

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

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

TUESDAY, 7 FEBRUARY 2017

The programme for the day is:

10.30 a.m: **Resource Management Committee Meeting**

On completion of RMC Meeting: **Council Meeting**

Councillor Workshop: **Regional Growth Study**

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, 7 February 2017**

N. CLEMENTSON
CHAIRPERSON

M. MEEHAN
Chief Executive Officer

<u>AGENDA NUMBERS</u>	<u>PAGE NUMBERS</u>	<u>BUSINESS</u>
1.		APOLOGIES
2.	1 - 3	MINUTES 2.1 Confirmation of Minutes of Resource Management Committee Meeting – 13 December 2016
3.		PRESENTATION
4.		CHAIRMAN'S REPORT
5.		REPORTS
		5.1 Planning and Operations Group
	4	5.1.1 Planning Report
	5	5.1.2 Hydrology and Flood Warning Update
	6	5.1.3 Bathing Beach Water Quality Sampling Report
		5.2 Consents and Compliance Group
	7 - 9	5.2.1 Consents Monthly Report
	10 - 12	5.2.2 Compliance & Enforcement Monthly Report
		6.0 GENERAL BUSINESS

THE WEST COAST REGIONAL COUNCIL**MINUTES OF THE MEETING OF THE RESOURCE MANAGEMENT COMMITTEE
HELD ON 13 DECEMBER 2016, AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL,
388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 10.30 A.M.****PRESENT:**

N. Clementson (Chairman) A. Robb, P. Ewen, A. Birchfield, T. Archer, S. Challenger, J. Douglas.
F. Tumahai

IN ATTENDANCE:

M. Meehan (Chief Executive Officer), G. McCormack (Consents & Compliance Manager), R. Mallinson (Corporate Services Manager), N. Costley (Strategy & Communications Manager), S. Jones (Planning Team Leader), T. Jellyman (Minutes Clerk)

1. APOLOGIES

(Robb / Archer) *That the apology from Cr McDonnell be accepted.*

Carried

2. PUBLIC FORUM

There was no public forum.

3. MINUTES

Moved (Robb / Clementson) *that the minutes of the previous Resource Management Committee meeting dated 14 November 2016, be confirmed as correct.*

Carried

Matters Arising

There were no matters arising.

5. REPORTS**5.1 PLANNING AND OPERATIONS GROUP****5.1.1 PLANNING REPORT**

S. Jones spoke to this report. She advised that the additional submission on the Coastal Plan was notified as reported at last month's meeting.

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

Carried

5.1.2 UPDATE ON RESOURCE LEGISLATION AMENDMENT BILL 2015

S. Jones spoke to this report. She stated that agreement has now been reached between the National Party and the Maori Party which means the Bill can now progress. S. Jones advised that the departmental report has been released; this sets out the recommendations in relation to each of the proposals that are being looked at under the Bill. S. Jones advised that the majority of the recommendations are that the proposals proceed. S. Jones stated that the Select Committee is now looking at the detail of the Bill and they will report back to Government by 10 May 2017.

Cr Archer asked if it is correct that regional councils may now have an input into conditions on land use consents, and may change conditions. S. Jones stated that she would follow up on this, as she does not think that the intention is to allow regional councils to be involved in district council consenting functions. M. Meehan advised that it is likely that power would only be given to a regional council if compliance to an NES is being sought and therefore Council would need to look at what NES's would be relevant to land use consents. M. Meehan advised that the contaminated sites NES does overlap with work that the district and regional councils do, as the regional councils keep this database but the district councils administers the NES.

Moved (Archer / Ewen) *That the report be received.*

Carried

5.1.3 HYDROLOGY AND FLOOD WARNING UPDATE

M. Meehan spoke to this report and took it as read.

Moved (Robb / Birchfield) *That the report is received.*

Carried

5.1.4 BATHING BEACH WATER QUALITY SAMPLING UPDATE

M. Meehan spoke to this report. He advised that as a result of discussions with Iwi, a new site has been added at the Arahura River, State Highway 6. M. Meehan stated that there are concerns with faecal coliform E coli levels affecting the mussel beds in this area. M. Meehan stated that the first sample recorded around 1000 E coli and therefore an eye will be kept on this over the summer and work will be done in this area if required. He advised that there was also a high reading at Marrs Beach, which could be as a result of heavy rainfall the week prior to sampling. M. Meehan advised that a further sample taken at the Arahura River in December came back with a much lower reading. He advised that Ngati Waewae have now been added to the fortnightly update which is emailed to the interested agencies involved.

Moved (Ewen / Archer) *That the report is received.*

Carried

5.1.5 REGIONAL TRANSPORT COMMITTEE CONSTITUTION

N. Costley spoke to this report. Discussion took place on the appointment of Cr Havill from Westland District Council to this committee. Cr Challenger stated that this appointment could be seen as a conflict of interest in view of Cr Havill's interest in the Haast to Hollyford road. Cr Robb stated he is Chairman of this committee and if this matter is discussed at the meeting then Cr Havill would need to declare an interest and step aside. Cr Robb stated that Cr Havill has expertise in this area as he is a transport operator. Cr Robb stated that it is good to have this type of experience around the table. Cr Ewen asked if the Chairman of the Regional Transport Committee has a casting vote, as there is even numbers on this committee. Cr Robb responded that he is unsure as this has never been an issue in the past three years.

Moved (Robb / Archer)

That the Council ratify the appointments to the West Coast Regional Transport Committee.

Carried

5.2.1 CONSENTS MONTHLY REPORT

G. McCormack spoke to his report and reported that 14 non notified resource consent applications were received; along with 66 applications for whitebait stand replacements have been received. G. McCormack reported that four variations to consent conditions were granted.

Moved (Robb / Challenger) *That the December 2016 report of the Consents Group be received.*

Carried

G. McCormack spoke to this report. He advised that 65 site visits were carried out during the reporting period. G. McCormack reported that 12 incidents / complaints were dealt with. G. McCormack reported that four formal warnings were issued, and were mainly in relation to dairy effluent discharge. He reported that one infringement notice, and three abatement notices were issued during the reporting period. G. McCormack reported that five mining work programmes has been received, and four bonds are recommended for release. Cr Archer asked for an overview on what the current rules are regarding stock access to waterways, and if the Lake Brunner catchment is the only place where there are rules restricting stock access to a waterway. G. McCormack agreed, and stated that damage is caused by stock access in rivers, damaging the riparian margins. Cr Birchfield drew attention to the complaint relating to the dumping of rubbish on a farm and stated that farms are allowed to have a rubbish tip. G. McCormack stated that this in this instance material was being brought in from another site to the farm. Cr Robb asked if the complaints relating to dairy effluent discharges were related to overflow or just minor infringements. G. McCormack stated that where formal warnings were issued, two were for farms that have had issues in the past and one related to a complaint received where the ponds had overflowed. G. McCormack stated that part of the problem is pond management where there are old archaic systems next to rivers. Cr Robb stated that the weather has been tough lately and the management of effluent systems would not be easy in these types of conditions. G. McCormack stated that Council is encouraging farmers to self-report when they have issues, so if a complaint is received Council can advise the complainant that they know about the issue as the farmer has been responsible, and has been in touch with Council. Cr Ewen asked if Mr Tillers' complaint against Solid Energy, at Rapahoe, has progressed or is Solid Energy stonewalling. G. McCormack advised the water samples will be done this week and once the results are to hand, he will write to Mr Tiller confirming Council's and Solid Energy's position on this. Cr Ewen stated that he will follow up with the Chief Executive after today's meeting.

Moved (Archer / Birchfield)

1. *That the report be received.*
2. *That the bonds for Colin Thompson Contracting RCN94096, Mill Creek Mining Ltd RC13181, Geotech Ltd RC09092 and McKay Mining Ltd RC20140022 are released.*

Carried

6.0 GENERAL BUSINESS

There was no general business.

The meeting closed at 10.52 a.m.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee – 7 February 2017
Prepared by: Sarah Jones – Planning Team Leader
Date: 19 January 2017
Subject: **PLANNING REPORT**

Proposed Coastal Plan – Notification of submission

At the November 2016 Council meeting it was reported that a submission on the Proposed Coastal Plan was not included in the Summary of Decisions Requested, and needed to be notified to provide the opportunity for further submissions to be made on it. The submission was publicly notified for further submissions on 18 November, and further submissions closed on 5 December. An additional 15 further submissions were received, bringing the total number of further submissions on the Proposed Plan to 26.

Proposed Regional Policy Statement (RPS) – Collaborative workshop

As was reported and agreed at the November 2016 Committee meeting, the time frame for releasing decisions on the Proposed RPS has been extended to allow for the convening of a facilitated collaborative session to bring together key stakeholders to further discuss and resolve points raised by submitters. A collaborative workshop was held on the 14-16 December 2016 and was attended by 26 people representing 16 different organisations. Staff are currently analysing the information that was obtained at the workshop and will be holding follow up meetings with some parties. The Committee will be updated again in March.

RECOMMENDATION

That the report is received.

Sarah Jones
Planning Team Leader

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee Meeting
 Prepared by: Stefan Beaumont – Team Leader Hydrology.
 Date: 26 January 2017
 Subject: **HYDROLOGY & FLOOD WARNING UPDATE**

Flood Warning

Several flood alarms occurred during December and January, keeping the flood duty officers busy. The largest flood of this period was the 18/19 January flood event, which produced alarms on all the rivers in the flood action plan. This event triggered the Greymouth Flood Committee to meet at 12:30am and 05:30am on 19 January as per the flood action plan.

More detailed flood analysis will be undertaken and a report submitted to the March Council meeting, however indicative analysis shows that the Buller River at Te Kuha with a peak flow of 5342 m³/s equates to approximately a 1 in 3.4 year or 0.30% annual probability flood, and the Grey River at Dobson with a peak flow of 4984 m³/s equates to approximately a 1 in 8.6 year or 0.116% annual probability flood.

Site	Time of peak	Peak level	Warning Issued	Alarm threshold
Karamea River at Gorge	15/12/2016 10:00	4049mm	15/12/2016 09:00	4000mm
Karamea River at Gorge	19/01/2016 06:00	5483mm	18/01/2016 18:55	4000mm
Mokihinui River at Welcome Bay	15/12/2016 08:35	5183mm	15/12/2016 06:50	4500mm
Mokihinui River at Welcome Bay	01/01/2016 09:00	5027mm	01/01/2016 07:15	4500mm
Mokihinui River at Welcome Bay	12/01/2016 13:45	5247mm	12/01/2016 12:10	4500mm
Mokihinui River at Welcome Bay	19/01/2016 06:05	6435mm	18/01/2016 16:40	4500mm
Buller River at Te Kuha	19/01/2016 13:20	9970mm	18/01/2016 01:05	7400mm
Grey River at Dobson	15/12/2016 14:00	3712mm	15/12/2016 11:45	3400mm
Grey River at Dobson	19/01/2016 11:10	6078mm	18/01/2016 18:55	3400mm
Hokitika River at Gorge	15/12/2016 04:20	4081mm	15/12/2016 02:45	3750mm
Hokitika River at Gorge	18/12/2016 17:15	3840mm	18/12/2016 16:55	3750mm
Hokitika River at Gorge	22/12/2016 06:55	3915mm	22/12/2016 05:10	3750mm
Hokitika River at Gorge	01/01/2017 04:20	4043mm	01/01/2017 02:50	3750mm
Hokitika River at Gorge	12/01/2017 07:10	4497mm	12/01/2017 05:15	3750mm
Hokitika River at Gorge	19/01/2016 00:50	5013mm	18/01/2017 16:30	3750mm
Hokitika River at Gorge*	25/01/2017 06:45	4045mm	25/01/2017 07:25	3750mm
Waiho River at SH6**	18/01/2017 23:00	7120mm	18/01/2017 22:00	6750mm

*Warning was only issued to Civil Defence/Westland District Council – not whole group as event was after very low rainfall amounts and was at peak and receding at time of calling – Hydrologist used discretion to not notify whole group.

**Waiho river bed has lowered and the alarm has been reduced from 8000mm to 6750mm.

RECOMMENDATION

That the report is received

Stefan Beaumont
Team Leader Hydrology

5.1.3

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee Meeting – 7 February 2017
 Prepared by: Jasmin Robb, Surface Water Quality Technician
 Date: 27 January 2017
 Subject: **BATHING BEACH WATER QUALITY SAMPLING UPDATE**

The West Coast Regional Council carries out regular sampling for faecal indicator bacteria (*E.coli* or Enterococci) at popular contact recreation sites over the summer period, from November through to March. Sampling is currently undertaken at 18 locations, twice per month. The table below presents the results of sampling for the 2016 -17 summer season.

A number of samples exceeded the very low risk threshold for recreational water quality. In all cases there had been moderate to heavy rainfall in the week prior to sampling.

SITE	Nov	Nov	Dec	Dec	Jan	Jan
Carters Beach at campground beach access	😊*	😊*	😊*	😊*	😊*	😊*
North Beach at tip head road steps	😊*	😊*	😊*	😊*	😊*	😊*
Buller River at Shingle Beach	😊*	😊*	😊*	😊*	😊*	😊*
Buller River at Marrs Beach	😊*	😞*	😞*	😞*	😞*	😞*
Rapahoe Beach at end of Statham St	😊*	😊*	😊*	😊*	😊*	
Seven Mile Creek at SH6 Rapahoe	😊*	😊*	😞*	😊*	😊*	
Nelson Ck at Swimming Hole Reserve	😊*	😊*	😊*	😊*	😊*	
Grey River at Taylorville Swimming Hole	😞*	😊*	😊*	😊*	😞*	😞*
Cobden Beach at Bright Street West end	😊*	😊*	😊*	😊*	😊*	
Blaketown Beach at South Tiphead	😊*	😊*	😊*	😊*	😊*	😊*
Lake Brunner at Cashmere Bay Boat Ramp	😊*	😊*	😊*	😞*	😊*	
Lake Brunner at Iveagh Bay	😊*	😊*	😊*	😞*	😊*	
Lake Brunner at Moana	😊*	😊*	😞*	😊*	😊*	
Karoro Beach at Surf Club	😊*	😊*	😊*	😊*	😊*	
Hokitika Beach at Hokitika	😊*	😊*	😊*	😞*	😞*	
Kaniere River at Kaniere Kokatahi Rd	😊*	😊*	😊*	😊*	😊*	
Lake Mahinapua at Shanghai Bay	😊*	😊*	😊*	😊*	😊*	
Arahura Rv @ SH6	😞*	😊*	😊*	😊*	😊*	

Rainfall past 24hrs	Rainfall past week	
*	•	0-10 mm
•	•	10-30 mm
*	•	30-60 mm
*	•	>60 mm
😊		< 260 E. coli; < 140 Ent
😞		260-550 E. coli; 140-280 Ent
😞		> 550 E. coli; > 280 Ent

RECOMMENDATION

That the report is received.

