to decide what they want to do about this. A. Beynon asked if the lease for the camping ground is sold who is then responsible for works in this area. Cr Archer stated that it would depend on the conditions of the lease but it is usually the responsibility of the landowner. S. Griffin advised that DoC owns this land and Buller District Council owns the building. S. Griffin stated that DoC is not interested in protecting this area, as they believe erosion is a natural process and they are happy for natural process to take its course. S. Griffin advised that if erosion is starting to threaten houses then there might be a bit more thrust to extend the wall. It was noted that the sewage system is Buller District Council's responsibility and this would not be that costly to relocate.

A. Palmer stated that he feels that only good quality rock should be used for repair works from now on. I. Ryder stated that there are only a limited number of ratepayers to pay for rock. A. Palmer stated that it would be better to repair less of the wall with better rock each year than throwing money into the sea. Further discussion took place on rock quality. F. Keating asked what is the rock on the road. W. Moen confirmed that this rock is the original rock from the seawall that is crumbling and breaking down in the sun. M. Meehan stated that two prices for rock could be obtained when there are proposed works needed if this is the wish of the rating district. Cr Archer reminded the meeting of the previous decisions that have been made at rating district meetings with regard to proposed works. Cr Archer advised that the process is for W. Moen to contact the rating district's spokesperson who then discusses the proposed works with the committee and if any work required is to going to exceed the initial budget then the committee makes a decision. W. Moen stated that works are up to \$15,000 and anything above this comes back to the committee. It was agreed that two prices would be prepared with one price for higher quality rock and a price for similar priced rock that has been used to date. W. Moen asked that if anyone present knows of a good rock source that is handy if they could please let him know.

There being no further business the meeting closed at 8 p.m.

Action Point:

- M. Meehan to approach DoC to ascertain if they are prepared to agree to rock being taken from the National Park.

THE WEST COAST REGIONAL COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE
KONGAHU RATING DISTRICT
HELD AT THE LITTLE WANGANUI HOTEL
ON 25 OCTOBER 2011, COMMENCING AT 11.00 AM**

PRESENT

R. Steadman, J. Hayton, B. Jones, L. Kees, K. Kees, F. Bjerring, R. Anderson, G. Volckman

IN ATTENDANCE

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

APOLOGIES

Cr R. Scarlett, K. Gavigan, C. Hellyar

B. Jones / R. Anderson - Carried

BUSINESS

T. Archer opened the meeting and welcomed those present.

He introduced himself and the Council staff. T. Archer advised the meeting that this is a public meeting; anyone can attend but not necessarily speak or comment. T. Archer asked for confirmation that all present are actual ratepayers to the Kongahu Rating District. R. Steadman and J. Hayton identified that they were from outside the Kongahu rating district. They own a property at Captains Creek.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

Moved: ***"That the minutes of the previous Annual Meeting held on 17 September 2010, be adopted as a true and correct record of that meeting."***

L. Kees / K. Kees - Carried

MATTERS ARISING

B. Jones asked if the levels have been done for the possible lifting of the road at Little Wanganui. W. Moen responded that the levels have been done, a design and a rough costing have also been done but the project has been put on hold. B. Jones stated that he feels that the proposed height of one metre is a bit excessive, as a metre would block everything off and he is not familiar with this height being quoted before. It was noted that not everyone present is in favour of the raising of the road. W. Moen advised this project would be subject to a resource consent. C. Ingle advised that his recollection is that there was an alternative proposal from Mr Kees about redoing some humping and hollowing and this matter took over from the raising of the road issue. L. Kees advised that the lifting of the hump in question is irrelevant. W. Moen stated that if the humping and hollowing were rearranged then that would alleviate the issue of raising the road. L. Kees disagreed, R. Anderson asked who put the project on hold. C. Ingle stated that because it wasn't discussed at last year's meeting he assumed that it was no longer urgent. C. Ingle advised that the levels information could be brought back to the committee to progress this matter. It was agreed that this information would be provided to the committee prior to the next annual meeting.

ACTION POINTS:

C. Ingle reported that the Little Wanganui Bridge was inspected. He advised that the NIWA consultant that C. Ingle could have got at no cost to the rating district was too busy. C. Ingle offered to engage the services of a consultant to review the issue, if the rating district is willing to pay for this. W. Moen suggested that the consultant could also look at the affects of lifting the road off as well. C. Ingle advised that the consultant might well suggest that a LIDAR survey is done and this would cost approximately \$50,000. C. Ingle explained that a LIDAR survey is a flyover, which is like a radar, taken from the sky using lasers and tells you the terrain and maps out the ground levels throughout the whole floodplain. He explained that this is then used to create a digital elevation model and they map where the water is going to go, as they know down to the nearest centimetre where the ground levels are. He advised this has been done in Karamea but it is quite expensive. L. Kees asked what areas of the catchment are considered to be the flood plane. C. Ingle responded that it would be both sides of the Little Wanganui River.

C. Ingle advised that the second point to investigate the price of fabric sock for the slip in the Granite Creek catchment was found to be pointless. C. Ingle reported that a consultant engineer gave advice on this matter, but after a visit to this area by council staff it was found that the fabric sock solution was never going to work. C. Ingle conferred with W. Moen on this and W. Moen advised that there is no short term solution for Granite Creek. W. Moen stated that the amount of fine sediment that Granite Creek is carrying is ongoing and unless something is built at the top of the catchment then there is nothing that can be done.

C. Ingle stated that the option of digging out the Granite Creek channel that has been discussed several times but the prevailing view is that this option would be unaffordable, as it would still constantly fill up again. C. Ingle advised that nothing further has been done on this option other than a resource consent process for a new channel into the estuary that was started but was put on hold. C. Ingle stated that at last year's meeting this was discussed and then discussed at the Karamea rating district meeting and they agreed to do the top end of this catchment but nothing else. C. Ingle advised that council was trying to get support from the wider valley rather than just the Kongahu rating district. R. Anderson stated that the build up under the Granite Creek Bridge would be the district council's problem if the bridge were affected. C. Ingle advised that using the Blackwater outlet for the contour channel could also be an option. C. Ingle stated he would be interested to hear whether or not backing up and flooding of Granite Creek has been a problem for people at the bottom end of the catchment. Cr Archer encouraged the meeting to decide whether or not they want to wait for the opportunity for this to be done free if that is possible or does the rating district want to spend some money and pay for some expert advice. L. Kees stated that they are no further ahead today than what they were two years ago.

Moved: ***"That \$5,000 be spent on engaging a Consultant to investigate options for keeping the Little Wanganui River floodwaters out of the scheme."***

L. Kees / R. Anderson – Carried

W. Moen advised that he is doubtful as to whether removing all the willows is going to improve flow capacity enough to stop overflows going into the top of the scheme. G. Volckman stated that these willows were never planted manually. G. Volckman feels that silt build up is what has created the problem and if it is building up under the bridge then silt will be building up everywhere else as well. Extensive discussion took place. G. Volckman asked why is a consultant is needed to tell them what to do when they could decide for themselves. R. Anderson stated that the flow of water down into the swamp needs to be stopped and someone needs to come up with an idea on how to do this. R. Anderson stated that building the road up won't help. B. Jones stated that a consultant needs to be asked to come up with a recommendation on the best way of reducing the flow of floodwater through the swamp and it needs to be fair and equitable for everyone. W. Moen stated this is the key and whatever is done will require a resource consent and all parties have to be happy to sign off on this. B. Jones stated that his intent has always

been to reduce the flow of water into the swamp and not to stop it completely. Everyone present agreed with this statement.

FINANCIAL REPORT 2010 / 2011

W. Moen spoke to this report. He advised that the opening balance at the start of the financial year was \$46,137.70 and the closing balance as at 30 June 2011 was very similar at \$46,731.67. W. Moen stating that the balance is holding equilibrium.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***

L. Kees / R. Anderson - Carried

MATTERS ARISING

There were no matters arising.

WORKS REPORT

W. Moen spoke to this report advising that \$7,088 worth of works were done during the 2010 / 2011 financial year. These works included surveying of the road, clearance of drains on the Volckman and Kees properties and aerial spraying.

W. Moen reported that after discussions with the spokesperson in July no additional works were identified. He advised that letters were sent out to all ratepayers to ascertain any drain clearing requirements. W. Moen advised that he has allowed \$8,500 for unforeseen works, which includes the aerial spraying for the coming year.

RECOMMENDATION

1. That the Works Report covering the 2010 / 2011 financial year be adopted.

2. That the 2011 / 2012 works proposals be approved.

G. Volckman / B. Jones – Carried

L. Kees stated that there is a small job needing to be done at the end of the straight heading to Karamea. W. Moen advised that small jobs like this are left up to the spokesperson and the committee to deal with. B. Jones advised that there is a small maintenance job in the contour channel requiring attention as well. It was agreed that the committee would address both of these small jobs.

2012 / 2013 RATE STRIKE

W. Moen suggests that the status quo remain for the rate strike again this year. He recommends that the rate strike is \$7,600 GST Excl.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$7,600 (GST Excl)."

B. Jones / R. Anderson – Carried

ELECTION OF COMMITTEE AND SPOKESPERSON

It was noted that all ratepayers in the rating district are members of the committee.

Moved: *"That the entire rating district are on the rating district committee for the 2011 / 2012 financial year."*

B. Jones / G. Volckman- Carried

Moved: *"That B. Jones re- elected as the spokesperson for the 2011 / 2012 financial year."*

L. Kees / R. Anderson – Carried

GENERAL BUSINESS

Cr Archer read out a letter addressed to B. Jones from Clive Hellyar advising that Mr Hellyar and K. Gavigan do not want any action on the section of the contour drain that runs along their boundary, either mechanical or spraying. B. Jones responded that each year this couple make the same request and to the best of his knowledge there was nothing done in this area again this year. B. Jones advised that this section of the contour drain is part of the scheme and should it need to be cleaned out then the committee reserves the right to clean it. F. Bjerring stated that there is good flow in this area. W. Moen stated that if planting of flax is done it is important there is access should a cleanout be needed.

