

# AGENDA

## RĀRANGI TAKE

NOTICE OF AN ORDINARY MEETING OF

# COUNCIL

to be held on **Thursday 23 March 2023** commencing at **12 noon** in the Council Chambers,  
36 Weld Street, Hokitika and via Zoom

Chairperson	Her Worship the Mayor
Deputy Mayor	Cr Gillett
Northern Ward Members:	Cr Neale, Cr Burden, Cr Phelps
Hokitika Ward Members:	Cr Baird, Cr Davidson
Southern Ward Members:	Cr Cassin, Cr Manera
Iwi Representatives:	Kw Madgwick, Kw Tumahai



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audio-visual link.

## Council Vision

*We work with the people of Westland to grow and protect our communities, our economy, and our unique natural environment.*

# Purpose

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

## 1. KARAKIA TĪMATANGA OPENING KARAKIA

## 2. NGĀ WHAKAPAAHA APOLOGIES

## 3. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

## 4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if –
  - (a) the local authority by resolution so decides, and
  - (b) the presiding member explains at the meeting at a time when it is open to the public, -
    - (i) the reason why the item is not on the agenda; and
    - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.
- (7A) Where an item is not on the agenda for a meeting, -
  - (a) that item may be discussed at the meeting if –
    - (i) that item is a minor matter relating to the general business of the local authority; and
    - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

## 5. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

Minutes circulated separately via Microsoft Teams.

- **Ordinary Council Meeting Minutes – 23 February 2023**

## 6. ACTION LIST

Simon Bastion, Chief Executive

## 7. NGĀ TĀPAETANGA PRESENTATIONS

- **Future of the Fox Moth - Verbal Update**  
Westland Industrial Heritage Park and Heritage Hokitika  
Bruce Hackett, Ian Gilbertson, and Ann Bradley

## 8. PŪRONGO KAIMAHI STAFF REPORTS

- **Financial Report**  
Lynley Truman, Finance Manager
- **Totaliser Building**  
Erle Bencich, Operations Manager
- **Hokitika Rating Group**  
Simon Bastion, Chief Executive

## 9. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987. The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

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
1.	Confidential Minutes – 23 February 2023	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.  Section 48(1)(a)
2.	Hokitika Racecourse	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.  Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons
1, 2	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)).
1, 2	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

## 10. Citizenship Ceremony – 2.15pm

A Citizenship Ceremony will be held at 2.15 pm welcoming 7 new Citizens to the Westland District.

**DATE OF NEXT ORDINARY COUNCIL MEETING – 27 APRIL 2023  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

# ORDINARY COUNCIL MINUTES

## MINUTES OF THE ORDINARY COUNCIL MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 23 FEBRUARY 2023 COMMENCING AT 1 PM

The Council Meeting was live streamed to the Westland District Council YouTube Channel and presentations are made available on the council website.

### 1. MAKING & ATTESTATION OF DECLARATION OF A MEMBER:

Her Worship the Mayor, Helen Lash welcomed the newly elected Councillor Patrick Phelps to the Council meeting and thanked all the candidates who also campaigned to serve in the role of Councillor.

The Chief executive advised that the process needed to be formalised, and the report in the agenda was to confirm the process of the Northern Ward nomination.

Moved Cr Cassin, seconded Cr Baird and **Resolved** that:

1. The report be received
2. The Patrick Phelps publicly makes his declaration

The Mayor invited new elected Councillor Patrick Phelps to make his declaration as the newly elected councillor.

Patrick Sean Phelps made his statutory declaration and provided a brief address to the meeting.

### 2. KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was read by Cr Cassin

### 3. MEMBERS PRESENT AND APOLOGIES

Chairperson	Her Worship the Mayor	
<b>Members</b>	Cr Gillett (Deputy) (via zoom)	Cr Burden
	Cr Neale	Cr Davidson
	Cr Baird	Cr Manera
	Cr Cassin	Kw Madgwick
	Cr Phelps	Kw Tumahai (via zoom)

### NGĀ WHAKAPAAHA APOLOGIES

Apologies for lateness received from Deputy Mayor Cr Gillett

### STAFF PRESENT

S.R. Bastion, Chief Executive; L. Crichton, Group Manager: Corporate Services; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor (via zoom); S. Johnston; Governance Administrator.