Michael Meehan
 Chief Executive Officer

Prepared for: Resource Management Committee – 7 February 2017
 Prepared by: Karen Glover - Consents & Compliance Administration Officer
 Date: 27 January 2017
 Subject: **CONSENTS MONTHLY REPORT**

Consents Site Visits undertaken 1 December 2016 – 26 January 2017

06-12-2016	RC-2016-0146 – SOL Shingle Ltd, Gravel Extraction, Otira.	To discuss applications and undertake site investigation of extraction area with applicant at the Otira River/Barrack Creek.
13-12-2016	RC-2016-0140 – AW Harris, Gold Mining operation, Ahaura.	To undertake a site visit of the proposed mining area with the applicant, Ahaura.
10-01-2017	RC-2016-0112 – Nikau Deer Farms Ltd, Multiple farming activities, Rotomanu.	To undertake a site visit of proposed diversion with the Department of Conservation and the applicant.
17-10-2017	RC-2017-0008 – Buller District Council, Septic wastewater discharge, Springs Junction.	To undertake a site visit of the proposed system and disposal field with the applicant, Department of Conservation, other landowners and engineers, Springs Junction.

18 Non-Notified Resource Consents Granted 1 December 2016 – 26 January 2017

CONSENT NO. & HOLDER	PURPOSE OF CONSENT
RC06001 RE (Peter) Fletcher	To undertake earthworks within 50 metres of the Coastal Marine Area, Rapahoe.
RC10201 West Coast Regional Council	To deposit excavated material in the riparian margins of Granite Creek. To disturb the wet and dry bed of Granite Creek by excavating sediment both within and outside a Schedule 2 Wetland to clear the channel. To divert water as a result of excavation works, Granite Creek. To extract material (sediment) from the wet bed of Granite Creek within the Coastal Marine Area (CMA). To deposit excavated material in the CMA. To divert water in the CMA as a result of excavation works, Granite Creek.
RC-2016-0104 Stafford Partnership Ltd	To undertake earthworks associated with alluvial gold mining activities within MP 52832, at Stafford. To take and use water for the purposes of alluvial gold mining activities within MP 52832, at Stafford. To discharge water containing sediment to land within MP 52832 in circumstances where it may enter water, namely Waimea Creek and its tributaries associated with alluvial gold mining at Stafford.
RC-2016-0113 DM Lucas	To undertake earthworks associated with alluvial gold mining within MP 51501, at Greenstone. To disturb the dry bed of Greenstone River associated with alluvial gold mining within MP 51501.

	To take and use water for alluvial gold mining activities within MP 51501, at Greenstone.
	To discharge sediment-laden water to land in circumstances where it may enter water, namely Greenstone River and its tributaries associated with alluvial gold mining within MP 51501, at Greenstone.
RC-2016-0121 IG Walker	To disturb the dry bed of Devils Creek to undertake gravel extraction.
RC-2016-0134 JF Bille	To discharge treated onsite sewage wastewater from a domestic dwelling to land at Lot 1 DP 3094, Duffers Creek Road, Kawhaka.
RC-2016-0138 Brownsgold Ltd	To undertake earthworks associated with alluvial gold mining activities within MP 60198, at Stafford. To take and use groundwater via seepage into mining ponds for the purposes of alluvial gold mining activities within MP 60198, at Stafford. To discharge water containing sediment to land within MP 60198 in circumstances where it may enter water associated with alluvial gold mining at Stafford.
RC-2016-0139 Westland Milk Products	To disturb the bed of the Hokitika River to clear out a channel. To undertake gravel extraction, Hokitika River. To divert water into a channel, Hokitika River.
RC-2016-0141 JM Eagle	To discharge treated onsite sewage wastewater to land from a domestic dwelling at 58 Seddon Terrace Road, Rimu.
RC-2016-0142 New Zealand Transport Agency	To disturb the riparian margins of White Creek while undertaking culvert extension works. To disturb the bed of White Creek to undertake culvert extension works (rock armouring and culvert extension). To temporarily divert water in White Creek to undertake culvert extension works. To temporarily discharge sediment to water associated with culvert extension, White Creek.
RC-2016-0143 New Zealand Transport Agency	To disturb the riparian margins of Robinson Creek while undertaking culvert extension works. To disturb the bed of Robinson Creek to undertake culvert extension works (rock armouring and culvert installation). To disturb the dry bed of the Haast River to remove stone. To temporarily divert water in Robinson Creek to undertake culvert extension works. To temporarily discharge sediment to water associated with culvert extension, Robinson Creek.
RC-2016-0144 Omau Domain Board	To undertake earthworks within 50 metres of the Coastal Marine Area and on slopes greater than 25 degrees, Omau.
RC-2016-0146 SOL Shingle Ltd	To disturb the dry bed of the Otira River, Rolleston River and Barrack Creek for the purpose of gravel extraction.
RC-2016-0148 Department of Conservation	To discharge contaminated material (arsenic and other trace contaminants) to land where it may enter water, Alexander Mine Site. To discharge contaminants (arsenic and other trace contaminants) to water from the Alexander Mine Site.

RC-2016-0149 Department of Conservation	To disturb the dry beds of the Pororari River, Tindale Creek and Pike Stream for the purpose of removing gravel.
	The incidental discharge of sediment to land where it may enter water associated with the construction of the Pike 29 Walk.
	The discharge of treated sewage effluent to land associated with the Pike 29 Walk.
RC-2016-0151 PB & DM Langford	To discharge dairy effluent to land where it may enter surface water (Granite Creek) and groundwater near DS834, Karamea.
RC-2016-0152 SJ & LR Wilks	To discharge treated onsite sewage wastewater from a domestic dwelling to land at Section 1 SO 436967, 950 Otira Highway.
RC-2017-0001 Kaniere Farms Ltd	To discharge dairy effluent to land where it may enter surface water (Taminelli Creek) and groundwater near DS299, Kaniere.

81 whitebait stand resource consent files were also granted during this period.

6 Changes to and Reviews of Consent Conditions granted 1 December 2016 - 26 January 2017

CONSENT NO. & HOLDER	PURPOSE OF CHANGE/REVIEW
RC98038-V6 Westland Milk Products	To relocate a dust collector discharge vent at the Hokitika Dairy Factory.
RC04007-V3 Department of Conservation	To incorporate additional pit toilet discharges into consent in the Buller Region.
RC-2014-0064-V1 MBD Contracting Ltd	To amend the gravel extraction areas on the Taramakau River near the State Highway 6 Road/Rail Bridge.
RC-2015-0013-V1 B MacDonell & M Dove	To change machinery used for a black sand gold mining operation at Barrytown Beach.
RC-2015-0109-V1 Dempster Ltd & Shamroc Minerals Ltd	To decrease the disturbed area and bond relating to a gold mining operation, Callaghans.
RC-2015-0147-V1 Westland Milk Products	To increase the number of disposal trenches in the Hokitika River.

No Notified or Limited Notified Resource Consents were granted between 1 December 2016 – 26 January 2017

Public Enquiries

54 written public enquiries were responded to during the reporting period. 39 (72%) were answered on the same day, and the remaining 15 (28%) within the next ten days. Six LGOIMA requests were responded to.

RECOMMENDATION

That the February 2017 report of the Consents Group be received.

Gerard McCormack
Consents & Compliance Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Resource Management Committee – 7 February 2017
 Prepared by: Gerard McCormack – Consents and Compliance Manager
 Date: 26 January 2017
 Subject: **COMPLIANCE & ENFORCEMENT MONTHLY REPORT**

Site Visits

A total of 59 site visits were undertaken during the reporting period, which consisted of:

Activity	Number of Visits
Resource consent monitoring	12
Mining compliance & bond release	17
Complaint Related	10
Dairy Farm	20

Out of the 59 total site visits for the reporting period, 43 visits were compliant, 16 visits were non-compliant.

Complaints/Incidents between 4 December 2016 & 26 January 2017

The following 14 complaints/incidents were received during the reporting period:

Activity	Description	Location	Action/Outcome	INC/Comp
Stock access to water	Complaint that cows had access to a river.	Arahura	Enquiries established that there was no breach of the rules.	Complaint
Discharge to water	The operator notified the Council that they had received a complaint that 1080 pellets had been located on the Mokihinui River bed following an aerial operation.	Seddonville	The complaint has not been substantiated.	Complaint
Gold Mining	Complaint received that a gold mining operation was being undertaken without resource consent.	Paroa	Enquiries established that the operation was consented.	Complaint
Discharge to air	Complaint received regarding odour from a farm property.	Ruatapu	The area was visited and the complaint was unsubstantiated.	Complaint
Stock access to water	Complaint received that cows are accessing the Crooked River which is within the Lake Brunner catchment.	Rotomanu	Enquiries were carried out resulting in the farmer being issued with a formal warning.	Complaint
Discharge to air	Complaint regarding the discharge of odour.	Coal Creek	The area was visited and the complaint was unsubstantiated.	Complaint
Gravel extraction	Compliance staff located a person extracting gravel from a creek without resource consent.	Rotomanu	The operator was issued with an abatement notice to cease the activity.	Incident

Activity	Description	Location	Action/Outcome	INC/Comp
Flood protection works	Complaint that flood protection work is causing issues to a neighbouring property.	Rotomanu	Enquiries are ongoing.	Complaint
Earthworks	Complaint that recently dug drains are causing flooding to a road.	Harihari	Enquiries are ongoing.	Complaint
Silage wrap	Complaint received that silage wrap has been blown into the Hokitika River.	Kokatahi	Enquiries are ongoing.	Complaint
Stormwater discharge	Complaint received regarding the discharge of storm water to a neighbouring property.	Kaiata	The property owner has been contacted and required to remedy the situation.	Complaint
Dumping	Complaint received that someone had dumped rubbish at nine mile.	Nine Mile	The site was visited and a deer carcass and rubbish bags containing offal were located on the edge of the roadside. Information passed on to the appropriate authority to arrange disposal.	Complaint
Discharge to air	Complaint received that a dead horse in a farm paddock was going to cause an odour issue as it had been dead for several days.	Lake Brunner	Enquiries made to contact the property owner to have it disposed of.	Complaint
Coastal Erosion	Complaint received that vegetation removal from the CMA has caused erosion	Hector	Enquiries are ongoing	Complaint

Formal Enforcement Action

Eight Formal Warnings were issued during the reporting period

Activity	Location
Stock access to water Lake Brunner catchment	Rotomanu
Waste Water discharges and water abstraction – Five separate formal warnings issued to the same operator for various breaches of consent conditions relating to discharges from their site and water take consents.	Hokitika
Gold Mining – Two separate formal warnings issued to the same operator for failing to undertake sampling required by the consent and to submit their annual work programme.	Ruatapu

One Infringement Notice was issued during the reporting period

Activity	Location
Whitebait Stand – structure not removed from the bed of the river post season	Mokihinui

Four Abatement Notices were issued during the reporting period.

Activity	Location
Dairy effluent – notice issued to upgrade the dairy effluent system	Rotomanu
Whitebait – notice issued to remove the stand from the bed of the river.	Mokihinui
Gravel extraction – notice issued to cease the activity	Rotomanu
Coal Mining – notice issued to install a dust suppression sprinkler system	Rapahoe

Mining Work Programmes and Bonds

The Council received the following six work programmes during the reporting period. Three work programmes have been approved while the remaining work programmes require a site visit or further information.

Date	Mining Authorisation	Holder	Location
13/12/2016	RC-2015-0143	Phoenix Mining Ltd	Nelson Creek
21/12/2016	RC-2016-0088	Roundhill & Inwood	Inangahua
04/01/2017	RC13152	Dempster	Goldsborough
05/01/2017	RC11221	BRM Developments	Ianthe
16/01/2017	RC11063	BBC Excavation Ltd	Waimangaroa
20/01/2017	RC12035	TLD Investments Ltd	Inangahua

Four bonds were received during the reporting period

Mining Authorisation	Holder	Location	Amount
RC-2016-0123	Fahey Contracting Ltd	Paroa	\$6,000
RC-2015-0109	Dempster & Phoenix Minerals Ltd	Callaghans	\$20,000
RC-2016-0088	Roundhill & Inwood	Inangahua	\$6,000
RC-2015-0132	Phoenix Minerals Ltd	Callaghans	\$60,000

RECOMMENDATION

That the report be received.

Gerard McCormack
Consents and 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, 7 February 2017** commencing on completion of the Resource Management Committee Meeting

A.J. ROBB
CHAIRPERSON

M. MEEHAN
CHIEF EXECUTIVE OFFICER

<u>AGENDA NUMBERS</u>	<u>PAGE NUMBERS</u>	<u>BUSINESS</u>
1.		APOLOGIES
2.		PUBLIC FORUM
3.		MINUTES
	1 – 4	3.1 Minutes of Council Meeting 13 December 2016
4.		REPORTS
	4 – 18	4.1 Engineering Operations Report
	19	4.1.2 Raymond's Stopbank Inclusion in Wanganui Rating District
	20 - 22	4.2 Corporate Services Manager's Report
	23 – 30	4.2.1 Six Month Review 1 July 2016 – 31 December 2016
	31 – 34	4.2.2 Council Risk Register & VCS Framework
	35 - 36	4.2.3 Review of Representation
5.	37	CHAIRMAN'S REPORT
	38 – 41	5.1 Adoption of West Coast Triennial Agreement
6.	42	CHIEF EXECUTIVE'S REPORT
7.		GENERAL BUSINESS

**MINUTES OF THE MEETING OF THE COUNCIL HELD ON 13 DECEMBER 2016,
AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH,
COMMENCING AT 10. 54 A.M.**

PRESENT:

A. Robb (Chairman), N. Clementson, P. Ewen, A. Birchfield, T. Archer, S. Challenger

IN ATTENDANCE:

M. Meehan (Chief Executive Officer) G. McCormack (Consents & Compliance Manager), R. Mallinson (Corporate Services Manager), N. Costley (Strategy & Communications Manager), T. Jellyman (Minutes Clerk)

1. APOLOGIES:

(Robb / Archer) *That the apology from Cr McDonnell be accepted.*

Carried

2. PUBLIC FORUM

There was no public forum.