Cr Archer asked the meeting if they wished to discuss further options for the remediation of Granite Creek. B. Jones stated that he feels there is no point in trying to deal with Granite Creek. He stated that he is affected by it in other ways and feels that the Kongahu rating district is not getting any traction in seeking help from the Karamea rating district. B. Jones stated that Granite Creek has minimal impact on the swamp itself and he would rather pursue different means of dealing with this that would be permanent. B. Jones stated that R. Anderson suggested some time ago to run a channel beside the swamp side of Granite Creek road and out through where Blackwater Bridge was. B. Jones stated that he has come up with a slightly different channel to this, which is pretty much already formed. This is 70 metres up from the Contour Channel Bridge and there is already a hollow in this area that links up with a major drain further on and would then go out through the creek behind B. Jones's house. This would go through a floodgate and the amount of water going through this might need to be restricted. B. Jones stated in times of flood there would still need to be an outlet through Granite Creek and a floodgate would be needed to stop saltwater going in. B. Jones also suggested putting in a 1200 ml pipe under the bank. B. Jones displayed a map and explained the plan in detail to the meeting. Cr Archer invited the meeting to view the map and plan. Discussion took place on the use of a floodgate in this area. It was noted that John Hyndman and Stewart McGregor would need to be agreeable to this plan. It was agreed that B. Jones's plan is investigated further and W. Moen and B. Jones would look at options for the bottom end of Granite Creek and Graham Smart would look at options for the flood flows from the Little Wanganui.

B. Jones asked W. Moen for clarification on the resource consent for cleanouts in the Otumahana Estuary Blackwater Channel. W. Moen advised that there is a current consent for cleaning out the Blackwater. B. Jones asked if there is a definite 1 km restriction from the Blackwater Culvert to the estuary on this consent. C. Ingle asked B. Jones if the Otumahana Estuary needs cleaning out again but further out. B. Jones stated that this is a carry over affect from when Granite Creek did meet up with the estuary and the gravel is now causing restriction. W. Moen agreed to check the consent conditions and report back to B. Jones.

R. Steadman addressed the meeting. He stated that he has purchased a property at Captains Creek and the Little Wanganui River is eroding part of his land. He advised that he felt that this forum might be an opportunity for him to get advice on what to do about this erosion. R. Steadman stated that W. Moen has visited his property. B. Jones stated that he felt Mr Steadman's problem might relate more to the Karamea rating district rather than Kongahu. B.

Jones stated that the Little Wanganui itself is part of the Karamea rating district and the Kongahu rating district deals with the swamp and is a drainage scheme. R. Steadman was advised to attend that next meeting at the Karamea Fire Station today. W. Moen advised R. Steadman that it is the responsibility of the landowner to combat erosion on their own property. W. Moen advised R. Steadman that the Karamea rating district is not in the habit of paying for capital works as the affected owner would initially pay for the works and then two years after construction the rating district may take over the maintenance of the works. It was noted that R. Steadman would need a resource consent for these potential works. W. Moen advised that under the permitted activity rule a landowner could reform the bank line to where it was before if this work can be done within five working days. C. Ingle advised that the permitted activity rule does allow for work to be done in a wet riverbed but there are conditions on this. He advised that the permitted activity rules are on the council website under Land and Water Plan. Cr Archer advised R. Steadman to contact W. Moen once he has decided what he wants to do and W. Moen will be able to provide some direction on this matter.

T. Archer thanked the meeting for their attendance.

There being no further business, the meeting closed at 12.00

Action Points for follow up

- W. Moen to provide level information to the committee on the proposed raising of the road at Little Wanganui.
- W. Moen to check consent conditions on the Otumahana Estuary consent and report back to B. Jones.
- C. Ingle to engage Mr G. Smart to assess options for preventing the Little Wanganui floodwaters spilling into the scheme.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
KARAMEA RATING DISTRICT
HELD AT THE KARAMEA FIRE STATION
ON 25 OCTOBER 2011, COMMENCING AT 1.00 PM.

PRESENT

H. Macbeth, R. Barton, M. Macbeth, B. Langford, D. Simkin, R. Lucas, J. Colville, W. Alber, G. Johnston, M. Watt, B. Jones, P. Moynihan, B. Lodge

IN ATTENDANCE

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

APOLOGIES

R. Sampson, S. Griffin (BDC), Cr Scarlett

H. Macbeth / M. Macbeth - Carried

BUSINESS

T. Archer opened the meeting and welcomed those present. He introduced himself and the Council staff.

It was confirmed that all present are members of the Karamea Rating District.

Moved: ***"That the minutes of the previous Annual Meeting held on 17 October 2010, be adopted as a true and correct record of that meeting."***

B. Langford / B. Jones - Carried

MATTERS ARISING

H. Macbeth stated that it is good to see the list of action points at the end of the minutes. He passed on his compliments to staff relating to the action points, minutes and the council website.

C. Ingle advised that meeting that the fabric sock option for the slip at the top of the Granite Creek catchment that was discussed at last year's meeting is not a practical option. C. Ingle advised that council investigated this and unfortunately there is no engineering option that has practical merit that council is aware of at this point.

H. Macbeth asked about pages 9 and 10 attached to the minutes. Cr Archer explained that these pages are the result of discussions at last year's meeting relating to the process and standing of rating district committees in relation to council. It is an attempt to address the way in which rating district committee's work. Cr Archer advised that this is not technically a constitution, as the Asset Management Plan effectively replaced the constitution. C. Ingle advised that it was intended that this document would fill any gaps between the Asset Management Plan and the Standing Orders that Council use to determine processes at meetings.

W. Moen advised that should option 4 be agreed to then there would need to be a small culvert put in to drain any water that accumulates in the back. He advised this has not been allowed for and may cost \$10,000, as it would need to be floodgated. W. Moen advised that he recommends that the compacted gravel buttress is not put in as this could be done later if required. W. Moen stated that the \$89,000 does not include the buttress. C. Ingle asked if the pricing is on the conservative side and could it come in cheaper. W. Moen advised that the main factor influencing the price would be the supply of gravel and if it can be sourced locally then this will make a difference. W. Moen advised that whatever option that is agreed upon it would be tendered out and Council always looks for the best value for ratepayers.

P. Moynihan stated that considering the bank hasn't been breached in 80 years he does not see the purpose in doing any work on it, even the cheapest option of adding half a metre to a section. He stated that if there is a flood that is half a metre higher and it breaches the rest of the bank what use is 400 metres of bank that hasn't been breached. Cr Archer quoted Graham Smart from NIWA who said the Karamea residents have been lulled into a false sense of security and in Mr Smart's view the bank could go at anytime at all and it is precarious. Cr Archer stated that Mr Smart advised that the narrow alignment and the amount of trees that are growing on the stopbank could be scoured out in a decent flood. Cr Archer advised that Mr Smart was quite alarmed by the state of the stopbank. C. Ingle stated that the modelling done by Mr Smart revealed two weak points in the wall, one of them is at The Last Resort and the other one is upstream from the bridge. C. Ingle advised that Mr Smart told him on the phone that the rating district could not go wrong by going ahead with the upgrade at The Last Resort as this is the number one priority and is the most vulnerable part of the stopbank. C. Ingle stated that if the rating district wanted to do a gradual upgrade of the stopbank then The Last Resort would be the place to start at. C. Ingle advised that the rating district has a healthy balance in its account at the moment and they need to decide if this is what they want to spend their money on.

M. Watts stated that height of the water must be governed by the outlet of the river. C. Ingle said that this is another thing that G. Smart's report has looked into and one of the recommendations in his report is to look at the river mouth and to come up with some options for this area. Further discussion took place on G. Smart's most recent report. C. Ingle advised that he is keen for G. Smart to visit Karamea again to explain his report further. Discussion took place on the impact that farm work has had on the floodbank. C. Ingle advised that Council may decide to develop a bylaw that protects flood protection assets under the Local Government Act. Cr Archer stated that it is important that works are included in the asset management plan so that council can protect them. B. Jones stated that a bylaw would give council the power to actually do something about damage to the stopbank when trees are planted on it or other activities affect the integrity to the stopbank. Cr Archer advised that most bylaws only provide a regulatory tool to reflect compliance with the bylaw.

Moved: *"That option four is taken to realign the stopbank at The Last Resort and raise the stopbank by 0.50m."*

B. Langford / D. Simkin

P. Moynihan stated that floodwater hasn't come over the bank in 80 years and he feels that this is a waste of money. M. Macbeth stated that it has been pointed out by experts that the stopbank has weak spots and she feels the rating district should be proactive on this. R. Barton stated there could be insurance ramifications if nothing is done and there is an obligation to do something about this risk. Cr Archer agreed with these comments and stated that if nothing is done and you know a hazard exists then insurance companies tend to shy away from this. Cr Archer explained how the LAPP fund works to the meeting, he advised that following the Christchurch earthquakes council has now pulled out of this and has their own Contingency Fund and this protects all council assets. C.

Ingle advised that the Contingency Fund is only for big events. He stated that council has an application in for the December 2010 flood event as it was felt that this was a big enough event to warrant this. C. Ingle clarified that the Karamea stopbank is currently insured but the insurance does not cover repairs and maintenance.

W. Moen explained that he would get prices for this job and report back to the committee prior to engaging contractors. W. Moen stated that he is having trouble finding a gravel source close to this area and he encouraged the meeting to let him know of any handy sites. C. Ingle advised that if the price comes out at more than \$90,000 following the tender process then it would come back to the committee for final approval.