3.1 CONFIRMATION OF MINUTES

Moved (Clementson / Birchfield) *that the minutes of the Council Meeting dated 14 November 2016, be confirmed as correct, with the two typographical errors amended.*

Carried

Matters arising

Cr Birchfield drew attention to a typographical error on page 2 of the minutes. Cr Archer noted a further typographical error on the same page. Cr Clementson asked if the meeting with Westpac went ahead. R. Mallinson responded that this meeting has been deferred until the New Year, when the full financial quarter can be reviewed.

REPORTS:

4.1 ENGINEERING OPERATIONS REPORT

M. Meehan spoke to this report and advised that the community of Franz Josef is very happy with the de-armouring work that has been undertaken in the Waiho River. He stated that the removal of rock from the river has allowed the river to cut down and will provide temporary relief. M. Meehan advised that the rock taken from the river can now be put onto stopbanks.

M. Meehan reported that it is looking like a hearing will be required in order to gain affected party sign off for the resource consent application for the rock source for the Punakaiki rating district.

M. Meehan advised that the community meeting that was held for the Granity, Ngakawau and Hector communities to discuss coastal erosion went well. He stated that two experts from Niwa attended and they answered questions from the community and spoke of various options available. M. Meehan advised that community contacts were made at the meeting and Council will work closely with them to follow up on options.

M. Meehan advised that a consultation package is being finalised for the Buller community for the work relating to the Buller River Flood consultation project. He stated that drop in sessions are planned for late January early February at the NBS Theatre in Westport.

M. Meehan advised that R. Beal has been seeking further professional advice on the future management Kiwi Quarry so that this quarry can be used safely and efficiently. He stated that R. Beal will provide further information at the next council meeting.

Cr Archer asked when the report on Carters Beach could be expected. M. Meehan responded that he was hoping for a report this side of Christmas but feels this is unlikely and is expecting the report early in January.

M. Meehan stated that once the report is received, a public meeting will be arranged.

Cr Archer asked for an update on the Niwa visit to Karamea. M. Meehan advised that an aerial inspection via helicopter was done and it was decided to leave things alone for the moment, but a report is awaited. Cr

Archer stated that there is concern from the Karamea community as the mouth of the Karamea River has been migrating to the south for quite a long time.

Cr Birchfield asked M. Meehan what the general feel from the Buller community is regarding flood protection. M. Meehan responded that there are various options at different levels of pricing but he feels that the appetite for paying for flood protection is always less if there has not been a flood event. M. Meehan stated that there are some areas that are more vulnerable than others but costs will be a big issue. Cr Archer advised that there was a big flood in 1926 and again in 1970, he stated that luckily all of the large flood events have peaked at low tide.

Moved (Challenger / Birchfield) *that this report is received.*

Carried

4.1.2 RATING DISTRICT LIAISON MEETINGS REPORT

M. Meehan spoke to this report and took it as read. He stated that eleven meetings were held this year, and action points from these meetings are already being worked through. M. Meehan stated that the rate strike recommendations will go to through the Annual Plan process. He stated that in general most people are happy with the rating levels. At the Franz Josef meeting there was discussion around cutting the rate from \$100,000 per year to \$50,000 per year. M. Meehan stated that this rating district has approximately \$450,000 in their rating district account but they are also mindful of the threat of the Waiho River. Meehan advised that it is important that affordable rating decisions are made for all communities. He stated that this can be covered at the Annual Plan process.

Moved (Clementson / Archer)

1. *That this report is received.*
2. *That the rate strikes recommended be placed in the next Annual Plan.*

Carried

4.2 CORPORATE SERVICES MANAGER'S REPORT

R. Mallinson reported that this is the four month financial report to 31 October. He advised that Council's financial situation is continuing to improve with a surplus achieved of \$1.469M compared to the budget figure of \$243,000. R. Mallinson reported that the investment portfolio reduced in value by \$110,000 during October and there was a further small deterioration during November. R. Mallinson reported that he has been able to reduce the bank short term loan to \$0.5M.

Cr Birchfield stated that this is a very good financial report and he finds it difficult to understand the comments in the Audit Report saying that Council is not sustainable. R. Mallinson stated that this would be covered in the next agenda item.

Cr Archer commented that the financial report for the quarter is positive but it does highlight the difficulties encountered with setting budgets, unbilled work, returns on investments and returns on the unknown quantities of work for VCS. It was noted that VCS is a huge contributor to Council's finances. Cr Archer stated that he is disappointed with Westpac's performance and he questions their investment strategy and feels that it is high time that this matter was looked at. R. Mallinson stated that this is why he has commissioned a review of the performance of the Westpac's portfolio which will take place in the New Year when the full quarter results are to hand. R. Mallinson advised that because of Council's small size, Council will always be susceptible to aberrations in its investment returns and VCS returns. Extensive discussion took place on the current financial climate and historic financial matters.

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

Carried

4.2.1 FINAL AUDIT MANAGEMENT REPORT YEAR ENDED 30 JUNE 2016

R. Mallinson introduced S. Tobin from Audit NZ to the meeting.

Moved (Ewen / Challenger) *That S. Tobin be given speaking rights.*

Carried

The Chairman welcomed S. Tobin to the meeting. R. Mallinson advised that this is the final audit report to 30 June 2016. He drew attention to item 2.4 where Audit NZ recommended that Council formally considers the risk management framework that the VCS Business Unit operates under. He stated that management agreed with this, a report will be brought to the February Council meeting. R. Mallinson also raised the matter of

Audit NZ's recommendation that Council assess whether it is covering the functions of an Audit Committee. He advised that this is a decision for Councillors themselves and therefore no recommendation is included in this report.

S. Tobin spoke to the Audit Report and advised that this is an unqualified audit opinion. S. Tobin spoke extensively and offered to answer questions.

Moved (Archer / Birchfield)

1. *That the report be received.*

2. *That Councillors note management intends to bring a recommendation to the February 2017 meeting with regard to the risk management framework that the VCS Business Unit operates under.*

Carried

Moved (Archer / Ewen) *That the meeting is adjourned. (11.35 a.m)*

Carried

Moved (Ewen / Archer) *That the meeting reconvenes. (12.03 p.m)*

Carried

4.2.4 SCHEDULE OF MEETING DATES FOR 2017

R. Mallinson spoke to this report. Cr Challenger stated that he will be attending a course for both the February and March meeting dates. It was agreed that the February meeting would be brought forward to 7 February and the March meeting would be held on 15 March.

Moved (Birchfield / Clementson) *That Council adopts the 2017 Schedule of Meeting Dates.*

Carried

4.2.5 COUNCIL INVOLVEMENT IN THE BALLANCE ENVIRONMENT AWARDS

M. Meehan spoke to this report. He stated that this has been quite a popular award scheme around the country with the only places where it is not in place is the West Coast and the Top of the South. M. Meehan advised that currently there is no environmental award scheme here. He stated that this award is targeted at farmers, and all types of farming operations. M. Meehan advised that these awards show case award winners for the public to go out and see best practice. He advised that Tasman is interested in going into partnership with us, Nelson City are small, with few farms in their area but they are interested, and Marlborough run their own awards. M. Meehan advised that the benefits are working with the industry and recognising the high performers and giving them an opportunity to show what can be done when doing things the right way. M. Meehan advised that it would cost around \$30,000 to run the awards but in this case it would be likely that Tasman would join with us and Marlborough and Tasman at a later date, so our contribution would be \$15,000. M. Meehan stated this is an opportunity to promote best practice that Council promotes through our Plans. M. Meehan answered various questions about funding, and likely participants. Considerable discussion took place. M. Meehan answered questions and stated that he would give a thorough breakdown of costs through the annual plan process. The Chairman asked each Councillor for their opinions. It was agreed that requests for funding need to go through the annual plan process. It was agreed that the third recommendation would be changed to say "include" rather than approve. Cr Ewen suggested an amended motion, and that the third motion is deleted. Cr Archer agreed with this.

Moved (Ewen / Archer)

That Council:

1. *Receives this report.*

2. *Approves the Council to take part in negotiations to enter the Ballance Environment Awards in partnership with the Tasman District Council, Nelson City Council and Marlborough District Council.*

Carried

5.0 CHAIRMANS REPORT

The Chairman spoke to his report and took it as read.

4

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

Carried

6.0 CHIEF EXECUTIVE'S REPORT

M. Meehan spoke to his report. M. Meehan advised that the Triennial Agreement was tabled at the Mayors and Chairs meeting, this will then come to the February Council meeting for ratification. M. Meehan reported that the Local Government Commission attended this meeting. He advised that Councils are working on a joint proposal to the Local Government Commission on what could work for the region. M. Meehan advised that ongoing work in the planning and roading area is continuing with alignment being sought for all councils. M. Meehan reported that through work that has been done on the Growth Study, significant funding has been secured to progress a master plan for Franz Josef and also to explore the south side relocation.

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

Carried

GENERAL BUSINESS

There was no general business.

Moved (Clementson / Archer) *that the meeting is reconvened.*

Carried

LATE ITEM

Moved (Archer / Ewen) *that the late item for the Confidential meeting be accepted.*

Carried

The meeting closed at 12.24 a.m.

.....
Chairman

.....
Date

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 7 February 2017
Prepared by: Randal Beal – Operations Manager
Date: 26 January 2017
Subject: **OPERATIONS REPORT**

WORKS COMPLETED AND WORKS TENDERED FORKongahu Rating District

Work to clean out of the mouth of Blackwater Drain in Otumahana Estuary, was completed at a cost of \$990 (GST exclusive).

Mokihinui Rating District

Work to repair the temporary seawall at Mokihinui, was completed at a cost of \$1,990 (GST exclusive).

Lower Waiho Rating District

Work involving the placement of 750 tonne of rock to three groynes on the Rata Knoll extension stopbank was completed by MBD Contracting at a cost of \$17,625 (GST exclusive).

Taramakau Rating District

Work involving the placement of 750 tonne of rock into new riprap, was completed by Henry Adams Contracting at a cost of \$28,000 (GST exclusive).

Inchbonnie Rating District

Work involving the placement of 150 tonne of rock onto existing riprap, was completed by MBD Contracting at a cost of \$2,900 (GST exclusive).

Waitangitona Rating District

Work involving the placement of 150 tonne of rock onto existing rock riprap, was completed by MBD Contracting at a cost of \$5,430 (GST exclusive).

Franz Josef Rating District

Work involving the realignment of the Waiho River channel was completed by Graeme Condon Contracting at a cost of \$3,040 (GST exclusive).

Wanganui Rating District

Work involving the placement of 572 tonne of rock to a slumped section of existing rock riprap, was completed by Arnold Contracting at a cost of \$13,156 (GST exclusive).

Wanganui Rating District

Emergency work involving the placement of 165 tonne of rock to an existing groyne, was completed by Arnold Contracting at a cost of \$4,164 (GST exclusive).

Wanganui Rating District

Maintenance work involving the construction of three turnaround areas for rock transport on the Lower Wanganui stop bank was completed by Arnold Contracting at a cost of \$6,068.50 (GST exclusive).

Neils Beach Rating District Update

The emergency bund placed in September 2016 is still intact. There has been significant beach build up since October 2016. The river mouth is still in the same position.

January Flood Event

Cobden

Surface flooding was noted in Lower Cobden during the 18th/19th January flood event. Council engineers inspected this area during and following the flood event. The purpose of this was to assess the extent of flooding in conjunction with finalising potential options to reduce the effects in this area. In addition to this engineering staff undertook a door to door survey of properties in this area to better understand the effects on their individual property.

Two small advice grants through Envirolink have been approved to provide further advice regarding the flood relief "cut" and its effectiveness and long term advice on the management of range creek to reduce flooding.

Karamea

Following the recommendation of the December 2016 NIWA report, two cuts were excavated immediately prior to anticipated flood event on 19 January at the mouth of the Karamea River. This was done under emergency works at a cost of \$5,500. The cut has so far been successful, anecdotal feedback from the community is positive, with some noting less flooding than would normally occur on their property. The aerial photographs below were taken following the recent flood event.



Quarries

Quarry	Rock Available
Blackball	1,650
Camelback	16,417
Inchbonnie	11,821
Kiwi	746
Whataroa	17, 940

Kiwi Quarry

The first stage of safety work has commenced, the work is required to make the quarry safer and allow more efficient extraction of rock. The estimated costs of this work are \$35,000; rock will be produced through the work, which will help offset these estimated costs.

RECOMMENDATION

That the report is received

Randal Beal
Operations Manager



NIWA Project: ELF17208

20 December 2016

Paulette Birchfield
West Coast Regional Council
PO Box 66
Greymouth 7840

Dear Paulette

Background

The township of Karamea is at risk of flooding from the Karamea River due to its location and a reduced level of protection due to aging flood-protection banks.

Between 2013 and 2015 the Karamea River migrated over 2 km south to exit via the Otumahana Estuary, and it appears to have continued its southward migration since then. The new location of the mouth appears to be causing additional back-up of floodwaters in some areas. The community have also raised concerns that continued southerly migration of the river mouth towards Kongahu may consume private property.

The West Coast Regional Council (WCRC) is seeking advice on whether there is any viable action (e.g., river mouth training walls, dredging or a stopbank extension as suggested by the community) that could be taken to restore and maintain the Karamea River mouth at its pre-2013 northerly location (in line with the township), whether any action should be undertaken, and what could be the likely consequences.

This letter provides that advice based on a brief investigation funded by an Envirolink Small Advice Grant (ref No 1743: C01X1630). The investigation included a site visit by Michael Allis and Murray Hicks from NIWA on 22 November 2016 as well as examination of historical aerial photographs and documents provided by WCRC.

Site inspection

NIWA and WCRC performed an aerial inspection of the lower Karamea River, Otumahana Estuary, Kongahu Swamp and Granite Creek on 22nd November 2016 (10:30 am to 11 am). River flow was low at 90 m³/s at the time and had been declining since a small flood that peaked at 1531 m³/s 7 days prior (15th November). On 22 November, low tide was at 11:37 am for Karamea River mouth, offshore significant wave height was approximately 1.0 m from the west, and winds were light (< 10km/h) from the west.

During the site inspection the Karamea River and Otumahana Estuary had a single opening to the sea positioned 1 km from the southern extent of the estuary (Figure 1).



Figure 1: Aerial oblique (view to southwest) of the Karamea River flowing past Karamea township (foreground), merging with the swamp overflow and Baker Creek (at right), before discharging into the Otumahana Estuary and exiting through the single southern opening to the Tasman Sea. [Source: M Allis, 22-11-2016]

River Floods

Flooding from the Karamea River threatens road access, buildings and agricultural land (Smart & Bind, 2010). Extreme flood flows for the river have been determined for a range of Annual Recurrence Interval (ARI). These are 100 year ARI = 3990 m³/s, 50 year ARI = 3662 m³/s, 20 year ARI = 3224 m³/s, 10 year ARI 2885 m³/s, 5 year ARI 2532 m³/s and the "mean annual flood" (2.33 year ARI) = 2098 m³/s .

Three notable recent river floods caused widespread inundation and property damage near the Karamea River. These were the November 1973 flood which was a 100 year ARI event (peak flow approximately 3950 m³/s), the October 1998 flood which was a 22.5 year ARI event (peak flow 3163 m³/s), and the October 2013 flood which was a 17.7 year ARI event (peak flow 3279 m³/s). A 2d hydraulic model has been developed for the lower Karamea River based on the 1973 and 1998 events, and this replicated the widespread floodwaters and damage to infrastructure observed (Smart & Bind, 2010).

The river's present discharge point into the ocean is 3 km south from its most direct path to the sea (see Figure 1). This increases the flood risk to Karamea town because of the extra 'head' required for the river to flow the additional distance to the sea.

Floodwater from other sources also contributes to the flood hazard and backwater effect in the Estuary. Three rivers/creeks feed into the estuary system: Granite Creek and Blackwater Creek (draining Kongahu Swamp) at the southern extent, Baker Creek at the northern extent, along with the Karamea River and its overflow channels in the north. Also, a number of smaller creeks drain from South Terrace into the Otumahana Estuary from the east, through culverts beneath the Karamea Highway. The Karamea River is by far the largest contributor to hazardous flood events.



Figure 2: Location of known estuary openings. Year of observation with north (N) or south (S) shown if multiple openings visible. Symbols indicate approximate centreline of opening. [Source: Google Earth image Jan 2013].

River and estuary openings to the sea

The present Otumahana Estuary (Flagstaff Rd to Kongahu Village) is approximately 5.4 km long and is oriented north-south alongside the coastline. There is also geomorphic evidence of earlier shorelines, isolated swamps/lagoons and shoreline-cliffs which extend further north (250 m north of Golf Course Road) but were cut off by historic (c1929) river mouth training protection alongside Flagstaff Road. The total historic footprint of the estuary would have covered about 7 km when including the now cut off section. The extreme northern extent of this footprint also overlaps with the southern extent of the Oparara River mouth and estuary.

Historically, the Otumahana Estuary system has had either one or two openings to the sea which are expected to naturally traverse north and south along the coastline. Migration of estuary openings is generally in response to environmental changes to sediment fluxes (riverine and coastal), freshwater inflows, tidal exchanges, and offshore wave conditions (direction and height) - along with human intervention to any of these processes. The openings of the Karamea River and Otumahana Estuary provide typical examples of these processes, and the openings have occupied about a 4.5 km span of shoreline since records began. Figure 2 illustrates all known opening locations from available photographic and survey records. Figure 4 plots the opening locations as distance south from Flagstaff Road (which is the present northern limit of the estuary protected by a rock wall).

The following timeline of the openings and their locations provides context for the present issues and the wider historic changes to the river and estuary openings:

- The earliest available historic records are the 1912 and 1918 land surveys which show two openings to the sea: the river discharging north alongside Flagstaff Road (Carr, 2004), and a wide southern opening north of Kongahu.
- Major changes to the river opening followed the 1929 Murchison M7.8 earthquake. A landslide is reported to have dammed the upper Karamea River for a short period, and when the dam burst it sent a minor flood downriver (Carr, 2004). However, this and the other multiple landslides continued to supply sediment to the river which progressively silted up the river mouth to an unnavigable state (Furkert, 1932). Manual dredging of the river mouth was attempted to facilitate coastal shipping in the 1930s (Figure 3).
- Engineered river training walls and stop banks were subsequently constructed in the 1930s to protect the town and guide the river out to the north alongside Flagstaff Road. A gap was initially left in the wall at Maori Point to allow flood discharge into the Otumahana Estuary, but this has subsequently been infilled (Ministry of Works plan, 1937).
- From the 1940s to 1980 both estuary openings continued to migrate both north and south over much of the coastline. The Karamea River opening maintained a northerly position, with the Otumahana Estuary maintaining a position about 1-3 km south (Figure 4). Aerial photographs suggest that the two openings typically behaved predominantly as separate systems with a small degree of hydrodynamic coupling and water exchange between. By 1980 the openings had drawn close together to be separated by only 1 km.
- From 1980 to 2006 the estuary openings migrated south by about 1 km, maintaining a uniform 1 km separation.



AS ALLIANCE UPON MANY DOZENS MEN, WITH 10 HORSES VOLUNTARILY ENGAGED AT KARAMEA SELSON, IN THE CUTTING OF A CHANNEL TO STRAIGHTEN AND DEEPEN THE RIVER AND IMPROVE THE HARBOUR. J. M. Hawes, Photo

Figure 3: Attempts to straighten and deepen the Karamea River mouth c1930. [Photographer: J.M. Hawes, Source: Te Ara Encyclopaedia]

- During 2006 to 2008 the southern (estuary) opening migrated north and narrowed, while the northern (river) opening migrated south and widened. This indicates a further behaviour shift towards re-coupling of the river-estuary systems and preferential river and tidal discharge from the northern opening. The separation between openings was only 500 m in June 2008 (Figure 4).
- Between June 2008 and December 2010 the two estuary openings merged into a single opening for the first recorded time. The single opening was wider than historic openings (approximately 700 m wide) and was located at the site of the usual northern opening, with a direct (shortest path) outlet for the Karamea River (Figure 4).
- From December 2010 to 2014 the single opening migrated 1.2 km south towards Kongahu. Two large (approx. 20 year ARI) flood events occurred during this period (December 2011 and October 2013, both exceeding 3100 m³/s discharge). It is unknown whether a second opening formed temporarily to discharge excess floodwaters.
- There was a brief period (several months) with two openings from November 2014. This was facilitated by mechanical excavation of a channel across the spit at the location of the previous northern opening (in line with township, 1.77 km from Flagstaff Rd – see Figure 4) and was followed by a 6.8 year ARI flood (2690 m³/s). The new northerly opening was naturally infilled and closed in early 2015, probably because of a lack of summer flood flows to sustain the opening against wave-driven sand deposition.
- Sometime between March 2015 and March 2016 the single opening rapidly migrated south a further 1.5 km to its present location. A second mechanical cut was attempted over 12-13 May 2016. However, this was unsuccessful even when the river flow reached 2300 m³/s (approx. 5 year ARI flood) the next week. Since this time there has only been a single opening, with the largest flood of 1700 m³/s (less than the mean annual flood) unable to breach the sand spit – even in its mechanically weakened state.
- The present location of the opening, at 4.5 km from Flagstaff Road, is the southernmost position that has been observed. A further 1.5 km of southerly migration will begin to encroach on Kongahu village.

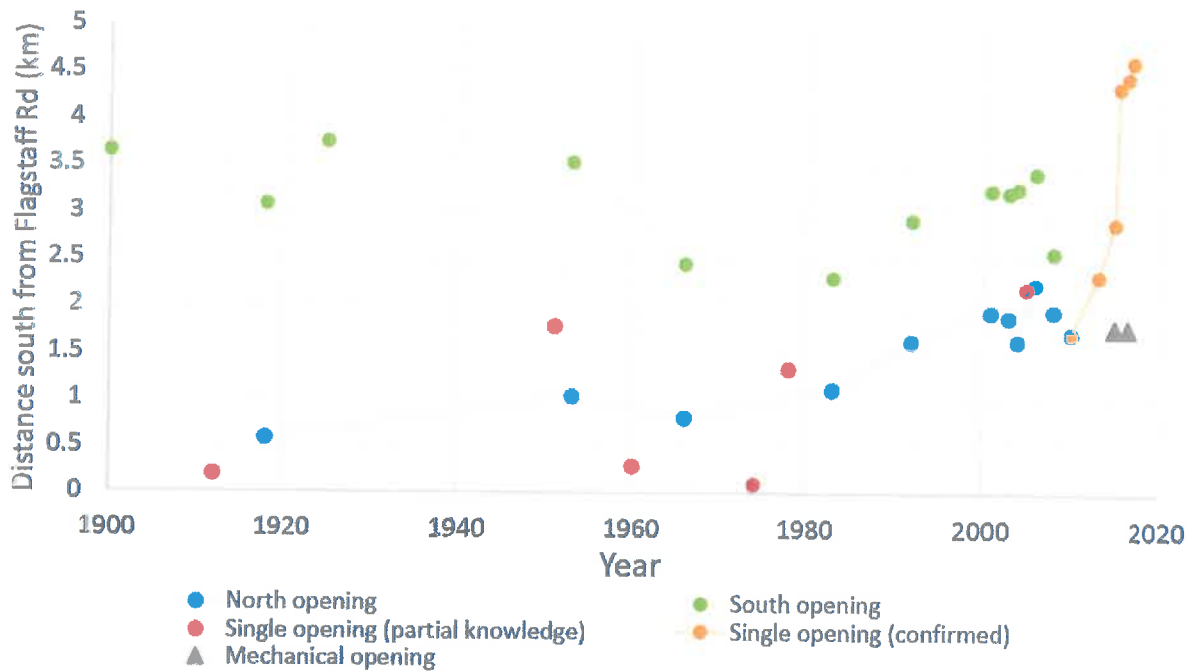


Figure 4: History of estuary opening locations as distance south from Flagstaff Road.

The present configuration of the river-estuary system has the Karamea River, guided by a rock training wall near Maori Point, spilling over a small estuarine delta into the Otumahana Estuary and being swept south behind the sand-spit (Figure 5). As the river flows over the delta it does not have a clear incised channel, indicating loss of current speed, allowing development of the delta through sedimentation processes. At the base of the delta the river collects into the southerly flowing estuary channel (Bakers Creek and the Overflow) behind the sand spit and follows a circuitous route for 3 km to the outlet near Kongahu.

The notch excavated during the May 2016 attempted mechanical opening remains (Figure 5), but shows evidence of infilling from both wave overwash and river sands. At its narrowest the spit separating the river and estuary is only 100 m wide with no vegetation.



Figure 5: Aerial oblique (view to east, upriver) of Karamea River discharging into Otumahana Estuary over an estuarine delta, merging with the swamp overflow and Baker Creek (from left), before flowing south behind the sand spit (foreground). [Source: M Allis, 22-11-2016]

The largest river discharge in the present configuration was $2300 \text{ m}^3/\text{s}$, with three separate smaller events with flows $>1500 \text{ m}^3/\text{s}$. These have been unable to breach the sand spit at this location – even with mechanical assistance weakening the barrier (Figure 5).

Interpretation of physical processes

The slow alongshore migration of river and estuary openings is a natural response to the delicate balance of wave climate, sediment supply, tidal and river flows. The merging of two openings is also a natural process and depends on coupling and exchange between the tidal, estuary and river inflows. At Karamea from 2008 to 2010, the estuary (southern) opening migrated north slowly and was eventually absorbed by the river entrance which migrated south. The merging was enabled by increased coupling between the estuary and the ocean via the river opening, until this was the preferred opening. The southern entrance quickly silted up without sufficient maintenance flows to scour a channel. In the 1930s, Karamea engineers considered that forcibly decoupling the Karamea River and Otumahana Estuary with a training wall was a good idea to concentrate the river discharge and enhance natural scouring of the opening (Furkert, 1930s). However,

this also caused additional flood hazards upstream as the rock training walls prevented flood flows from discharging and dispersing into the Otumahana Estuary.

The rapid southerly migration of the single opening (2014-2016) may be explained by a period of large northerly waves building a longshore bar parallel to the shoreline and across the river mouth during low river flows. When the opening discharges into the longshore trough (between bar and shoreline) it is directed alongshore and becomes trapped by subsequent onshore-migration of the bar. The time-history plots of Figure 4 suggest that the present location is an outlier (compared to all previous opening locations) and an unsustainable long-term opening location – especially with the circuitous route for the river.

The process of forming two openings is also a natural process of spit-breach during large flood flows. At Karamea, the river is expected to eventually breach the spit on its direct path to the sea. When this happens we expect that the southern opening should still remain at least in the immediate term by virtue of the large tidal area of the estuary. However until this time the river discharge will continue its circuitous route to the south, with associated higher flood hazard to Karamea Township. Evidence from recent flows and intervention attempts indicates that river flood discharges in the range 2300-2700 m³/s are required to breach the spit providing some assistance is given by cutting a low point (or “fuse”) in the spit. It is unclear what flood conditions are required to breach the spit without the aid of mechanical excavation, but these are expected to be larger again. A series of small floods following the breach are ideally required to scour and maintain a channel through the new opening. The southern opening would be expected to slowly reduce in size and maintain its present location if the northern opening remains a permanent opening.

Intervention options

Based on the above, we consider that the best way forward to relieve the enhanced flooding and erosion risks associated with the single, south-located outlet is to assist the Karamea River to breach the spit directly opposite the town.

Major engineering works have been employed in Karamea and the Otumahana Estuary since the 1920s, and there is a range of engineered interventions to assist the natural spit-breach process. These options are sketched in Figure 6 and include:

- Constructing river mouth training walls (as at Westport and Greymouth) to disconnect the river from the estuary and discharge straight to sea. This exercise would be very costly, with large scale changes to the estuary and beach, and would require a substantial dredging programme to maintain the entrance during non-flood conditions.
- Extend the existing left-bank stopbank/training wall which currently guides the river to its present location. However, this stopbank/wall previously extended approximately 50m from its current end point and was subsequently shortened by both the river (scour, collapse) and engineers because of the constriction and backing-up of flood flows. Re-extending the training wall would cause the same problem.
- Construct a series of short stub-groynes at 45 degrees to the river flow direction to enhance river channelization across the present estuarine delta during low flows, and therefore direct the force of the river discharge directly into, and hopefully through, the sand spit. This would require smaller rock quantities than a large scale training walls, but would act to slow floodwaters and potentially increase flooding hazard through the backing-up of water prior to the sea outlet.
- Construct permeable and temporary (25 year lifespan) wooden training walls to partially direct the flow through the estuarine delta in a more direct path to the sea, in essence extending the present training wall arc. This would be relatively costly, with similar drawbacks to other engineering measures, but could be removed more easily if unintended consequences eventuate.

- Dredging a new channel through the estuarine delta and spit. This would only be a temporary measure as the river base flows are unable to maintain a northern opening.

There are other variations and combinations of temporary and permanent engineering approaches to managing the present situation. However, all of these major works have substantial costs, environmental drawbacks, and potentially unforeseen (and irreversible) consequences.