Cr Archer put the motion. P. Moynihan was against this motion. The motion was carried.

M. Macbeth asked what would happen with the existing stopbank once the new one is in place. It was agreed that the existing stopbank would stay in place in the meantime.

RATES 2012 / 2013

Cr Archer advised the meeting to bear in mind the resolution to upgrade the stopbank when striking the rate.

W. Moen advised that with the proposed works, with the exception of the Last Resort upgrade, and the rate of \$30,000 previously struck for the 2011 / 2012 year the balance in the rating district account at the beginning of the 2012 / 2013 financial year is likely to be \$140,000. W. Moen advised that if the rating district is considering taking \$90,000 out of the account they should be planning to put some back in. B. Jones asked if this amount needed to be put back in all at once or over a number of years. W. Moen stated that this decision is up to the rating district as it is their risk. W. Moen suggested upping the rate strike to \$50,000 to \$60,000 over the next couple of years to build the account up again. It was noted that there are 450 ratepayers in the Karamea rating district. H. Macbeth stated that there could be more work within the rating district over the next couple years and he feels it would be sensible to increase the rate strike for next year so that the account recovers reasonably quickly. He also feels that in view of G. Smart's report it is important to increase the rate strike.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$50,000 (GST Excl)."

H. Macbeth / R. Barton – Carried

C. Ingle advised that the upgrade only covers 300 – 400 metres. He stated that this does not cover quite the extent of what the modeling shows as the low point and therefore there may be further work may be needed in this general area either downstream or slightly upstream. C. Ingle advised it is important to be realistic about what works are affordable and for the rating district to do things as they can afford to. C. Ingle suggested that should a low tender price come in for the upgrade then more work could be done up to a \$90,000 limit. He advised that this happened when the Greymouth floodwall was upgraded.

Moved: ***"That should a low tender price be obtained for the upgrade of the Stopbank at The Last Resort, any money left over is spent on topping up neighbouring low points on the stopbank".***

H. Macbeth / B. Langford - Carried

district meetings are based on these same procedures but there are also other things that rating districts have adopted over time, for example if a rating district is largely a maintenance or a capital scheme. C. Ingle stated that this document is not quite an asset management plan but there is no reason why it cannot be included in the asset management plan, as everything is then in the one place. Cr Archer advised that very important matters are included in these asset management plans. It was noted that this is basically the terms of reference but it was agreed that the document will be included in the asset management plan and be known as the Karamea Rating District Meeting Procedures and Information Sheet.

D. Simkin asked for a map of the stopbanks and groynes within the rating district. W. Moen commented that this needs updating but he would provide an updated version to the Spokesperson to pass onto the committee.

R. Barton asked if it would be possible to send him an aerial photograph of the mouth of the Karamea River. W. Moen agreed to this request.

Discussion took place regarding illegal digger activity in rivers. It was agreed that people are to let B. Langford know if there are concerns so that he can ascertain whether or not a Council Enforcement Officer needs to visit the area. Cr Archer advised the meeting that ratepayers are the eyes and ears for council and not to hesitate to contact council if there are any concerns.

T. Archer thanked the meeting for their attendance.

There being no further business, the meeting closed at 2.45 p.m.

Action Points

- W. Moen to get cross-section information to B. Langford for distribution to committee.
- W. Moen and rating district committee to work together to decide which trees will be removed from the stopbank on the Karamea River.
- C. Ingle to arrange a meeting with G. Smart to develop an action plan, within the next six months.
- C. Ingle to send disc of NIWA report to R. Lucas so it can be placed on the local website.
- T. Jellyman send notice of Annual Meeting to R. Lucas so it can be placed on the Karamea website and send agenda to H. Macbeth electronically.
- C. Ingle to put the Karamea Rating District Meeting Procedures and Information Sheet into the Asset Management Plan.
- W. Moen to provide updated map of stopbanks and groynes to rating district spokesperson.
- W. Moen – send aerial photograph of Karamea River mouth to R. Barton.

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF
THE MOKIHINUI RATING DISTRICT
HELD AT THE MOKIHINUI COMMUNITY HALL
ON 25 OCTOBER 2011, COMMENCING AT 4.30 PM

PRESENT

N. Barker, C. Gardiner, P. Gardiner, P. Batchelor, J. Climo, A. Climo, C. Pretty, B. Morgan, S. Olliver, N. Schaffer, B. Jones

IN ATTENDANCE

West Coast Regional Council
 T. Archer (Councillor)
 C. Ingle (CEO), W. Moen, P. Birchfield, T. Jellyman (Staff)

APOLOGIES

B. Climo K. Carmine, M & B. Hawes, T & B. Hiler, G & V. McLean, C. Batchelor, M & B Jary, B. Gardiner, M. Smith, Cr Scarlett.

N. Schaffer / S. Olliver - Carried

BUSINESS

T. Archer opened the meeting and welcomed those present. He introduced himself and the Council staff.

Moved: ***"That the minutes of the previous Annual Meeting held on 17 September 2010, be adopted as a true and correct record of that meeting."***

J. Climo / B. Morgan – Carried

MATTERS ARISING

Action Points from last year's meeting were updated.

C. Ingle advised that he spoke with Tom Belton from DoC regarding pest plant control at the mouth of the lagoon. C. Ingle stated that he has not yet heard back from Mr Belton. C. Ingle offered to contact DoC again. C. Ingle asked the meeting if the gorse is having any impact on the floodwall. It was agreed that the gorse is not affecting the integrity of the floodwall but ratepayers are worried that this area could become a fire hazard. Cr Archer commented that there is no mechanism where council can force DoC to do anything. C. Ingle suggested that the rating district committee writes to DoC expressing their concern, as this might be a better angle of attack.

Moved: ***"That the rating district committee writes to DoC requesting that the gorse in the lagoon is sprayed"***.

N. Schaffer / B. Morgan – Carried

FINANCIAL REPORT

W. Moen spoke to this report. He advised that the opening balance at the beginning of July 2010 was \$11,131.00 and the closing balance to 30 June 2011 is \$22,129.99. W. Moen advised that \$950 was spent of staff time. W. Moen advised that further work has since been done in the current financial year and this money will come out of the account shortly.

Moved: ***"That the financial report for the 2010 / 2011 year be adopted".***

B. Morgan / N. Schaffer – Carried

WORKS REPORT

W. Moen spoke to this report. He advised that there were no works carried out during the 2010 / 2011 financial year but since the 1st of July 2011 rock riprap over 60 meters was topped up and maintenance on the seawall was done. W. Moen advised that these works came to almost \$13,000 with an additional \$5,000 allowed for unforeseen maintenance for the remainder of the year.

RECOMMENDATION

1. ***That the Works Report covering the 2010 / 2011 financial year be adopted.***
2. ***That the 2011 / 2012 works proposals be approved.***

S. Olliver / B. Morgan – Carried

RATES 2012 / 2013

W. Moen advised that with the proposed works and the rate of \$11,467 previously struck for the 2011 / 2012 year the balance in the rating district account at the beginning of the 2012 / 2013 year is likely to be \$16,000. It is recommended that the same rate be struck as last year.

RECOMMENDATION

"That the rate strike for the 2012 / 2013 financial Year is \$11,467 (GST Excl) per the agreed uniform charge."

B. Morgan / N. Schaffer – Carried

It was noted that the slight increase in rates is a result of the GST increase.

ELECTION OF OFFICERS

Cr Archer asked for nominations for the committee. J. Climo suggested that the committee remains the same.

Moved: ***"That the existing committee be re-elected, the committee consists of Joan Climo (Secretary), Michelle and Alan Hawes, Mick Hawes, Brian Mumm and Basil Climo for the 2011 / 2012 financial year."***

J. Climo / S. Olliver - Carried

Moved: ***"That Brian Morgan be re-elected as Spokesperson for the rating district committee for the 2011 / 2012 financial year."***

J. Climo / N. Schaffer - Carried

GENERAL BUSINESS

Asset Management Plan

W. Moen advised that when the asset management plan aerial photo was prepared he was a little uncertain of the how far the rating district seawalls along the coastal mouth went to. It was agreed that the rating district was responsible for the seawall, from the river mouth to 800m south of the mouth. W. Moen advised that including the riverbank works, the asset value is \$852,058. He advised this is based on replacement value. C. Ingle commented that the outer seawall has been reconstructed quite recently; he asked B. Morgan if the community were happy with these works. B. Morgan confirmed that everyone is happy with the works.

Moved: *"That the Asset Management Plan is received."*

B. Morgan /N. Barker - Carried

Discussion took place regarding rock sources for repair works. A speaker asked why couldn't big rocks from up the hill be brought down and used when required. W. Moen advised that Selwyn Lowe sourced the rock for the recent works but there have always been problems with rock supply along this coastline. He asked the meeting if anyone knew of a good rock source of good standard if they could let him know. B. Morgan advised that it is now a lot harder to get access into the mines and they had looked at three or four sources and took the best they could get at a good price.

C. Ingle asked if there was any damage in this area following the December 28th flood event when a lot of areas on the West Coast were hit pretty hard. It was noted that the Seddonville pub was flooded. It was agreed that there was no damage to the seawalls, the river got very close to the top but flowed out through the cut. C. Ingle advised that a big flood event such as the December event is a good test for the rating district's assets. It was stated that Mokihinui has never been flooded by the river, only by the sea. It was agreed that the worse possible scenario would be if there was a flood after a very dry period and the mouth was low and the tide was large – around 3.6 metres all at the same time.

Cr Archer thanked the meeting for their attendance.

There being no further business, the meeting closed at 4.55.p.m.

Action Point

- Check GST percentage for rate strike.