Figure 6: Major engineering options at Karamea. [Background image: Google Earth, 2013]

At Karamea, minor engineering works are more appropriate to manage both ordinary and flood flows. These are better suited to work with the natural processes, with the understanding that they may only be temporarily successful, and may need repeating several times but are less costly.

We recommend to mechanically excavate a breach channel for the floodwater to overwhelm and widen the opening. We recommend to prepare in readiness and maintain 2 or 3 channels through the sand spit at similar locations as the historic river mouth openings, oriented as shown in Figure 7. The prepared breach channels should be maintained after each minor unsuccessful flood event to ensure viability after flood/wave/wind sand deposits infilling. The key concept is to await a major river flood to push the river through the pre-weakened spit breaches. It is expected that a flood discharge greater than 2300 m³/s (approximately a 5 year ARI flood event) will be required to breach the pre-weakened openings. The preparation of multiple channels is a reflection of the uncertainty of how/where the river will scour a channel through the estuarine delta during flood flows, and therefore ensures that the spit is pre-weakened in several locations to increase the chances of a major breach and a more permanent opening eventuating.

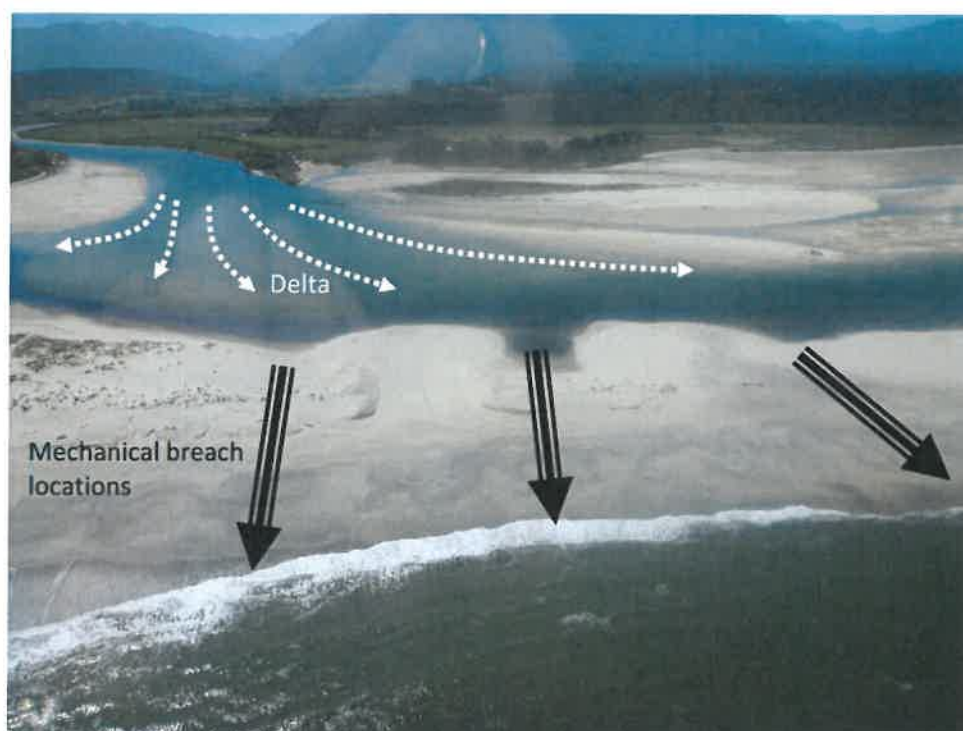


Figure 7: Mechanical channel breach locations for Karamea River.

This new opening is expected to close up again unless a sequence of flood flows maintain and deepen the new channel opening. Shortly after the closure next occurs, the spit should again be excavated in several locations in preparation for the next flood to breach the spit. If this occurs repeatedly, a detailed investigation may be required to refine configuration and position of the excavated channel and to predict the longevity of the opening.

Conclusions and recommendation

The flood risk to Karamea Township has increased because of the location of the present estuary/river opening to the sea, with the river flowing behind a narrow sand spit to discharge 3 km south of the town. The extreme southern location of the present opening is unprecedented in recorded history, and is considered an unsustainable long-term location from the viewpoint of those at risk from its effects. Natural processes are expected to eventually breach the sand spit during large floods, creating a direct route for the floodwater to escape near the town. However flood flows up to 2300 m³/s have been unable to create this breach, even with a mechanical preparation of a new opening location.

The recommended management of this heightened risk is to continue as present by anticipating a large flood flow and mechanically excavate a channel through the spit for the floodwater to overwhelm and widen. Maintaining 2 or 3 narrow channels through the spit in readiness for such an event would increase the chances of a successful permanent opening (Figure 7). It is expected that a flood discharge greater than 2300 m³/s (approximately a 5 year ARI flood event) will be required to breach the pre-weakened openings. This new opening is expected to close up again unless a sequence of flood flows maintain and deepen the new channel opening.

If this mechanically-assisted opening followed by natural closure of this opening occurs repeatedly, a detailed investigation may be required to refine configuration and position of the excavated channel and to predict the longevity of the opening.

If WCRC and the Karamea community consider that waiting for a flood large enough to breach the weakened spit is an unacceptable uncertainty and risk, more detailed investigations of major and minor engineering options may be performed using numerical modelling – extending the NIWA 2010 models (Smart and Bind, 2010). This would be a costly modelling exercise, but would allow for more detailed guidance on intervention works including identifying unwanted side-effects.

Yours sincerely



Dr Michael Allis
Coastal Engineer

Reviewed by:



Dr Murray Hicks
River and Coastal Geomorphologist

Approved by:



Dr Scott Stephens
Project Director

References

Carr, K.M. (2004) Liquefaction case histories from the West Coast of the South Island, New Zealand. *M. Eng Thesis and Research Report 2004-4*. University of Canterbury. ISSN 0110-3326: 171.

Furkert, F.W. (1930s) Report on Karamea Harbour. Prepared for Buller County Council.

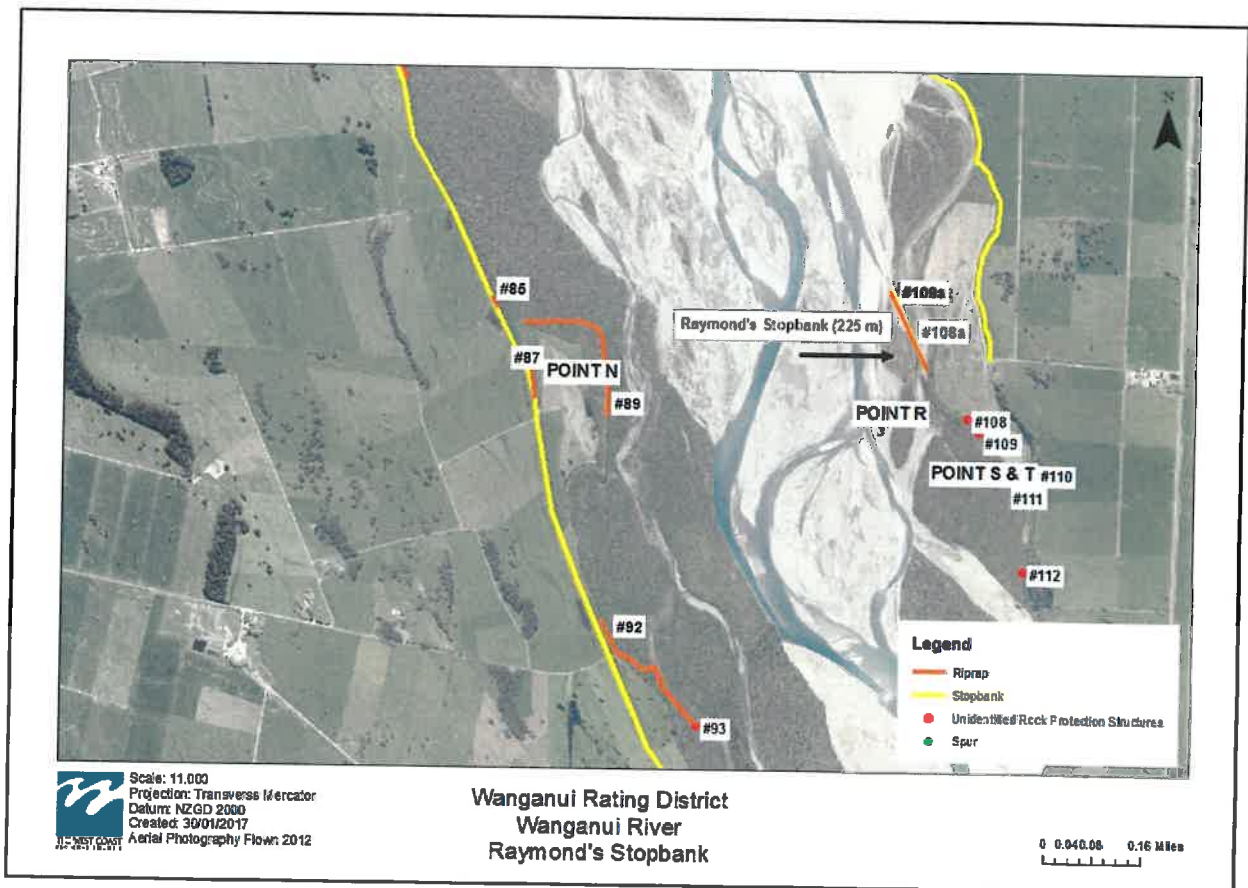
Smart, G., Bind, J. (2010) Karamea Floodplain Investigation. *NIWA Client Report CHC2010-107*, prepared for West Coast Regional Council.

Prepared for: Council Meeting – 7 February 2017
 Prepared by: Randal Beal – Operations Manager
 Date: 29 January 2017
 Subject: **Raymond's Stopbank Inclusion into Wanganui Rating District**

Background

An action point from the Wanganui Rating District 2016 annual meeting was to prepare a report to Council recommending that "Raymond's Stopbank" be incorporated into the rating district. The stopbank and rockwork known as "Raymond's Stopbank" was completed in early 2008. The stopbank and rockwork was inspected by Council's River Engineer on 15 and 17 May 2015. The first 225m of the stopbank and rockwork has been constructed and maintained to an acceptable standard.

The Wanganui Rating District like most other rating districts funds maintenance of assets in their asset management plan. Any capital works is funded by individuals or groups of landowners, if undertaken to a suitable standard Council can consider incorporating into the rating district asset management plan.



Implications

The stopbank has been inspected and has been designed to an acceptable standard. Generally physical works require significant maintenance in the first 3 years following construction.

The stopbank in comparison to the rest of the assets in the rating district is not significant and should not create significant cost variations for the rating district.

RECOMMENDATION

That the 225 metres known as "Raymond's Stopbank" is incorporated into the Wanganui Rating District and Asset Management Plan.

Randal Beal
Operations Manager

Prepared for: Council Meeting 7 February 2017
 Prepared by: Robert Mallinson – Corporate Services Manager
 Date: 27 January 2017
 Subject: Corporate Services Manager's Report

1. Financial Report

FOR THE SIX MONTHS ENDED 31 DECEMBER 2016				
	ACTUAL	YEAR TO DATE BUDGET	ACTUAL % ANNUAL BUDGET	ANNUAL BUDGET
REVENUES				
General Rates and Penalties	1,170,430	1,166,000	50%	2,332,000
Investment Income	648,536	445,484	73%	890,968
Resource Management	832,206	717,013	73%	1,145,626
Regional Land Transport	45,521	45,307	50%	90,613
Emergency Management	139,234	133,000	52%	266,000
Economic Development	75,000	75,000	50%	150,000
River, Drainage, Coastal Protection	1,422,082	695,729	102%	1,391,457
Warm West Coast	50,489	54,500	0%	109,000
VCS Business Unit	4,683,960	1,553,114	151%	3,106,227
Commercial Property Revaluation		0	0%	34,659
	9,067,458	4,885,146		9,516,550
EXPENDITURE				
Governance	275,022	240,679	57%	481,357
Economic Development	158,135	150,000	53%	300,000
Resource Management	1,841,930	1,477,843	63%	2,934,858
Regional land Transport	86,832	83,889	52%	167,777
Hydrology & Floodw arning Services	317,894	301,536	53%	603,072
Emergency Management	173,235	161,058	54%	322,116
River, Drainage, Coastal Protection	1,038,932	772,692	67%	1,545,383
VCS Business Unit	3,943,721	1,274,614	155%	2,549,227
Other	28,838	37,698	38%	75,396
Warm West Coast	13,049	54,500	12%	109,000
	7,877,588	4,554,507		9,088,186
OPERATING SURPLUS / (DEFICIT)	1,189,870	330,639		428,364

BREAKDOWN OF SURPLUS (-DEFICIT)	Variance Actual V Budgeted YTD	ACTUAL	BUDGET Year to date	ANNUAL BUDGET
Rating Districts	554,961	711,982	157,021	314,042
Economic Development	-8,135	-83,135	-75,000	-150,000
Quarries	-75,777	-83,116	-7,339	-14,678
Investment Income	203,052	648,536	445,484	890,968
VCS Business Unit	461,739	740,239	278,500	557,000
General Rates Funded Activities	-322,909	-753,238	-430,330	-1,128,231
Warm West Coast	37,440	37,440	0	0
Revaluation Investment Property	0	0	0	34,659
Other	8,860	-28,838	-37,698	-75,396
TOTAL	859,230	1,189,870	330,639	428,364

Net Contributors to General Rates Funded Surplus (-Deficit)	Actual	Budet ytd	Annual Plan
Net Variance Actual V YTD			
Rates	4,430	1,170,430	2,332,000
Representation	-34,344	-275,022	-481,357
Resource Management	-248,894	-1,009,724	-1,789,232
Transport Activities	-2,729	-41,311	-77,164
River, Drainage, Coastal Protection	-19,071	-245,716	-453,290
Hydrology & Floodw arning	-16,358	-317,894	-603,072
Emergency Management	-5,943	-34,001	-56,116
	-322,909	-753,238	-1,128,231

STATEMENT OF FINANCIAL POSITION @ 31 DECEMBER 2016

	@ 31/12/16
<u>CURRENT ASSETS</u>	
Cash	23,280
Deposit - Westpac	53,423
Accounts Receivable - General	1,170,296
Accounts Receivable - Rates	-346,382
Prepayments	168,176
Sundry Receivables	370,351
GST Refund due	0
Stock - VCS	22,643
Stock - Rock	598,992
Stock - Office Supplies	23,640
Accrued Rates Revenue	0
	<u>2,084,419</u>
<u>NON CURRENT ASSETS</u>	
Investments	10,694,724
Strategic Investments	1,364,746
Term Deposit - FRCC bond	50,000
MBIE & DOC Bonds	11,142
Investments-Catastrophe Fund	982,481
Warm West Coast Loans	570,856
Commercial Property Investment	1,420,000
Fixed Assets	4,493,006
Infrastructural Assets	57,856,890
	<u>77,443,844</u>
TOTAL ASSETS	<u>79,528,262</u>
<u>CURRENT LIABILITIES</u>	
Bank Short Term Loan	500,000
Accounts Payable	510,573
GST	141,975
Deposits and Bonds	939,544
Sundry Payables	47,480
Accrued Annual Leave, Payroll	359,489
	<u>2,499,061</u>
<u>NON CURRENT LIABILITIES</u>	
Future Quarry restoration	70,000
Interest Rate Hedge Position	150,801
Lower Waiho	194,460
Greymouth Floodwall	1,679,126
Hokitika Seawall	1,275,000
Strategic Investments	1,161,261
Warm West Coast	515,000
Working capital loan	690,135
Office Equipment Leases	2,669
	<u>5,738,452</u>
TOTAL LIABILITIES	<u>8,237,513</u>
<u>EQUITY</u>	
Ratepayers Equity	18,566,453
Surplus transferred	1,189,870
Rating Districts Equity	2,439,662
Revaluation	38,361,028
Quarry Account	-252,818
Catastrophe Fund	978,554
Investment Growth Reserve	10,010,000
TOTAL EQUITY	<u>71,290,749</u>
LIABILITIES & EQUITY	<u>79,528,262</u>

2. Comment

Council achieved a surplus of \$1.189 million for the six months to 31 December 2016.

Investment in Associate PCR LP has performed very well for the 6 months but the Westpac portfolio less so, with returns in total of only \$194,000 for the period.

Investment income includes:

- Income from Associate.
- Commercial property income.
- Movement in interest rate swap positions.

I asked Council advisors Bancorp to review the performance of the Westpac portfolio over the last 18 months in particular. I have deferred any further meeting with our Westpac Fund Manager until the results of this review are to hand. (The Bancorp review was delayed until the very volatile December 2016 quarter results were to hand).

Short term bank borrowing of \$500,000 @ 31 December was fully repaid during January from cash-flow.

3. Westpac Portfolio Performance

November/December 2016	Catastrophe Fund	Major Portfolio	TOTAL
Opening balance 1 November 2016	\$ 982,991	\$ 11,002,805	\$ 11,985,796
Income November / December 2016	\$ 510	\$ 41,919	\$ 41,409
Deposit			
Withdrawal		\$ -	\$ -
Closing balance 31 December 2016	\$ 982,481	\$ 11,044,724	\$ 12,027,205
Total income year to date to 31 December 2016	\$ 5,928	\$ 188,416	\$ 194,344

RECOMMENDATION

That the report be received.

Robert Mallinson
Corporate Services Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting – 7 February 2017
Prepared by: Michael Meehan
Date: 20 January 2017
Subject: Six Month Review - 1 July 2016 – 31 December 2016

Attached is the Six Month Review showing progress for the first half of the financial year.

This report shows achievements as measured against the levels of service and performance targets in the Annual Plan 2016 – 2017.

RECOMMENDATION

That this report be received.

Michael Meehan
Chief Executive

Governance Levels of Service and Performance Targets

Levels of Service	Measure	Performance Target	Progress Achievement																								
Maintain a Council of elected representatives in accordance with statutory requirements and in a manner that promotes effective decision-making, transparency, and accountability to the West Coast regional community	Number of public meetings held and individual Councillor attendance	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 all Councillors.	<table border="1"> <thead> <tr> <th>Councillor</th> <th>attendance</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Robb</td> <td>9 out of 9</td> <td>100%</td> </tr> <tr> <td>Clementson</td> <td>8 out of 9</td> <td>89%</td> </tr> <tr> <td>Birchfield</td> <td>9 out of 9</td> <td>100%</td> </tr> <tr> <td>Ewen</td> <td>9 out of 9</td> <td>100%</td> </tr> <tr> <td>Challenger</td> <td>8 out of 9</td> <td>89%</td> </tr> <tr> <td>McDonnell</td> <td>8 out of 9</td> <td>89%</td> </tr> <tr> <td>Archer</td> <td>9 out of 9</td> <td>100%</td> </tr> </tbody> </table>	Councillor	attendance	%	Robb	9 out of 9	100%	Clementson	8 out of 9	89%	Birchfield	9 out of 9	100%	Ewen	9 out of 9	100%	Challenger	8 out of 9	89%	McDonnell	8 out of 9	89%	Archer	9 out of 9	100%
Councillor	attendance	%																									
Robb	9 out of 9	100%																									
Clementson	8 out of 9	89%																									
Birchfield	9 out of 9	100%																									
Ewen	9 out of 9	100%																									
Challenger	8 out of 9	89%																									
McDonnell	8 out of 9	89%																									
Archer	9 out of 9	100%																									
	Compliance with statutory timeframes	Prepare and notify the Council's Annual Plan Statement of Proposal by 31 May each year, and the Annual Report by 31 October, in accordance with the procedures outlined in the Local Government Act 2002.	The audited Annual Report for the year to 30 June 2016 was adopted by Council at the Council meeting on 27 October 2016. The Annual Plan 2017/18 process was initiated in December 2016.																								
	Timing and number of newsletters, and internet based information related to public consultation processes.	Publish an informative Council newsletter twice a year to be circulated to all ratepayers, with their rate demand, in March and September and ensure required information is posted on the Council website when Council invites submissions on a new or revised policy document.	The rates instalments which were sent out in September 2016 contained the usual newsletters. Council website continues to be updated whenever submissions are invited on a new or revised policy document.																								
Continue to support the contribution our two West Coast Runanga make to Council's decision-making processes; and continue to seek contributions from other Maori	Attendance of Iwi appointees at Resource Management Committee meetings	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.	Council has continued to invite both Makaawhio and Ngati Waewae representatives to attend all Resource Management Committee meetings.																								

Resource Management Levels of Service and Performance Targets

Levels of Service	Measure	Performance Target	Progress Achievement			
			% sites improving	% sites declining	% sites no change	% sites no change
To maintain or enhance water quality in the West Coast's rivers	State of the Environment Monitoring: Ammoniacal nitrogen, periphyton, clarity, turbidity and faecal coliforms are measured quarterly at 38 river sites. These parameters characterise the water quality of West Coast rivers and have been measured since 1996.	Improvement of these parameters, when compared with a baseline of 1996 data on water quality.	54	3	43	
	Compliance Monitoring for Discharges: The number of compliant or non-compliant point source discharges to water, or discharges likely to enter water; and council's response to any non-compliance.	All significant consented discharges ¹ are monitored at least annually, and all dairy sheds at least every second year depending on individual compliance record. All non-compliances publicly reported to the Resource Management Committee and responded to using Council's Enforcement Policy.	16	8	76	
To maintain or enhance the water quality in Lake Brunner	The trophic state of Lake Brunner is measured by the Trophic Level Index (TLI) which combines clarity, nutrient and algal measures. The rolling 5-year mean is compared with a 2002-2006 baseline mean.	The annual (rolling 5-year mean) TLI of Lake Brunner is less than the 2002-2006 TLI baseline mean of 2.79.				Achieved. The TLI for Oct 2015 – Oct 2016 (latest results) is 2.74.
Complete current regional plans to operative stage, and review them to maintain their community acceptability.	Statutory requirements for review	Compliance with statutory requirements for the review of Council's plans and strategies.				In progress. Formal consultation on the Regional Policy Statement, Coastal Plan and Plan Change 1 to the Land and Water Plan has now concluded and staff are preparing recommending reports.
Advocate for the West Coast interests when external environmental policymaking may affect the West Coast.	Number of submissions made and number of successful advocacy outcomes.	Submit on all central or local government discussion documents, draft strategies, policies or Bills that may impact on West Coast interests, within required timeframes.				Achieved. A submission was made on the Productivity Commission report on Better Urban Planning in October. No other relevant documents published for consultation in reporting period.

¹ Significant Consented Discharge Includes: any consented discharge from a municipal sewage scheme or landfill, any consented discharge from a working mine site, any consented discharge of dairy effluent to water, and any large scale industrial discharge (WMP, Kokiri).

*\$ Periphyton is assessed using a different analytical technique due to the nature of periphyton data. Therefore there is not a 'no change' category. Periphyton results for this round are the same as December because periphyton is sampled twice annually, thus there is no new data from December reporting.

Levels of Service	Measure	Performance Target	Progress Achievement
To maintain or enhance the life supporting capacity and amenity value of the West Coast's rivers	Stream ecosystem health: Instream macroinvertebrate community health (SQMCI) scores are measured at 29 river sites. The values for each site are calculated using five year rolling means and comparing them to baseline means calculated from data from 2005-2009.	Macroinvertebrate health index ² (SQMCI) mean is higher, or no more than 20% lower, than the baseline mean.	Not achieved. Three sites in 2016 had a 5 yearly rolling mean that was more than 20% lower than the baseline mean. These sites were Baker Ck @ Oparara Rd, Sawyers Ck @ Dixon Park and Page Stm @ Chasm Ck Walkway. Macroinvertebrate data is collected twice a year in spring and autumn.
	Bathing beach sampling: 16 swimming sites are sampled, ten times per summer season (fortnightly) for E coli (moderate-high risk > 550) or Enterococci (moderate-high risk > 280).	Scheduled swimming sites do not exceed the moderate-high risk threshold on more than 10% of sampling occasions.	Not achieved. Buller River @ Marrs Beach and Arahura River @ SH6 have exceeded the moderate-high threshold on 50% and 20% of sampling occasions respectively so far this Summer. 2017 contact recreation sampling continues through to March therefore these numbers are provided as an update and final statistics will be calculated at the end of the season.
To protect human health from adverse impacts of poor groundwater quality.	28 Wells are monitored at least twice annually, 24 of which are used for human consumption. The guideline of 11.3mg/L of nitrate is used to protect human health, particularly for babies. The data from the year is averaged before comparing against the 11.3mg guideline.	In wells used for human consumption, nitrate levels remain below the health guideline of 11.3 mg/L.	In 2016, one of 23 wells used for human consumption was outside guidelines. This is the same as the December report as no additional data has been collected.
To protect human health from any adverse impacts of poor air quality in Reefton.	Reefton's air is monitored in accordance with the National Environmental Standard (NES) for air quality by measuring PM ₁₀ (airborne particles smaller than ten micrometers, which affect human respiration). The threshold is a 24hr mean PM ₁₀ of 50 micrograms/m ³ .	NES Requirement: 24hr PM ₁₀ values do not exceed the NES threshold more than three times in one year, between 2016 & 2020; whereas after 2020 only 1 exceedance per year is allowed.	There were four exceedances of the NES standard in 2016.

² This macroinvertebrate index uses comparative samples of aquatic invertebrates to evaluate water quality, based on the type and tolerances of invertebrates (bugs) found at that site and how those communities of invertebrates may change over time. Some bug species are pollution tolerant while others are pollution sensitive, so the mix of species tells us a lot about the water quality at the site.

Levels of Service	Measure	Performance Target	Progress Achievement
<p>To maintain or enhance the life supporting capacity and amenity value of the West Coast's rivers</p>	<p>Stream ecosystem health: Instream macroinvertebrate community health (SQMCI) scores are measured at 29 river sites. The values for each site are calculated using five year rolling means and comparing them to baseline means calculated from data from 2005-2009.</p>	<p>Macroinvertebrate health index² (SQMCI) mean is higher, or no more than 20% lower, than the baseline mean.</p>	<p>Not achieved.</p> <p>Three sites in 2016 had a 5 yearly rolling mean that was more than 20% lower than the baseline mean. These sites were Baker Ck @ Oparara Rd, Sawyers Ck @ Dixon Park and Page Stm @ Chasm Ck Walkway.</p> <p>Macroinvertebrate data is collected twice a year in spring and autumn.</p>
	<p>Bathing beach sampling: 16 swimming sites are sampled, ten times per summer season (fortnightly) for E coli (moderate-high risk > 550) or Enterococci (moderate-high risk > 280).</p>	<p>Scheduled swimming sites do not exceed the moderate-high risk threshold on more than 10% of sampling occasions.</p>	<p>Not achieved.</p> <p>Buller River @ Marrs Beach and Arahura River @ SH6 have exceeded the moderate-high threshold on 50% and 20% of sampling occasions respectively so far this Summer. 2017 contact recreation sampling continues through to March therefore these numbers are provided as an update and final statistics will be calculated at the end of the season.</p>
<p>To protect human health from adverse impacts of poor groundwater quality.</p>	<p>28 Wells are monitored at least twice annually, 24 of which are used for human consumption.</p> <p>The guideline of 11.3mg/L of nitrate is used to protect human health, particularly for babies. The data from the year is averaged before comparing against the 11.3mg guideline.</p>	<p>In wells used for human consumption, nitrate levels remain below the health guideline of 11.3 mg/L.</p>	<p>In 2016, one of 23 wells used for human consumption was outside guidelines. This is the same as the December report as no additional data has been collected.</p>
<p>To protect human health from any adverse impacts of poor air quality in Reefton.</p>	<p>Reefton's air is monitored in accordance with the National Environmental Standard (NES) for air quality by measuring PM₁₀ (airborne particles smaller than ten micrometers, which affect human respiration).</p> <p>The threshold is a 24hr mean PM₁₀ of 50 micrograms/m³.</p>	<p>NES Requirement: 24hr PM₁₀ values do not exceed the NES threshold more than three times in one year, between 2016 & 2020; whereas after 2020 only 1 exceedance per year is allowed.</p>	<p>There were four exceedances of the NES standard in 2016.</p>
<p>Respond to all genuine incident complaints received by the Council and take enforcement action where needed.</p>	<p>Number of complaints received and number of enforcement actions resulting from these.</p>	<p>Operate a 24-hour complaints service, assess and respond to all genuine complaints within 24 hours where necessary.</p>	<p>24 hours complaint service has operated throughout the reporting period and all complaints received and enforcement actions resulting from them reported to Resource Management Committee.</p>

Levels of Service	Measure	Performance Target	Progress Achievement
Compliance with the consent processing timeframes in the RMA and mining legislation.	Compliance with discounting regulations and mining timeframes	Process all resource consent applications without incurring any cost to Council due to the RMA discounting regulations; and process at least 95% of mining work programmes ³ within 20 working days of receipt.	All consent applications have been processed within statutory timeframes, Council has not incurred any cost due to the RMA discounting regulations. Mining work programmes continue to be approved within 20 days with further changes to improve efficiency and delivery being expected in the coming months.
Respond to marine oil spills in coastal waters in accordance with the Tier 2 Oil Spill Response Plan and maintain readiness for spill response.	Timing of responses & number of trained staff	Respond within 4 hours to all spills, using Council or MNZ spill equipment to contain spills; plus ensure at least 25 staff are trained responders.	No major spills occurred during the reporting period. MNZ are currently reviewing responder numbers with a view to reducing the amount required to be trained.