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting
 Prepared by: Robert Mallinson – Corporate Services Manager
 Date: 1 December 2011

1. Financial Report

FOR THE FOUR MONTHS ENDED 31 OCTOBER 2011	ACTUAL	YEAR TO DATE BUDGET	ACTUAL % ANNUAL BUDGET	ANNUAL BUDGET
REVENUES				
General Rates	660,972	660,000	33%	1,980,000
Rates Penalties	26,238	25,000	35%	75,000
Investment Income	-140,492	348,750	-13%	1,046,250
Regulatory	475,696	388,376	46%	1,033,727
Planning Processes	55,117	68,217	27%	204,650
Environmental Monitoring	0	0	0%	0
Emergency Management	20,894	16,667	42%	50,000
River, Drainage, Coastal Protection	481,059	407,519	39%	1,222,557
Regional % Share Controls	217,803	216,667	34%	650,000
VCS Business Unit	2,428,461	961,667	84%	2,885,000
	4,225,748	3,092,861	46%	9,147,184
EXPENDITURE				
Representation	116,421	128,514	30%	385,543
Regulatory Activities	691,810	630,075	38%	1,811,878
Planning Processes	267,188	242,719	37%	728,157
Environmental Monitoring	244,917	255,439	32%	766,316
Emergency Management	44,167	48,301	30%	144,902
River, Drainage, Coastal Protection	643,382	447,593	48%	1,342,779
Regional % Share Controls	284,210	271,508	35%	814,523
VCS Business Unit	1,351,295	770,667	58%	2,312,000
Portfolio Management	29,810	20,000	50%	60,000
	3,673,200	2,794,815	44%	8,366,098
SURPLUS / (DEFICIT)	552,548	298,046		781,086

BREAKDOWN OF SURPLUS (-DEFICIT)	Variance Actual V Budgeted YTD	ACTUAL	BUDGET Year to date	ANNUAL BUDGET
Rating Districts	-95,999	-8,413	87,586	262,758
Quarries	-66,601	-78,042	-11,441	-34,324
Regional % Share of AHB Programmes	-11,566	-66,407	-54,841	-164,523
Investment Income	-499,052	-170,302	328,750	986,250
VCS Business Unit	886,166	1,077,166	191,000	573,000
General Rates Funded Activities	81,554	-201,454	-283,008	-842,075
TOTAL	274,502	552,548	278,046	781,086

Net Contributors to General Rates Funded Surplus (-Deficit)	<u>Net Variance Actual V YTD</u>	<u>Actual</u>	<u>Budget ytd</u>	<u>Annual Plan</u>
Rates	972	660,972	660,000	1,980,000
Rates Penalties	1,238	26,238	25,000	75,000
Representation	12,093	-116,421	-128,514	-385,543
Regulatory Activities	25,586	-216,114	-241,700	-778,151
Planning Activities	-37,569	-212,071	-174,502	-523,507
River, Drainage, Coastal Protection (excl.	40,351	-75,868	-116,219	-348,656
Environmental Monitoring	10,522	-244,917	-255,439	-766,316
Emergency Management	8,361	-23,273	-31,634	-94,902
	81,554	-201,454	-283,008	-842,075

STATEMENT OF FINANCIAL POSITION @ 31 OCTOBER 2011

	@ 31/10/11	@ 30/06/2011
<u>CURRENT ASSETS</u>		
Cash	84,516	35,009
Short term Deposit - Westpac	1,001,319	1,502,947
Accounts Receivable - Rates	547,342	286,950
Accounts Receivable - General Debtors	403,789	1,747,428
Prepayments	278,368	227,482
Sundry Receivables	544,849	233,453
Stock - VCS	20,786	143,635
Stock - Rock	160,488	31,886
Stock - Office Supplies	11,232	11,232
Accrued Rates Revenue		0
Unbilled Revenue	191,591	113,060
	<u>3,244,280</u>	<u>4,333,082</u>
<u>Non Current Assets</u>		
Investments	11,820,960	11,473,175
Investments-Catastrophe Fund	503,338	0
Fixed Assets	4,255,412	4,168,272
Infrastructural Assets	49,007,111	49,007,111
	<u>65,586,822</u>	<u>64,648,558</u>
TOTAL ASSETS	<u>68,831,102</u>	<u>68,981,640</u>
<u>CURRENT LIABILITIES</u>		
Bank Short Term Loan		0
Accounts Payable	395,457	1,310,545
GST	254,969	0
Deposits and Bonds	671,539	590,305
Sundry Payables	383,367	480,466
Accrued Annual Leave, Payroll	282,439	294,522
Other Revenue in Advance	558,981	1,070,622
Rates Revenue in Advance	606,898	60,940
	<u>3,153,650</u>	<u>3,807,400</u>
<u>NON CURRENT LIABILITIES</u>		
Future Quarry restoration	60,000	60,000
Greymouth Floodwall	2,030,331	2,048,291
Inchbonnie	76,879	82,877
Punakaiki Loan	196,110	209,856
Office Equipment Leases	46,429	58,060
	<u>2,409,749</u>	<u>2,459,084</u>
TOTAL LIABILITIES	<u>5,563,399</u>	<u>6,266,484</u>
<u>EQUITY</u>		
Ratepayers Equity	18,577,120	18,577,120
Surplus Tsfrd.	552,548	
Rating District Equity Mvmts	-69,214	
Rating Districts Equity	1,609,414	1,540,201
Tb Special Rate Balance	1,037	1,037
Revaluation	32,316,638	32,316,638
Quarry Account	379,160	379,160
Investment Growth Reserve	9,901,000	9,901,000
TOTAL EQUITY	<u>63,267,703</u>	<u>62,715,156</u>
 LIABILITIES & EQUITY	 <u>68,831,102</u>	 <u>68,981,640</u>

2. Investment Portfolio

PORTFOLIO @ 31 October 2011 Summary & Reconciliation		Cash	Bonds	Australasian Equities	International Equities	Property Equities	Alternative Asset Classes	Total	
Portfolio Value @ Start	01 July 2011	\$ 2,883,140	\$ 2,186,007	\$ 2,084,788	\$ 3,051,043	\$ 576,726	\$ 659,819	\$ 11,441,524	
Contributions		\$ 165						\$ 165)-\$ 500,000
Withdrawals		-\$ 307,890			-\$ 162,464		-\$ 29,810	-\$ 500,165)
Realised Gains/(Losses)		-\$ 8,848		-\$ 114,205	\$ 404,136	\$ 60,103	\$ 101,877	\$ 443,062)-\$ 152,216
Unrealised Gains/(Losses)		-\$ 1,030	\$ 14,235	\$ 32,712	-\$ 473,192	-\$ 60,357	-\$ 122,579	-\$ 610,211)
Mgmt Fee					\$ 436			\$ 436)
Income		\$ 30,615	\$ 37,058	\$ 14,169	-\$ 97,860	\$ 8,892	\$ -	-\$ 7,127)
Changes Accrued Interest		\$ 8,093	\$ 13,531					\$ 21,624)
Portfolio Value @ End Period	30 September 2011	\$ 2,604,245	\$ 2,250,831	\$ 2,017,465	\$ 2,722,098	\$ 585,364	\$ 609,306	\$ 10,789,309	
ytd return for	4 months	0.66%	2.74%	-0.44%	-0.85%	2.45%	-3.41%	-3.94%	

Asset Allocation %'s @ 31 October 2011	Benchmarks	Tactical asset allocation range	
Cash	24%	25%	10% - 50%
Bonds	21%	25%	10% - 50%
Australasian Equities	19%	15%	0% - 20%
International Equities	25%	15%	0% - 20%
Property Equities	5%	5%	0% - 10%
Alternative Asset Classes	6%	15%	0% - 20%
	100%	100%	

3. General Comment

This financial report covers the first quarter to 31 October 2011.

Highlights:

- Surplus of \$552,000.
- Portfolio loss of \$152,000 for the period which reflects an improvement of \$280,000 during October 2011. Our Fund Managers have reduced our exposure to global equities due to increasing concerns with regard to the European debt crisis which has created an unpredictable and volatile Investment environment.
- Positive budget variances amounting to \$61,000 in general rate funded activities.

RECOMMENDATION

That this report be received.

Robert Mallinson
Corporate Services Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 13 December 2011
Prepared by: Robert Mallinson – Corporate Services Manager
Date: 5 December 2011

SUBJECT: AUDIT MANAGEMENT REPORT FOR YEAR TO 30 JUNE 2011

I attach the Audit Management Report for the year to 30 June 2011.

Our Audit Director John Mackey will not be speaking to this report.

RECOMMENDATION

That this report be received.

Robert Mallinson
Corporate Services Manager

Report to the Council on the audit of
West Coast Regional Council
for the year ended 30 June 2011

Management report

Audit New Zealand has carried out this audit on behalf of the Controller and Auditor-General.

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you. This responsibility arises from section 15 of the Public Audit Act 2001.

Our audit has been carried out in accordance with the Auditor-General's auditing standards. The audit cannot and should not be relied upon to detect every instance of misstatement, fraud, irregularity, or inefficiency that is not material to your financial statements.

Implementing and maintaining systems of internal control for detecting these matters remains the responsibility of the Council and management.

Statement of auditor independence

We confirm that, for the audit of the West Coast Regional Council's financial statements for the year ended 30 June 2011, we have maintained our independence in accordance with the requirements of the Auditor-General, which incorporate the independence requirements of the New Zealand Institute of Chartered Accountants.

Other than the audit, we have not provided any engagements for the West Coast Regional Council during the year ended 30 June 2011. In addition, we have no relationships with, or interests in, the West Coast Regional Council.

Unresolved disagreements

We have no unresolved disagreements with management about matters that individually or in aggregate could be significant to the financial statements. Management has not sought to influence our views on matters relevant to our audit opinion.

Other relationships

We are not aware of any situations where a spouse or close relative of a staff member involved in the audit occupies a position with the West Coast Regional Council that is significant to the audit.

We are not aware of any situations where a staff member of Audit New Zealand has accepted a position of employment with the West Coast Regional Council during or since the end of the financial year.



John Mackey
Audit Director
5 December 2011

Report to the Council

for the audit for the year ended 30 June 2011.

We have completed the audit for the year ended 30 June 2011. This report sets out our findings from the audit and draws attention to areas where West Coast Regional Council (Regional Council) is doing well or where we have made recommendations for improvement.

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Key messages

Unmodified audit opinion

We have completed our audit of the West Coast Regional Council (WCRC) for the year ended 30 June 2011. An unmodified audit opinion was issued on 11 October 2011.

Service performance reporting

There are generally appropriate systems in place to record information against the areas we considered material and no changes of substance were made to the accuracy of the reported information. However there are opportunities for future improvements, particularly in respect of the performance targets.

Overall, we are satisfied that the service performance statements comply with generally accepted accounting practice and fairly reflected the actual achievements and performance of Council during the year.

Sensitive expenditure

We identified two areas for improvement in respect of sensitive expenditure. These relate to the approval process and having appropriate supporting documentation for credit card expenses. It is good practice for all sensitive expenditure items to be reviewed on a one-up basis. The expenses should be accompanied by sufficient supporting documentation and explanations to enable the reviewer to evaluate the reasonableness of the nature and the amount of the expenditure.

Implementation of audit recommendations

The benefit of our audit is not in the recommendations made, but in their effective implementation that will enhance the management control environment and the internal control structure. We are therefore pleased to note that management has made good progress in implementing the recommendations contained in last year's management report. We

recommend that management continues to put its time and resources into addressing the remaining recommendations.

Thank you

We would like to thank the Council and the staff, who were involved in the annual report process, for their assistance during the audit.

Section A: Significant risks and issues

Based on our planning work and discussions we had at the beginning of the audit process, we identified key business risks that Regional Council faces. These were outlined in our audit arrangements letter. Our findings on these issues are contained in this section of the report.

During the course of the audit, we also encountered other issues that we considered in reaching our audit opinion. These issues are also discussed in this section of the report.

1 Our audit opinion

1.1 We issued an unmodified audit opinion

We issued an unmodified audit opinion on 11 October 2011. This means that we were satisfied that the financial statements and statement of service performance fairly reflected the Regional Council's activity for the year and its financial position at the end of the year.

1.2 Unadjusted misstatements

The financial statements are free from material misstatements, including omissions. However, in the course of the audit, we have found:

- certain misstatements that are individually and collectively not material to the financial statements and the statement of service performance; and
- certain immaterial disclosures, required by generally accepted accounting practice, that have been omitted from the financial statements.

We have discussed these misstatements with management. The significant misstatements, that have not been adjusted, are listed in Appendix 1 along with management's reasons for not adjusting these

misstatements. We are satisfied that these misstatements are individually and collectively immaterial.

Management Comment

This relates to WCRC treatment of LTCCP audit fees which we have and are amortising over the 36 month period from 1 July 2009 to 30 June 2012. We believe that these LTCCP audit fees yield benefits over the first 3 years of the LTCCP and that it is appropriate to amortise them in this manner.

2 Business risks/issues

2.1 Investment portfolio

The Regional Council has a significant investment portfolio. This has been a significant source of income. Returns are always variable, but increased volatility in financial markets over recent years has increased the variability of returns. The return for the 2010/11 year was slightly better than budget.

We verified the closing value of the portfolio, and the returns achieved during the year, using information provided by the portfolio fund manager at Forsyth Barr. We were satisfied that the returns and the value of the portfolio included in the financial statements are fairly stated.

2.2 Vector Control Services Business Unit

The Vector Control Services Business Unit receives revenue primarily from pest control contracts from the Animal Health Board. The Vector Control Services Business Unit makes a significant revenue contribution to the Regional Council as well as recovery of overhead costs.

We reviewed the business unit's revenue and expenditure and gained assurance they were fairly reflected in the financial statements. This included reviewing the basis for allocating overhead costs to the

business unit. We were satisfied that the allocation basis is reasonable.

2.3 Procurement policy and contract management

In last year's management report, we recommended that Council develop a procurement policy that reflects good practice, but is also appropriate for the nature and size of the Council's procurement activity. We were pleased to see that Council had prepared a draft procurement policy. We reviewed the draft policy against good practice and we are satisfied it is generally appropriate for the nature and size of the Council.

We noted there were no contract management procedures set out in the procurement policy. We have discussed this with management and understand that Council is satisfied that the staff involved in the management of individual contracts are aware of their responsibilities. Therefore, this was not seen this as a major issue. However, we still believe that it would be helpful to provide guidance on good contract management practice.

Management Comment

We agree that this is not a major issue. When the Procurement Policy is reviewed after a period of time, we may include some additional guidance in the policy on contract management.

2.4 Property, Plant and Equipment

Council periodically revalues all its operational land, and rivers, drainage and coastal protection assets carried at fair value. NZ IAS 16, *Property, Plant and Equipment*, requires that valuations be conducted with sufficient regularity to ensure that the carrying amount does not differ materially from fair value. Council's next revaluation of the assets, carried at fair value, is scheduled for the 2012/13 financial year.

Each year, Council needs to assess whether the fair value is materially different to the carrying value. If there is a material difference, a

revaluation would be required. This year, Council's assessment showed that there was no significant difference between the carrying amount and fair value of its land and buildings. We were satisfied with this assessment and its conclusions.

Section B: Other matters

Every year, we identify common sector matters that are considered as part of the audits of all local authorities. Our findings on these sector matters, other than those already covered earlier in this report, are discussed in this section.

We issued an interim management report in August 2011 that discussed our findings and recommendations arising from our interim audit visit. We provide a brief overview of these matters here.

Please note that the status of each matter that was outstanding, in last year's report to the Council, is included in Appendix 3.

3 Sector matters

We completed reviews on our areas of interest across all Local Government. Our comments on the issues, not already addressed elsewhere, are as follows:

3.1 Service performance reporting

In auditing the reported service performance information in the Annual Report, we focused on:

- the quality of the overall 'story' the performance reporting tells;
- the reliability and accuracy of reporting;
- the completeness of the reporting against the performance framework as outlined in the LTCCP; and
- compliance with relevant legislation (in particular the Local Government Act 2002, Schedule 10).

When we performed the audit of Council's 2009-19 LTCCP, we concluded that the performance framework provided an appropriate

basis to meaningfully assess Council's actual performance. We have updated our assessment to take into account any changes in the Council's business and activity since the LTCCP was adopted. We are satisfied that Council's performance framework continues to provide an appropriate basis on which to assess Council's performance.

We are satisfied that the service performance statements comply with generally accepted accounting practice and fairly reflected the actual achievements and performance of the Regional Council. However, there are opportunities to improve the performance framework during the preparation of the 2012–22 LTP.

3.2 The fraud policy and assessment of areas susceptible to fraud

We checked to see that the Regional Council has recently (within the last year) undertaken a robust review of transactions, activities or locations that may be susceptible to fraud. We noted that no review of transactions and activities susceptible to fraud had been undertaken by the Council within the last year. It is good practice to identify areas of potential fraud risk and then to periodically review those areas.

The Auditor-General recently completed a survey of perceptions and practices in detecting and preventing fraud in the public sector. The survey showed that the incidence of fraud is lowest where the organisational culture is receptive to talking about and dealing openly with fraud. Details of the results of this survey can be found at <http://www.oag.govt.nz/2011/public-sector-fraud/>.

Management comment

WCRC management has a high awareness of issues regarding fraud.

Whilst we have not undertaken any specific reviews of transactions and activities susceptible to fraud, given our small size and the existence of sound internal controls, we consider that we have done all we can to mitigate against fraudulent transactions and activities.

3.3 Possible LTCCP amendments

An amendment arises where Council makes a significant decision not provided for in the LTCCP, as outlined in section 97 of the Local Government Act, or makes significant changes to the revenue and financing policy or any changes to the investment and liabilities policies outlined in Section 102 of the Local Government Act. During the year we considered whether there were any possible amendments to the LTCCP, particularly during the preparation of the annual plan. We were not advised of any amendments and did not identify any potential amendments.

3.4 Council governance role in completion of Council Controlled Organisation (CCO) SOIs

Local Authorities are responsible for the effective oversight of their CCOs. This includes reviewing and commenting on draft SOIs of their CCOs within the timeframe in the LGA and ongoing monitoring of performance.

Council does not currently have interests in any CCOs, so did not need to exercise any governance responsibilities in relation to CCOs. However this may change in the future due to its involvement in the Regional Council Collaborative Development Group.

3.5 Sensitive expenditure

We selected a sample of transactions, from areas of sensitive expenditure incurred during the period, and reviewed them for compliance with the Regional Council's practices and accepted good practice in the public sector. As part of this review, we also followed up on the recommendations from the 2009-10 audit, regarding sensitive expenditure policies.

3.5.1 Credit card expenditure

Recommendations

Ensure that complete supporting documentation, including any tax invoices, is provided and filed for all credit card expenditure.

Add meaningful narrations to all receipts or to statements to record the business purpose of the expenditure.

Consistently follow the approval procedures set out in Council's sensitive expenditure policy.

Findings

We selected a sample of transactions from areas of sensitive expenditure incurred during the period and reviewed them for compliance with Council's policy. While we did not find any items of inappropriate expenditure, we did find one item that had not been approved and another 12 that were approved, but not on a one-up basis as required by the Council's policy.