Regional Transport Planning Levels of Service and Performance Targets

Levels of Service	Measure	Performance Target	Progress Achievement
Maintain a Regional Land Transport Plan in compliance with relevant legislation and acceptable to our West Coast community.	An Operative Regional Land Transport Plan	Compliance with statutory requirements for the preparation, review and implementation of the Regional Transport Plan and Passenger Transport Plan.	Both the RLTP and RPTP are currently operative as of April 2015. A mid-term review of the RLTP has commenced as per 18CA of the Land Transport Management Act 2003.

Hydrology and Flood Warning Services Levels of Service and Performance Targets

Level of Service	Measure	Performance Targets	Progress Achievement
Continue to provide flood warning to assist communities to assess risk of impending floods, for the six rivers (Karamea, Mokihinui, Buller, Grey, Hokitika, and Waiho).	Availability of information about high flow events and the staff response to those.	Provide a continuous flood monitoring service for the six rivers monitored and respond in accordance with the flood-warning manual, ensuring data on river levels is available on the Council website (updated 12 hourly; or 3 hourly during floods).	All flood events during the period were responded to in accordance with the flood warning manual procedures and data was available on the Council website.
	Installation and operation of new recorder sites.	Install a new flood warning and low flow sites as per the approved and funded plans.	On track in the planned installation of recorder sites for this period. The Inangahua River at Reefton rain gauge was installed and is fully operational.

³ This target assumes the work programme is submitted with all necessary information provided.

Civil Defence Emergency Management Levels of Service and Performance Targets

Level of Service	Measure	Performance Targets	Progress Achievement
Maintain a Civil Defence Plan that delivers efficient and effective management of the region's civil defence functions in compliance with the legislation and is acceptable to West Coast community desires.	Civil Defence Plan always operative.	Compliance with statutory requirements for the preparation, review and implementation of the Group CDEM Plan.	New Group Plan made operative 15 November 2016 and endorsed by Joint Committee.
	Number of trained staff	Ensure at least 30 Council staff are trained as Emergency Coordination Centre (ECC) personnel so that we have three shifts of ECC staff trained and exercised in case of a regional emergency.	A large group of trained personnel for the ECC exercised for Exercise Tangaroa last year. An additional to this 10 new staff at WCRC will be trained in ECC operations.

Quarry Levels of Service and Performance Targets

Levels of Service for Quarries	Measure	Performance Targets	Progress Achievement
Ensure efficient and effective management and safe operation of Council's quarries, delivering rock to any customers within ten working days with priority given to Council rating district customers.	Timing of delivering on rock requests.	Deliver on requests for rock within two weeks, and ensure sufficient stockpiled rock is available where practical.	Achieved.
	Number of site inspections to monitor contractor health and safety and performance	Visit each active quarry site at least twice a year, when contractors are working the quarry (where possible), to ensure Health and Safety standards and other permit requirements are being adhered to.	On track to achieve.

Rating District Levels of Service and Performance Targets

Levels of Service	Measure	Performance Targets	Progress Achievement
Meet or exceed the flood protection, drainage or erosion protection levels as described in the levels of service described in the Long Term Plan.	Completion of rating district inspections, works reports and consultation meetings (where material works are proposed).	Complete all asset inspections, works reports, and rating district meetings. Perform all capital and maintenance works as agreed at those meetings.	Achieved.
	Proportion of schemes performing to their agreed service level.	Monitor all rating district infrastructural assets to ensure they perform to the service level consistent with the Asset Management Plan of each Rating District, or whatever level the community has decided is an acceptable risk.	Achieved.
	Meet timeframes for plan review	Review Rating District Asset Management Plans every third year, or earlier where information indicates a significant change from what is stated in the Plan.	Due for completion by October 2017.

Vector Control Service Business Unit Levels of Service and Performance Targets

Levels of Service	Measure	Performance Targets	Progress Achievement
To produce a financial surplus (to offset general rates) by tendering for & delivering on vector control contracts and other contracts.	Achieve or exceed budgeted financial return	Tender for, and win, sufficient contracts to provide or exceed the annual budgeted return to Council.	On target.
To provide marine oil spill and terrestrial hazardous substance spill support, and biosecurity response services for the MNZ, MAF and the Regional Council.	Availability of trained staff	Have staff available as a response unit for marine and terrestrial pollution spill events as per the MOU dated 11 November 2005.	Achieved.
	Availability of trained staff	Have 4 staff plus a vehicle available for biosecurity emergencies, as per the National Biosecurity Capability Network agreement 2011.	Achieved.

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting 7 February 2017
 Prepared by: Robert Mallinson – Corporate Services Manager
 Date: 26 January 2017
 Subject: **Council Risk Register & VCS Risk Framework**

Background

Audit NZ recommended in its most recent Audit Management Report that "Council formally consider the Risk Management Framework that its VCS Business Unit operates under".

It was agreed that I would bring an appropriate recommendation to this meeting.

Council adopted a formal Risk Register in June 2015, a copy of which is attached to this report and it is now due for review. I do not think that any changes are required except for Council to agree to a Risk Management framework for VCS, which should then be included in the Council Risk Register.

I have consulted with my colleague Operations Group Manager Randal Beal and we would like Council to consider the following Risk Management Framework for VCS.

Vector Control Services Business Unit Risk Framework

Risk

Council's Vector Control Services autonomous Business Unit (VCS) operates in a strictly commercial environment principally in the Agricultural Pest Destruction sector; competing for and winning contracts to enable it to operate profitably and provide an adequate financial return to Council.

Like other entities operating in the commercial environment, there is always an element of risk, including (but not limited to) the risk of not winning an adequate volume of work at prices that would enable the Unit to operate profitably.

Total mitigation of business risk is not possible or desirable.

A certain level of risk is necessary to enable the Unit to identify opportunities for profitable activity which might not necessarily be within the traditional Agricultural Pest Destruction sector area of its operations.

Mitigation of Risk

The normal business risk inherent in the standard agricultural pest destruction environment is in part be mitigated by being leaders in the sector, employing capable and experienced staff, plus regular reporting of financial outcomes to the Business Unit Manager and Council Chief Executive. Results are also reported to Councillors on a regular basis as part of the monthly and annual financial reporting cycle.

VCS may occasionally undertake transactions outside of the traditional Agricultural Pest Destruction area. Where this occurs the VCS Unit Manager will appropriately brief the Council Chief Executive. If the Chief Executive determines that such transactions/ventures are unusual and significant when compared to those normally associated with an entity operating within the Agricultural Pest Destruction environment, the Chief Executive will brief Councillors with regard to those activities.

RECOMMENDATIONS

1. *That Council adopt the proposed risk framework for its VCS Business Unit.*
2. *That the VCS Risk framework be included in the overall Council risk register.*
3. *That the WCRC Risk register be reviewed again in June 2018.*

Robert Mallinson
Corporate Services Manager

West Coast Regional Council Risk Register¹

	Risk description	Mitigation actions
1	All health and safety associated risks causing death or severe harm to staff, contractors and public while carrying out operations. Quarries and VCS operations are key.	Robust hazard identification process. Staff training and standard operating procedures. Programmed work site audits. Health & Safety Plan is maintained regularly.
2	Large over-design flood event causing danger to the public and extensive damage to Council's infrastructure and private property, with substantial cost/funding implications.	Flood response plans are regularly reviewed. Robust financial risk management policy (scheme reserves, infrastructure reserve, regional catastrophe fund, borrowing capacity). Programmed reviews of levels of service.
3	Emergency Management is overwhelmed by scale of disaster, inability to mobilise resources via staff (numbers), facilities (adequacy), infrastructure (availability/adequacy).	West Coast Regional Civil Defence Emergency Group Plan together with specific disaster plans are in place and regularly reviewed. Flood Action Plans and Community Response Plans largely in place. MOU's with neighbouring regions for support in a major event. Executive/Council support and input. New CDEM structure allows for the 4 West Coast Councils to support each other.
4	Failure or non-performance of flood or erosion protection assets arising from design deficiency or lack of maintenance. Professional negligence could be a factor	Robust asset management processes including Asset Management Plans and programmed asset monitoring, maintenance. Adequate funding provision for asset maintenance. Professional liability insurance.
5	Failure to provide adequate flood warning or civil defence service.	Effective and reliable telemetry system. Flood monitoring equipment is in place at key sites around the region and is regularly monitored and maintained. Flood procedure manual regularly maintained.
6	Professional advice offered is deemed to be negligent.	Management team ensures that any advice provided is only prepared (or reviewed) by properly qualified staff or consultants. Robust professional staff training provided and professional association memberships required to be maintained. Professional liability insurance provided.
7	Deterioration of the global financial position increasing fiscal pressure on council through nonpayment of rates and fees and charges and lower returns on investments. Reduced revenue could impact on council's ability to deliver current agreed levels of service to the community.	Sound budget processes in practice including use of BERL inflationary indices. Robust aged receivable collection process in place for debtors. Annual reviews of budget and level of service with the community triennially via Long Term Plan processes. From year to year, council can adapt budgets to fit affordability by using Annual Plans. Monthly financial reporting to Council and management team.
8	Breach of bank covenants and associated impact on financial reputation.	Council governance procedures and management controls.
9	Credit Risks with regard to both WCRC borrowing and Investing.	Council Investment and Borrowing Policies are in place to mitigate this.
10	Level of rates non-payment deteriorates.	Effective follow up of overdue rates debtors to collect these amounts, utilising internal processes and external debt recovery agent where appropriate.

¹ Note that Significant Forecasting Assumptions in the Council's Long Term Plan contains risks of a financial nature, to a higher level of detail.

	Risk description	Mitigation actions
11	Commercial risks / Investments	Investment policy adopted by Council. Statement of Investment Policies and Objectives (SIPO) agreed with Fund Manager.
12	Loss of council funds due to fraud	Insurance is in place Council anti-fraud policy in place. Internal accounting controls and External audit.
13	Unbudgeted expenditure on corporate assets required to keep them functional places extreme pressure on Council's finances.	Council adoption of asset management plan for corporate buildings with a 30 year view of the needs of the organisation and associated financial implications.
14	Council building and facilities fail to meet the needs of activities, resulting in an inability to deliver agreed levels of service.	Development and implementation of sound asset management plans derived from an understanding of levels of service. Regular monitoring of levels of service KPIs and open communication with key internal stakeholders.
15	The environment could impact on current and future insurance premiums, increase of costs, insurance premiums increase, reputation of business due to non-performance	Council participated in a process with 24 other Councils to seek best value insurance cover. Continued participation will help to keep insurance costs as low as possible. Council has a designated and funded regional catastrophe fund in lieu of LAPP membership. Council continues to be a member of Riskpool to minimise its Public Liability /Professional Indemnity risks.
16	Potential loss of key skills and knowledge and difficulty to recruit replacements.	Succession Planning. Recruitment Policies/practices are in top 10%. Recruitment consultancy used where needed for key positions. Benchmarked salary levels, market-driven remuneration. Develop Key Role continuity Plan.
17	Harm to staff, contractors, and public or damage to Council property from ground or aerial pest control operations (eg. aerial 1080, herbicide spraying).	Environmental Standard Operating Procedures are kept up to date and regularly monitored by management. Health and Safety practices in this area are kept current and closely monitored.
18	Reputation affected through negative communication in media or by staff	Media and communications policy in place. Communications staff / advisor available if required. Managers properly trained in media management.
19	Council does not meet all its legislative requirements and jeopardises government funding, risks being fined and/or sued, replacement of Councillors with commissioners, loss of public confidence in council and Local Government.	Key staff are expected to have an awareness of key legislation affecting Council. Adequate training organised with regard to legislative changes. Councillors aware of legal requirements to uphold the law. Councillor training is available, and uptake is good.
20	Governance (at an elected level) non-compliance with legislation or failure to complete internal council policies. Policy development outside legislative requirements or good practice. Council failing to monitor the efficiency and effectiveness of policies/rules/methods.	Training of elected members. Keeping up to date with legislative developments via information received from government agencies and professional bodies. Ongoing policy, procedure and guideline preparation and review. Maintain standing orders.
21	Financial governance, planning or management failure caused by poor systems, lack of internal control, or data inaccuracies. Lack of qualified staff, insufficient resourcing. Devolution of responsibility from central government and/or increased community expectations.	Increase level of corporate financial literacy; continually develop financial reporting, capability and systems. Compliance with International Financial Reporting Standards and now the new International Public Sector Accounting Standards. Increase audit & risk management at governance and management level. Submissions to Central and Regional Government.

	Risk description	Mitigation actions
22	Ineffective Planning Processes caused by: (a) Inadequate strategic planning (b) Inadequate information and advice (c) Inadequate systems and resources (d) Inadequate community input (e) Poor external relationships	Continued professional development for Councillors. Continue development of the LTP decision making and prioritisation process. Media and communication management. Continue with efforts to identify correct messaging to key relationships. Plan and invest in appropriate information services, to inform decision making initiatives.
23	Long Term Plan is not delivered to meet legal requirements, political and community expectations	Project structure and management in place. Project milestones identified.
24	Loss of knowledge (IT, documents and staff) caused by: <ul style="list-style-type: none"> • Insufficient systems in place to manage data/information. • Inadequate filing, categorisation, storage of documents (electronic and physical). • Lack of culture and use of systems. • Inadequate organisational knowledge capture. 	Continue to update and improve electronic document management software and practices. Map business processes using Promapp where this will add value. Review Information Management Strategy. Develop a digital strategy. Develop Key Role Continuity Plan.
25	Technology, systems etc. inadequate to support business needs caused by any one or more of the following: <ul style="list-style-type: none"> • Failure to keep up with changes in technology and to utilise where relevant. • New ideas and thinking to respond to a changing environment are too slow. • High stakeholder expectations. • Out of date software/systems, poor training in new/existing systems, delays in software development with regards to timeframe requirements, new software not meeting organisational requirements. • Information technology infrastructure and software does not meet the short/long term needs of the business. • Loss of the provision of continuity of IT Services. • System failure/hacking . 	<ul style="list-style-type: none"> • Update our IT Strategic Plan. • Continue to develop IRIS and Civica Authority financials software as key business and RMA systems. • Update IT Business Disaster Recovery & Business Continuity Plans. • Monitor emerging technologies by attending various IT fora. • Continue to maintain and develop overarching Information Management Systems initiatives to integrate and update information services and practices that inform sound decision making. • Foster opportunities to integrate organisational best practice. • Implement and update virus software, firewalls, IT security systems/passwords etc. • Continue to work corroboratively to update with new software and networks so that we always use best practice modern approaches.
26	Lack of consultation with stakeholders	Employ consultation policies and procedures and good professional advice. Effective communication strategy and appropriate resources to support it.
27	Ineffective relations with local Iwi and failure to meet requirements of legislation involving Iwi e.g. RMA, LGA and Treaty settlements.	Develop MoU's as appropriate. Establish good relations - talking up front will serve us better.