We tested a sample of 15 credit card transactions and found two that were supported only by EFTPOS receipts and not by tax invoices. In one of these cases, the receipt was from a Christchurch café, with no explanation recorded as to what was purchased and why it was a Regional Council expense. We also noted that in many instances, where there were invoices supporting expenses, it was not clear what the expenses were for, and there was no explanation recorded to provide this information.

All expenditure incurred should be accompanied by original documentation. Unless it is clear from this documentation, card holders should include a narration or description of the Council business attended and any other parties present, for all credit card purchases. This allows the reviewer to evaluate the reasonableness of both the nature and the amount of the expenditure.

Management comment

Following your interim audit a few months ago, the Corporate Services manager analysed all credit transactions for the year 1 July 2010 to 30 June 2011. We agree that "next step up" authorisations between July 2010 and April 2011 were not timely. However, this is now up to date. The Chief Executive has reminded cardholders of the need for better narratives, and where possible these have been retrospectively added. The need for actual GST invoices for transactions > \$50 has also been reinforced.

3.6 Severance payments

There are a number of risks facing public sector employers when they make voluntary severance payments to employees. During 2010/11 Council did not make any severance payments so these risks did not arise.

3.7 Conflicts of interest

Conflicts of interest are an area of concern because of probity issues, and the potential for a conflict of interest, which is not well managed, to create significant legal and reputation risks. It is primarily the responsibility of the Council to identify and manage conflicts of interest. While we did not actively look for potential conflicts of interest, we remained alert for these in the course of our audit work.

In reviewing related party transactions, we noted that the Chairman did not complete an interest declaration. While there is no obligation to make such a declaration, it is good practice to do so. This facilitates better management of potential conflicts of interest and related party transactions. For example, it allows management to monitor compliance with the Local Authorities (Members' Interests) Act 1968 and assist Council members to comply with their obligations.

Management comment

The non completion of the declaration of interests by the Chairman was an oversight and has since been rectified.

3.8 Elected members – remuneration and allowances

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We reviewed the Regional Council's compliance with the requirement to disclose the remuneration of each member of the local authority, in the annual report, against the Local Government Elected Members Determination. We found that Council complied with the determination.

3.9 Treaty settlements and co-management

The Government aims to settle all historical Treaty of Waitangi claims by 2014. One part of cultural redress provided by the Crown to claimant groups is the establishment of future relationships and arrangements ("co-management") with government agencies, such as local authorities, that play significant roles in the areas with which the claimant group has traditional and cultural associations.

We are not aware of any new treaty settlements or co-management arrangements that impact on the Regional Council.

3.10 Risk management

Sound risk management processes help to minimise the impact of risks on the organisation. We consider that Council does apply certain aspects of risk management. However, we have previously noted that Council's risk management processes are not fully integrated and there is the risk that not all significant risks will be addressed on a systematic, integrated basis. We note that management and Council have considered our comments, but believe that the existing risk management framework is adequate.

3.11 Public Private Partnerships

Public Private Partnerships (PPPs) are sometimes used to procure public infrastructure when they represent good value for money and are in the public interest. We understand that Council has not entered into any PPPs, nor is it planning to.

4 Information systems

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Overall information systems controls are satisfactory we concluded that reliance could be placed on Council's IT environment for audit purposes. We reviewed matters raised last year and these are discussed in Appendix two. This year, we noted the following issues:

4.1 Change management procedures

Recommendations

Develop a change register/spreadsheet to document change requests, required levels of approvals on various stages, ways for updating the change requests and their status.

Findings

We understand that change control is informal as there are very few changes to the main application systems (ACS). However, as the Council is planning to implement a new financial management system, there is a need to put in place a formal system for recording changes or problems related to modifications and upgrades. Without an appropriate system in place, there is a risk that changes are implemented without going through all the necessary steps, such as approval and testing. This increases the risk of changes being implemented into production that contain errors or that the system does not meet users' expectations.

Management comment

Change request management has not been an issue with our existing "ACS" systems. Change request management processes will be reviewed as part of the implementation of our new "Civica" systems.

4.2 Testing the ability to recover from backup tapes

Recommendation

Regularly test the server backup tapes.

Findings

At present, the server backup tapes are not subject to regular testing to verify that full or partial data restoration is achievable. We recognise that ad hoc restoration of certain files may occur but do not consider that this adequately ensures the integrity and usefulness of the backups. In the absence of system restore testing, there is no guarantee that the backup tapes are readable and will be usable in the event of a server failure or more serious disaster.

As Council is planning to introduce new financial management system, there is a particular need to ensure the Council is able to restore back up tapes from old system if necessary, even after the new system is implemented.

Testing of backups should involve a full restoration of data onto a test server and verification that the data recovered is complete and accurate. The frequency of testing should be determined by Council's business continuity requirements.

Management comment

We agree that testing of back ups is best practice and will be undertaken by Council IT staff.

If shared hosting infrastructure is put in place, then this will disappear as an issue and will become the responsibility of the service provider.

5 Interim management report

We issued an interim management report in August 2011. This outlined our findings and recommendations arising from our interim audit visit. The topics covered in this report include:

- our assessment of your control environment;
- common issues in the local authority sector, including:
 - approval of credit card expenditure; and

-
- supporting documentation for credit card expenses;
 - the findings of our review of internal controls, including recommendations relating to:
 - payroll system improvements;
 - reconciliations of the district valuation roll;
 - review of the credit note listing report;
 - independent review of journals; and
 - journal entry narrations and supporting documentation.

6 Details of reviews on behalf of the Auditor-General

We completed the reviews required by the Auditor-General, as set in our audit arrangements letter, and cleared them with appropriate members of your management team. Appendix 3 sets out the results of the reviews.

There are no issues that we need to bring to your attention.

Appendices

Appendix 1: Unadjusted misstatements

Appendix 2: Status of recommendations made last year

Appendix 3: Details of reviews on behalf of the Auditor-General

Appendix 1: Unadjusted misstatements

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Misstatements	Assets	Liabilities	Equity	Statement of Financial Performance
	Dr (Cr)	Dr (Cr)	Dr (Cr)	Dr (Cr)
Opening retained earnings			33,000	
Prepayments (LTCCP audit fees)	(16,500)			
Expenses				(16,500)
Total	(16,500)		33,000	(16,500)

Appendix 2: Status of recommendations made last year

Outstanding matters

Matter	Recommendation	Outcome and status
Water quality performance targets	<p>Replace the performance measure, 'complete all regular water sampling programmes and prepare State of the Environment reports for surface water quality by June 2011, June 2014 and June 2017; plus an annual Lake Brunner summary report every December, for Council's web site', with one that sets specific targets for the water quality to be achieved.</p>	<p>No additional reporting has been included in the 2010/11 Annual Report.</p> <p>Management has confirmed that, in the 2012-22 LTP, there will be water quality targets established and reported against.</p>
Retention periods for data	<p>Ensure that retention times for backup tapes are specified and applied.</p> <p>The Operations and Procedures Manual should be updated to include retention times for backup tapes.</p>	<p>We noted that the Council's Operations and Procedures Manual specifies data must be backed up daily, weekly and monthly but there is no mention of how long these tapes are to be retained. The Council currently retains monthly backup tapes indefinitely.</p>

Cleared matters

Matter	Recommendation	Outcome and status
Procurement policy	Develop a procurement policy that reflects good practice, but is also appropriate for the nature and size of Council's procurement activity.	At the time of final audit visit, the procurement policy had been drafted and was approved by the Council at the September council meeting.
Trained Emergency Operations Centre (EOC) staff performance measure	Establish a performance measure and target that covers the effectiveness of the Civil Defence training that staff members have completed.	Management reported staff were utilised by Civil Defence in the recent Christchurch earthquakes. They believe this is a measure of the effectiveness of the training WCRC staff have received.
Changes to creditor masterfile	The Corporate Services Manager's access to creditor masterfiles be restricted to read only access as this would be sufficient to perform a review of changes made by others.	We confirmed that Corporate Services Manager's access has been changed in line with our recommendation.
Review of changes to payroll masterfile.	All masterfile changes audit reports be signed and dated by the person reviewing the changes.	We confirmed that this change report is being signed and dated by the reviewer.

Matter	Recommendation	Outcome and status
Storage of back-up tapes	Review, and improve the storage of backup tapes, supporting documents and software. These changes should take into account protection against unauthorised access, modification or loss of data.	We noted that tapes are encrypted to prevent unauthorised access to backed up data and management is satisfied existing approach is the most practical for them. In addition, Council is currently looking at a remote hosting solution that will mean backups are taken care of by the service provider.
End user security policy	Ensure that all new employees, and preferably also contractors and others with access to Council's premises or IT systems, sign off a declaration that they will comply with Council's security policy.	We noted that the Council has ensured the sign off is done by a new employee as part of induction checklist sign off.
Access to the finance system	Revoke the IT Manager's access to the finance system if there is no good reason for him to have access to the system.	IT Manager's access, to the finance system, has not been removed. However, we are satisfied the Corporate Service Manager's review of the monthly masterfile change report is an adequate compensating control.

Appendix 3: Details of reviews on behalf of the Auditor-General

Issue	Status/findings
<p>Annual Report adoption and public release dates</p>	<p>We noted the dates that Council adopted its annual report, and made the full and summary annual reports available to the public within its statutory deadlines. This information has been forwarded to the Office of the Auditor-General (OAG).</p>
<p>Local Authority exemptions for Council Controlled Organisations (CCOs)</p>	<p>We advised the OAG on the Council's use of Section 7 of the Local Government Act 2002. Under section 7 of the LGA 2002, a local authority may exempt a "small" CCO from the accountability regime that applies to CCOs under that Act.</p> <p>We confirmed that Council did not have any CCOs to exempt.</p>
<p>Local Authorities emissions and measurement and reduction</p>	<p>We gathered information about the activities of local authorities in the area of emissions measurement and reduction.</p> <p>We found that Council does not monitor or report its emissions or have any formal plans or targets for reducing its emissions.</p>

4.2.3

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 13 December 2011
Prepared by: Robert Mallinson – Corporate Services Manager
Date: 29 November 2011

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Subject: **FOUR MONTH REVIEW - 1 JULY 2011 – 31 OCTOBER 2011**

Attached is the Four Month Review of the 2011 /2012 Annual Plan.

This report shows achievements as measured against the performance targets in the 2011 / 12 Annual Plan.

RECOMMENDATION

That this report be received.

Robert Mallinson
Corporate Services Manager

Governance (Corporate Services Manager)

Performance Targets	Achieved / Progress		
Conduct eleven monthly meetings of Council and the Resource Management Committee, plus other scheduled meetings and scheduled workshops during the year with at least 80% attendance by each elected Councillor.	<u>Councillor</u>	<u>Number attended</u>	<u>%</u>
	Scarlett	4 out of 4	100%
	Chinn	4 out of 4	100%
	Davidson	4 out of 4	100%
	Robb	4 out of 4	100%
	Birchfield	4 out of 4	100%
	Archer	3 out of 4	75%
	Cummings	4 out of 4	100%
	Four Council meetings occurred in the reporting period.		
	Prepare, notify and adopt Council 2012/22 Long Term Plan by 31 May 2012 in accordance with the procedures outlined in the Local Government Act 2002.	LTP Project is underway.	
Prepare and notify the Council's 2011 Annual Report by 31 October 2011 in accordance with the procedures outlined in the Local Government Act 2002.	Achieved. Audited Annual Report was adopted on 11.10.11		
Publish an informative Council newsletter twice a year to be circulated to all ratepayers, with their rate demand, in March and September.	Achieved. Newsletter was prepared and sent with first rates instalment in September 2011.		
Maintain the Council website up-to-date at all times, as the Council's primary information transfer point and an information resource for the community.	Achieved.		
Continue to invite attendance of Makaawhio and Ngati Waewae representatives as appointees to the Council's resource management committee, to enable Maori participation in resource management decision-making.	Achieved. Council has continued to invite attendance by Iwi Representatives.		

Resource Consent Processing (Consents & Compliance Manager)

Performance Targets	Achieved / Progress
Process at least 99% of non-notified resource consent applications within the statutory timeframes.	Achieved: 99.1% (213/215) of non-notified consents were processed within the statutory timeframes.
Work with consent applicants to seek to reduce the need for formal requests for further information under Section 92 of the RMA.	Achieved: 12 Section 92 requests were made in relation to the consent applications being processed in the reporting period.
Complete staff reports for all notified consent applications within 10 working days of receipt of all required information.	Achieved: The staff report for the single limited-notified consent application was completed within this target.
Respond to written enquiries on resource consent processes and requirements within 10 working days and requests for such information made under the Local Government Official Information & Meetings Act no later than the statutory 20 working days.	Achieved: 98.82% (168/170) of written enquiries were responded to within 10 working days. 100% (7/7) of LGOIMA enquiries were responded to within 20 working days.
Process at least 95% of mining work programmes ¹ within 20 working days of receipt.	Achieved: All 17 valid work programmes received during the reporting period were processed within the 20 day timeframe. A further 4 work programmes were received but were invalid as they required further information to be submitted before they could be accepted.
Inspect every consent and/or mining licence for operating mining activities at least once annually, and where problems are identified follow up to ensure compliance is achieved and/or environmental effects are reduced.	In progress: 66 visits were made to active mining operations in the reporting period.
Inspect all new consents that involve major ² construction works after completion of those works, and follow up to ensure compliance is achieved.	In progress.
Inspect all consents for whitebait stands on the Little Wanganui, Taramakau, Hokitika, Wanganui, Paringa and Waitoto Rivers annually and the remaining rivers with whitebait stand consents at least once every three years to check consent compliance and ensure that any environmental effects are no more than minor.	Achieved: Whitebait stands on the Orowaiti, Mokihinui, Waitaha, Karangarua, Jacobs, Ohinemaka, Moeraki, Haast, Okuru and Arawhata were also visited during the whitebait season.
Inspect every dairy shed effluent discharge at least once every three years, depending on compliance, and work with farmers so that consent compliance is achieved and environmental effects are managed.	In progress; 56 dairy farm visits were undertaken from 1 July – 31 October 2011.

¹ This target assumes the work programme is submitted with all necessary information provided.

² Major, in this situation, means the project costs more than approx. \$200,000.

Performance Targets	Achieved / Progress
Assess farm compliance in the Lake Brunner catchment annually, in recognition of the need for stricter environmental management in this sensitive lake catchment, and follow up to ensure compliance is achieved.	In progress: The higher risk farms in the Brunner catchment were visited in the reporting period.
Operate a 24-hour complaints service, responding to all complaints and report all complaints to the monthly Resource Management Committee.	Achieved: 136 complaints were received and responded to, and reported monthly to the Committee.
Respond to breaches of the RMA, regional plan rules or resource consents by taking enforcement action through abatement notices, infringement notices or recommend prosecution in accordance with Council Enforcement Policy.	Achieved: 9 abatement notices, 18 infringement notices and 11 formal warnings were issued in the reporting period.

Spill Response Activities (Planning & Environmental Manager)

Performance Targets	Achieved / Progress
Maintain a team of at least 25 Maritime NZ trained personnel at all times to deal with marine oil spills and terrestrial hazardous substance spills.	Achieved. There are 28 Maritime NZ trained personnel.
Respond within 4 hours to all terrestrial hazardous substance spills, and where necessary use Council or MNZ spill equipment to manage containment and clean up to minimise adverse environmental impacts.	Achieved. No major spills in this region but staff have assisted with the Rena response in Tauranga.
Ensure response equipment is maintained quarterly to a level ready to respond to a Tier 2 marine oil spill response.	Achieved. Maintenance inspections were undertaken at the required quarterly intervals.

Environmental Planning (Planning & Environmental Manager)

Performance Targets	Achieved / Progress
Hold hearings on the submissions on the proposed Wetlands variation 2 as soon as the court proceedings on variation 1 are concluded.	This target is pending the release of the environment court decision on wetlands variation 1, which is expected by the end of 2011.
Commence hearings on the Proposed Land and Water Plan (merged plan) submissions by April 2012.	On target for April 2011.
Prepare a report to Council on the proposed new structure and content of the West Coast Regional Policy Statement by May 2012.	Working towards this target.
Commence a full review of the Regional Air Quality Plan by July 2012.	Working towards this target.
Prepare a Draft Regional Coastal Plan, to be considered by Council, by July 2012.	Working towards this target.
Prepare and disseminate information for resource users on rules, and best practice, as detailed in the annual communications programme.	Ongoing. Work is completed on the Regional Pest Plant Management Strategy including advice sheets available on our website.
Investigate and respond where appropriate to central government policies or plans that may impact on West Coast interests, within required timeframes, and provide ongoing policy advice to Council as and when needed.	Achieved. Most recently have submitted on the Proposed Environmental Reporting Bill.

Regional Transport Planning (Chief Executive)

Performance Targets	Achieved / Progress
Facilitate at least two public Regional Transport Committee meetings per year and arrange working group meetings as requested by the Committee.	To be held in 2012 as work on the Regional Land Transport Programme progresses.
Prepare and submit, by 30 June 2012, a triennial programme to secure funding for West Coast transport projects that meet New Zealand Transport Authority guidelines.	In progress. Draft funding figures for the Regional Council were submitted on 30 November. The draft Regional Land Transport Programme is to be submitted by 23 December.
Participate, with the three district councils, NZ Police, and others in the West Coast Road Safety Co-ordinating Committee.	In progress. The Road Safety Coordinating Committee met on 21 July 2011 and 8 December. Projects have commenced in the Road Safety Action Plan, designed under the 'Safer Journeys' national direction.
Implement the total mobility programme where taxi services exist, ensuring at least 90% of users rate the overall service and value for money as good, very good or excellent	To be assessed at the end of the financial year.

Environmental Monitoring (Planning & Environmental Manager)

Performance Targets	Achieved / Progress
Complete all regular water sampling programmes and an annual Lake Brunner summary report every December, for Council's web site.	Achieved. Spring water sampling round completed, Lake Brunner report on track for mid December
Report monthly summer contact recreation results to Council, and to media, and complete any follow-up investigations required by Council as they arise.	Achieved. Contact recreation sampling has begun. A system is in place to publish results in local papers.
Continue wintertime ambient air quality monitoring in Reefton and provide monthly summary reports to Council during winter months.	Achieved. The results were reported through the Council meetings and on our website.
Maintain the 'Sites Associated with Hazardous Substances' (SAHS) database, ensure District Councils and land buyers have access to up to date information and assist landowners to securing external funding to investigate or remediate high priority SAHS sites, where landowners are interested and funding is available.	Achieved. Advice and information given to requesters of SAHS information. One soil sampling investigation conducted.
Provide a continuous flood monitoring service for the five rivers monitored and respond in accordance with the flood-warning manual. Ensure data on these river levels is available on the Council website and Info line (data is updated 12 hourly, and during floods 3 hourly at least).	Achieved. Continuous flood warning service provided, All responses to floods were in accordance with flood-warning manual. All five rivers data is updated on web and info line 12 hourly and 3 hourly during floods.
Review the flood-warning manual annually and liaise with work groups as required.	Review will be undertaken in January
Publish on the Council web site a Hydrometric and Meteorological Data Summary Report by December 2011.	This report will be completed in April 2011 and will cover the 2000-2010 period.