4.2.3

THE WEST COAST REGIONAL COUNCIL

Prepared for:
Prepared by:
Date:
Subject:

Council Meeting – 7 February 2017
Robert Mallinson – Corporate Services Manager
27 January 2017
REVIEW OF REPRESENTATION

Background

Sections 19I of the Local Electoral Act 2001 require Regional Councils to conduct a review of their representation arrangements at least every six years.

The last such review was undertaken in 2011. That means that the Council is required to undertake another review of representation arrangements during 2017.

Relevant legislative provisions are as follows:

Section 19 D	Every governing body of a Regional Council is to consist of not less than 6 members and not more than 14 members.
Section 19 E	A region must be divided into constituencies for electoral purposes.
Section 19 I	Review of representation arrangements for elections of regional councils. A regional council must determine by resolution ; <ul style="list-style-type: none"> • The proposed number of constituencies. • The proposed name and boundaries of each constituency. • The number of members proposed to be elected by the electors of each constituency.
Section 19 K	Every resolution must include a description of each proposed constituency so as to make it readily identifiable to the public.
Section 19 M	Public Notice of Proposals Must <ul style="list-style-type: none"> • Specify the communities of interest considered. • Specify the ratio of population to proposed members for each constituency.
Section 19 N	Council Responds to Submissions
Section 19 O	Appeals may be lodged.
Section 19 P	Objections may be lodged to amendments allowed under 19N
Section 19 Q	We are obliged to forward appeals and objections to the Local Government Commission (The Commission),
Section 19 R	The Commission determines appeals and objections.
Section 19 U	The Commission must ensure that <ul style="list-style-type: none"> • The number and boundaries of constituencies will provide effective representation of communities of interest. • So far as is practicable the constituencies coincide with the boundaries of the territorial authority districts.
Section 19 V	Requirement for fair representation <ul style="list-style-type: none"> • The population of each constituency, divided by the number of members to be elected by that constituency, is within +- 10% than the population of the region divided by the total number of elected members as a whole.
Section 19 Z	This section allows Councils to establish Maori constituencies.

The existing three Regional constituencies match exactly the three territorial authority boundaries. Existing constituency names and numbers of elected members are:

Constituency	Number of Elected Members
Buller	2
Grey	3
Westland	2
Total	7

The "estimated resident populations" for each of the three TA's / constituencies as at 30 June 2016, as per the Statistics New Zealand website are as follows:

Constituency	Population
Buller	10,250
Grey	13,550
Westland	8,760
Total	32,560

Applying the formula mentioned in section 19 V results in the following:

	Population	Members	Ratio Population/Councillor	% of Region average
Buller	10,250	2	5,125	110%
Grey	13,550	3	4,517	97%
Westland	8,760	2	4,380	94%
Total	32,560	7	4,651	

Comment

The Buller / Region ratio as per table is at the upper end of the +/- 10% allowed by the legislation. I do not recommend any changes to the existing 2 / 3 / 2 member constituency arrangement.

RECOMMENDATION

That in accordance with section 19I of the Local Electoral Act 2001:

1. *There will be three constituencies.*
2. *The three constituencies are called Buller, Grey and Westland and that the boundaries of these constituencies will be the existing boundaries of the Buller District Council, Grey District Council and Westland District Council.*
3. *The numbers of members proposed to be elected by the electors of each of the three constituencies be:*
 - *Buller constituency shall elect two members.*
 - *Grey constituency shall elect three members.*
 - *Westland constituency shall elect two members.*

That public notice of this to be given pursuant to the requirements of section 19 M of the Local Electoral Act 2001.

Robert Mallinson
Corporate Services Manager

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting- 7 February 2017
Prepared by: Andrew Robb – Chairman
Date: 30 January 2017
Subject: **CHAIRMAN'S REPORT**

Meetings Attended

- I attended a meeting with NZTA on Wednesday 7 December to discuss roading issues on the West Coast.
- I attended a luncheon with the Governor of Reserve Bank on 8 December, this was held at Shantytown.
- I took part in the Governance Group meeting on 13 December.
- I met with Rob Dewhirst to discuss the MCDEM Resilience Fund Project on 13 December.
- I attended the sod turning for the new Taramakau Bridge on 15 December.
- I attended the Regional Transport Committee Meeting on 12 January.
- I took part in a teleconference with Local Government NZ to discuss the water symposium - draft programme on 20 January.
- I attended the Governance Group meeting on 24 January.
- I met with Westpac CEO (David Mclean) on 24 January.
- Cr Clementson and I attended the Regional Sector Chairman training course in Wellington on 25 January.

RECOMMENDATION

That this report be received.

Andrew Robb
Chairman

THE WEST COAST REGIONAL COUNCIL

Prepared for: 7 February 2017 - Council Meeting
Prepared by: Nichola Costley – Manager Strategy and Communications
Date: 30 January 2017
Subject: **Adoption of the 2016 – 19 West Coast Triennial Agreement**

Purpose

To present the 2016 – 19 West Coast Triennial Agreement for adoption.

Background

The Local Government Act 2002 (LGA) places certain requirements on Councils after the local body elections. Adopting a triennial agreement is one of these. The agreement includes protocols for communication and coordination, and a statement of the process for consultation on proposals for new regional council activities.

Following a meeting of the Mayors and Chairs in December 2016, the CEO's of each of the Councils have reviewed the agreement and made some minor amendment from the 2013 – 2016 version to reflect the current situation and future focus.

The main change between the 2013 – 2016 Triennial Agreement and this one includes:

- Removal of the section on the Regional Policy Statement review, as this work has now been undertaken;
- A new clause on the work the Local Government Commission is doing in collaboration with the four West Coast Councils; and
- A new clause in regards to the Regional Growth Study.

Adopting the Triennial Agreement

A Triennial Agreement must be adopted. It is a legislative imperative under the LGA. Adopting the proposed Triennial Agreement provides a formal indication to the other West Coast Councils that the West Coast Regional Council supports the regional cooperation signified by this document. This is a high level intention only and does not commit Council to anything more.

If Council chooses not to adopt the Agreement, it would need to give a clear explanation to the other Council as to why it has decided not to. If Council chooses to amend the agreement, the changes would need to be notified to the other Councils and a process of discussion and negotiation with them would be required.

A copy of the proposed Triennial Agreement follows this report.

RECOMMENDATION

That Council adopts the 2016 – 19 West Coast Triennial Agreement.

Andrew Robb
Chairman

2016 – 2019 West Coast Triennial Agreement

Our Purpose

This triennial agreement has been prepared in accordance with and to satisfy the requirements of s14, 15 & 16 of the Local Government Act 2002.

The parties to this agreement commit to working for the good governance of their towns, district or region by acting collaboratively and ensuring that issues in common are determined in a manner that is inclusive and avoids unnecessary duplication.

This agreement will ensure appropriate levels of consultation and co-ordination are maintained between the local authorities of this region, and between individual local authorities as might be notified.

The Agreement

The parties:

- Buller District Council
- Grey District Council
- Westland District Council
- West Coast Regional Council

agree to work in good faith together for the good governance of their localities and the region. As signatories to this agreement each local authority will ensure:

- Early notification to affected local authorities, through the distribution of draft documentation, of major policy discussions which may have implications beyond the boundaries of the decision making authority;
- The application of a 'no surprises' policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before key public announcements are made;
- The parties agree to refrain from expressing criticism of each other publicly, through the media or any other form. While it is accepted that disagreements will occur from time to time, it is preferable to deal with the issues by open discussion between the parties rather than via the media;
- Opportunities for involvement by affected local authorities in the development of policies or plans that have inter-jurisdictional or cross boundary implications, including the identification of outcomes and priorities;
- That where practicable processes for engaging with communities and agencies in order to identify community outcomes, and prioritise those outcomes, are undertaken jointly or in a collaborative manner which avoids unnecessary duplication; and
- Opportunities for other local authorities, whether party to this agreement or not, to work jointly on the development of strategies and plans for the achievement of identified outcomes and priorities.

Scope and Issues

The parties agree that, in addition to the general obligations under this agreement to consult, the local authorities will meet together to develop common approaches on the following issues identified as priorities for the region:

- Economic development;
- Supporting work on the regional growth study
- Emergency management and disaster recovery, including lifelines;
- Natural hazards;

- Shared services;
- Regional Transport planning and road safety;
- Waste management.

A Commitment to Working Together Collaboratively

The parties agree to, through the regular Mayors' and Chair forum, work together collaboratively and cooperatively as a means to improve effectiveness and efficiency and to, in particular:

- Identify, deliver and fund facilities or services that benefit more than one district;
- Develop and implement joint governance arrangements and associated terms of reference;
- Maintain this commitment, and in the event of one of the parties taking a decision that is inconsistent with this commitment, such party shall advise the other parties of the inconsistent decision and the reasons for it.

This section reflects the new section 15 of the Local Government Act and all parties will, through the Mayors' and Chair forum, annually review their compliance with this provision.

The Councils will work through the outcomes of the Local Government Commission work into Planning and Roading, with a view to finding opportunities to benefit the rate payers of the West Coast.

Significant New Activities Proposed by the West Coast Regional Council

The parties agree that should the West Coast Regional Council or its Council Controlled Organisations wish to undertake a significant new activity or undertake an activity currently undertaken or proposed to be undertaken by one or more of the other parties, the West Coast Regional Council will consult with the other parties as required by s16 of the Local Government Act 2002.

Form

Consultation in relation to this agreement will take the following forms:

- A forum, of Mayors, Regional Council Chairman and Chairman of Development West Coast, and their Chief Executive Officers will occur at least once every three months to review the performance of the agreement and discuss any other topical issues where a collaborative approach may add value;
- Meetings between staff as necessary to achieve communication and co-ordination on issues identified in the agreement.

Servicing

The parties agree that responsibility for servicing this agreement shall be shared, with responsibility passing from local authority to local authority following the triennial election. Servicing involves:

- Providing those secretarial services required; and
- Acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the agreement.

The West Coast Regional Council will be the local authority responsible for servicing this agreement from 2016 – 2019.

Delegations

The meeting will act as a collective and no member will have a delegation to act on behalf of the group unless specifically mandated to do so by the meeting on a case by case basis.

Submissions made on behalf of the collective will be on letterhead displaying the four logo's and where agreed, will be signed by the Mayors and WCRC Chairperson.

Agreement to Review

The parties agree to review the terms of this agreement within 4 (four) weeks of a request by one of the parties made in writing to the local authority delegated responsibility to service this Agreement.

Resolving Disagreement

In the event of a disagreement over the terms of this agreement the parties agree to refer the issue to a mediator appointed by the President of Local Government New Zealand.

Authority

This agreement is signed on this _____ day of _____ 2016, by the following on behalf of their respective authorities.

Council

Signature

Buller District Council

.....
Garry Howard
Mayor

Grey District Council

.....
Tony Kokshoorn
Mayor

Westland District Council

.....
Bruce Smith
Mayor

West Coast Regional Council

.....
Andrew Robb
Chairman

THE WEST COAST REGIONAL COUNCIL

Prepared for: Council Meeting 7 February 2017
Prepared by: Michael Meehan – Chief Executive
Date: 27 January 2017
Subject: **CHIEF EXECUTIVE'S REPORT**

Meetings Attended

- I attended a meeting with NZTA on 7 December.
- I attended the Franz Josef Working Group meeting on 9 December.
- I took part in the Economic Development Arrangements Review and Steering Group Meeting on 12 December.
- I attended the Regional Growth Study Governance Group meeting on 13 December.
- I met with Rob Dewhirst to discuss the MCDEM Resilience Fund Project on 13 December.
- I took part in the Council stakeholder workshop on the Regional Policy Statement from 14-16 December.
- I met with Toni Brendish, CEO of Westland Milk Products on 19 December.
- On 19 December I met with Kevin Hague, CEO of Forest and Bird, the following day I met with Michelle Edge, Ospri CEO, Suzanne Doig CEO of the Local Government Commission and Sarah Stuart Black Director of the Ministry for Civil Defence in Wellington.
- I met with Kevin Stratful, Council's Regional Economic Development Manager, and Chris McKenzie, Chief Executive of Development West Coast on 12 January to progress work relating to the Growth Study.
- I attended the Regional Growth Study meeting on 24 January.
- I attended a meeting with David McLean CEO of Westpac and other Westpac staff on 24 January.
- I attended a hui on the Regional Policy Statement at Arahura Marae on 26 January.
- I attended a SOLGM CEO forum on 27-28 January in Blenheim.
- I hosted the West Coast Chief Executive's meeting on 30 January.
- I will be attending the Regional Chief Executive's meeting in Wellington on 1 February.

Annual Leave

I took six days annual leave during the reporting period.

RECOMMENDATION

That this report be received.

Michael Meehan
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.

- | | | |
|---------|-------|---|
| 43 – 45 | 8.1 | Confirmation of Confidential Minutes 13 December 2016 |
| 46 – 48 | 8.1.2 | Confirmation of Confidential Minutes – Extraordinary Council Meeting 16 December 2016 |
| | 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 |

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 13 December 2016		Item 1 & 2 protecting privacy of natural persons Section 7 (3) (a) of the Local Government Official Information and Meetings Act 1987.
8.2	Confirmation of Confidential Minutes Extraordinary Council Meeting 16 December 2016		
8.3	Overdue Debtors Report (to be tabled)		
8.4	Response to Presentation (if any)		
	In Committee Items to be Released to Media		

I also move that:

- Michael Meehan
- Robert Mallinson
- Gerard McCormack
- Randal Beal
- Nichola Costley

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.