Emergency Management (Chief Executive)

Performance Targets	Achieved / Progress
Prepare and organise the distribution of public information linked to the development and release of the national public information programme.	In progress. The Get Ready Get Thru booklet was distributed throughout the Region in the Messenger. This was supported with a community comment question in the following publication.
Maintain a ready-to-operate headquarters in preparation for potential emergencies, in accordance with the Group Plan and Group Controllers Guide.	Achieved. The Group Emergency Operations Centre is ready to operate for potential emergencies. The alternate Emergency Operations Centre at Grey District Council was tested in November during Exercise Pacific Wave and this alternative is now also ready to use at any time.
Train at least 30 Council staff as EOC personnel so that we have three shifts of EOC staff trained and exercised in case of a regional emergency.	Achieved. Council has 33 staff who have received training to various levels. 17 staff participated in Exercise Pacific Wave in November including several new staff members.

River, Drainage, and Coastal Protection Work (Planning & Environmental Manager)

Performance Targets	Achieved/ Progress
Review Rating District Asset Management Plans where information indicates a significant change from what is stated in the asset management plan or where communities support an early review of the service levels of existing infrastructure.	In progress. Currently reviewing Asset Management Plans to add additional information in the form of aerial maps.
Organise and oversee maintenance of all rating district infrastructural assets to the service level consistent with the Asset Management Plan of each Rating District, or whatever level the community and the Council decide on as an acceptable risk.	In progress. Action points from the October Rating District Meetings are underway.
Complete all annual maintenance works identified in the adopted annual works report for each rating district, and complete all rating district meetings by November.	In progress. The annual maintenance work will be completed over the course of the financial year.
Assist with organising and securing infrastructure loans for major capital works as and when required.	No loans required during the reporting period.
Provide civil engineering advice on Council's behalf for consent applications and compliance matters within statutory timeframes.	In progress. Advice is provided as required.

Quarry Administration (Planning & Environmental Manager)

Performance Targets	Achieved / Progress
Oversee implementation of the quarry management plans, and review those plans by 2011.	Achieved. All quarry management plans are current.
Monitor and review quarry contracts and permits and visit sites to ensure Health and Safety and other legal requirements are met.	Ongoing. Regular visits are undertaken to quarry sites to ensure compliance with all regulations.
Obtain rock from quarries to facilitate river protection works within two weeks of any request, and at a cost in line with the relative operating cost of each quarry without subsidy from general rates.	Achieved. Rock has been supplied for all requests within the 2 week timeframe.

Vector Control Services Business Unit (Vector Control Services Manager)

Performance Targets	Achieved / Progress
Tender for, and win, sufficient contracts to provide or exceed the annual budgeted return to Council.	Achieved. Currently on target to exceed annual budgeted return to Council. 11/12 will be the largest amount of ground control contracts ever carried out by the unit (approx 100,000 hectares). Unsuccessful with North Island AHB Aerial tenders.
Meet the performance objectives and contractual obligations set by the Animal Health Board for ground and aerial pest control contracts.	Achieved. 13 contract blocks completed and monitored. Currently achieving 100% pass rate.
Keep sufficient pest plant work records to assist the review of the Pest Plant Management Strategy.	Achieved. Nodding thistle inspections at MaiMai on going Assisted with African feather grass inspection.
Have staff available as a response unit for marine and terrestrial pollution spill events as per the MOU between the Council's Compliance section, Maritime New Zealand and Vector Control Services dated 11 November 2005.	Three staff have assisted with the Rena incident. Two staff were booked to attend MSA training in November but the training course was cancelled due to Rena incident.
Maintain oil spill response equipment to the level required in the West Coast Tier 2 Oil Spill Response Plan.	Achieved with quarterly inspections
Develop new business areas as appropriate, complementary to existing roles.	Achieved, tendering for AHB work in the Tasman and Otago regions. Developing new marketing material to promote VCS carrying out consent and compliance work for local businesses.

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting November 2011
Prepared by: Ross Scarlett – Chairman
Date: October 2011
Subject: **Meeting with the Auditor General**

The Chief Executive and I met with Lynn Provost, the Auditor General, on Thursday 13 October. Amongst other things, we discussed her recent report on the management of freshwater. The recommendations from that report are attached.

The Auditor General was interested in how freshwater is being managed in this region and was pleased to hear about the recent successes we have had with voluntary farm plans in priority catchments and achieving improvements in water quality in many parts of our region.

However, she also raised the issue of councillors making prosecution decisions. She explained that there are longstanding conventions against elected officials becoming involved in prosecution decisions. Her view is that all investigation and enforcement decisions on individual cases should be delegated to council staff for an independent decision.

Governance vs Management regarding enforcement

As elected members, our role is to be the policymakers. The governance role of Councillors is to set the policy (in this case the enforcement policy), and then to monitor the exercise of that policy and to make adjustments to the policy as required from time to time.

The implementation of any Council policy is a day to day task that should be handled by management. It is not a governance function. Our role is not to make individual enforcement decisions on a case by case basis, in my view.

Recommendation 8 of the Auditor General's report

The Auditor General's report on Freshwater recommends that all regional councils review their delegations and procedures for prosecuting, to ensure that any decision about prosecution is free from actual or perceived political bias (recommendation 8).

Self Assessment Tool

The Auditor General has also provided a self-assessment audit tool in her report that all regional councils are encouraged to use to ensure that freshwater in their own region is being managed appropriately.

RECOMMENDATIONS

- 1. That Council delegates to the Chief Executive the power to initiate or withdraw a prosecution for an offence, under Section 338 of the Resource Management Act, provided that the Chief Executive reports the exercise of this delegation to Council.*
- 2. That Council requests a report from the Chief Executive that applies the self-assessment audit tool in respect of this Council's policies, processes and activities.*

Ross Scarlett
Chairman
West Coast Regional Council

Our recommendations

We have already provided Waikato Regional Council, Taranaki Regional Council, Horizons Regional Council, and Environment Southland with specific recommendations (see Appendix 1).

The recommendations that we make here are aimed at **all regional councils and unitary authorities**.

We recommend that all regional councils and unitary authorities:

1. review methods for reporting results of their freshwater quality monitoring to ensure that the methods:
 - compare the freshwater quality monitoring results with (ideally specific, measurable, achievable, relevant, and time-bound) plan objectives, limits, and standards where possible and with guidelines where necessary;
 - say whether freshwater quality is getting better or worse;
 - outline probable reasons why freshwater quality is in the condition that it is; and
 - discuss what the council and the community are doing, or can do, to remedy any problems;
2. set up stronger links between freshwater quality monitoring results and how they measure the effectiveness of their policies for maintaining and enhancing freshwater quality; and
3. meet the requirements of sections 35(2)(b) and 35(2A) of the Resource Management Act 1991 to monitor the effectiveness and efficiency of the policies, rules, or methods in their policy statements and plans, and to compile and make the results of this monitoring available to the public at least every five years.

We recommend that the Ministry for the Environment:

4. provide guidance on what is expected from regional councils to meet the requirements of sections 35(2)(b) and 35(2A) of the Resource Management Act 1991.

We recommend that all regional councils and unitary authorities:

5. include specific, measurable, achievable, relevant, and time-bound objectives in their regional plans and in their long-term plans under the Local Government Act 2002.

We recommend that the Ministry for the Environment:

6. seek input from regional councils and unitary authorities on whether they need information on:
 - the economic assessments required to implement the changes required in the National Policy Statement for Freshwater Management; and
 - what has been learned from limit-setting processes already carried out in New Zealand and internationally.

We recommend that all regional councils and unitary authorities:

7. be able to demonstrate that they are co-ordinating their efforts effectively with appropriate stakeholders to improve freshwater quality; and
8. review their delegations and procedures for prosecuting, to ensure that any decision about prosecution is free from actual or perceived political bias.

Appendix 2 of this report is a self-assessment audit tool for regional councils and unitary authorities to use to assess their own performance against the criteria we used for our audit and against the emerging issues and best practice that we identified during our audit.

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting 13 December 2011
Prepared by: Chris Ingle – Chief Executive
Date: 1 December 2011
Subject: **CHIEF EXECUTIVES REPORT**

Meetings Attended

The key meetings I have attended since my last report include:

- Attended a presentation on the Mayor's taskforce for Jobs, arranged by Education West Coast and Mayor Maureen Pugh, on 16 November.
- Attended a Civil Defence meeting in Wellington on 17 November, with chairs of the Co-ordinating Executive Group (CEG) from all regions, discussing the resilience fund themes for the next funding round, and other recent issues.
- Attended the LGNZ Regional Sector Group meeting (formerly RAC) in Wellington on 18 November with Cr Scarlett.
- Attended three meetings of the Grey River Emergency Flood Committee on Monday 21 November.
- Attended the Mayors and Chair forum on 22 November with Cr Scarlett.
- Attended the West Coast CEG meeting on 23 November.

Agreement with MAF for responding to Biosecurity Emergencies

I have agreed to sign a Memorandum of Understanding with Assure Quality, who are acting on behalf of Ministry of Agriculture to develop a National Biosecurity Capability Network. The agreement is that the Regional Council will supply a minimum of three field staff, a supervisor and a vehicle to assist in responding to a biosecurity emergency (for example a foot and mouth disease outbreak). The staff involved in the response are likely to be VCS field officers who are already trained in biosecurity processes and protocols.

This agreement involves the staff being paid for by MAF, for the time they spend on the emergency response. In this respect it is very similar to the existing arrangement we have with Maritime NZ around oil spill response work.

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.
129 - 133 8.1 Confirmation of Confidential Minutes 7 November 2011

134 8.2 Overdue Debtors Report
 8.3 Response to Presentation (if any)
 8.4 In Committee Items to be Released to Media

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 7 November 2011		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 (to be tabled)		
8.3	Response to Presentation (if any)		
8.4	In Committee Items to be Released to Media		

I also move that:

- Chris Ingle
- Robert Mallinson
- Michael Meehan
- 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.