<b>Also in attendance</b>	Joanne Conroy – Westland Holdings Ltd	Tash Goodwin – Okarito Community
	Chris Rea – Westland Holdings Ltd	Chris Gourley – Westland Holdings Ltd

### 3. **WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST**

The Interest Register had been circulated via Microsoft Teams and available on the Council table. There were changes made to the Interest Register noted from Cr Cassin and Cr Phelps.

### 4. **NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA**

There were no urgent items of business not on the Council Agenda.

### 5. **NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS**

The Minutes of the previous Meetings were circulated separately via Microsoft Teams.

- **Ordinary Council Meeting Minutes – 8 December 2022**
- **Extraordinary Council Meeting Minutes – 15 December 2022**

Moved Cr Baird seconded Cr Burden and **Resolved** that the Minutes of the Ordinary Council Meeting held on the 8 December 2022 and the Extraordinary Council Meeting minutes held on the 15 December 2022 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that their digital signature be added to the confirmed Council Meeting Minutes of 8 December 2022 and 15 December 2022.

#### **COMMITTEE MINUTES TO BE RECEIVED:**

The following committee minutes were circulated separately via Microsoft Teams:

- **Hokitika Wastewater Treatment Plant Project Oversight Sub-Committee Meeting Minutes – 14 December 2022.**

Moved Cr Cassin seconded Cr Neale and **Resolved** that the Sub-Committee minutes of the Hokitika Wastewater Treatment Plant Project Oversight Sub-Committee be received.

*Deputy Mayor Cr Gillett joined the meeting at 1:08pm*

### 6. **ACTION LIST**

The Chief Executive spoke to the Action List and provided the following updates:

- **Pakiwaitara Building / Council Building Business Case**  
A Workshop on is being held on Monday 27 February 2023 with Councillors. The Chief Executive and District Assets Manager are working with O'Connor Partners to formulate a review of Council Building, Pakiwaitara and Government/Seddon House. There are a number of stages to go through regarding this. The Chief Executive confirmed to Councillors that some options had been received from Heritage NZ in terms of future options.

- **Racecourse Development Submission Bid**  
A significant workshop was held with Joseph and Associates & O'Connor Partners 26 January 2023. Currently going through master planning and community engagement concept. A development plan to be completed by 27 April 2023 and an update on where things are at will be brought back to Council in March 2023.

Kw Madgwick asked if there could be a January Council Meeting as 3 months between meetings seemed like a long time, and queried if this could be reviewed for 2023-2024 transition.

The CE advised that the January meeting was moved due to the lack of staff available at the time and proposed that the December Council meeting for 2023 be the week prior to Christmas with the possibility of bringing the February Council Meeting brought forward 1 week.

The Mayor advised that this has been noted and felt it to be prudent to assess the situation towards the end of the year to see what the needs are and formalise Council meeting dates closer to that time.

Moved Cr Neale, seconded Cr Burden and **Resolved** that the updated Action List be received.

#### **SPECIAL THANKS FROM THE MAYOR**

The Mayor proceeded to give special recognition and acknowledgement and thank you to Council staff who had travelled to the North Island to help with the recent weather event and reflected that the scale of trauma is severe, and the impact on the communities will be lifelong.

The Mayor also commented that it was very commendable that Council staff put their hands up straight away to help. The insight and knowledge and tools that these staff members will gain from this event will also be valuable to the local Community for our own Emergency Operations Centre for any potential future event and thanked the staff members for dedication to their roles and focus on getting involved in these communities through such harrowing times.

## **7. NGĀ TĀPAETANGA PRESENTATIONS**

- **Okarito Dark Sky Community**  
Tash Goodwin, Pam Birmingham representing the Okarito Dark Sky Community spoke to this presentation and provided the following information:
- **The International Dark Sky Places Program offers 5 types of designations:**
  1. International Dark Sky Communities
  2. International Dark Sky Parks
  3. International Dark Sky Reserves
  4. International Dark Sky Sanctuaries
  5. Urban Night Sky Places
- **Dark Sky in New Zealand**  
Dark Sky Reserve – Tekapo  
Waiheke Island – in progress  
Dark Sky Park – Nelson/Tasman  
Dark Sky Sanctuary – Stewart Island  
Wairarapa Dark Sky Reserve  
Dark Sky Nation – New Zealand in progress now
- **Why protect Okarito's Dark Skies?**
- **There is a global issue with lighting effects, causing harm all over the world**

- **Impact on Plants**
- **Impact on Wildlife and Birds**
- **Impact on humans**
- **Safety**
- **Basic Principles of responsible lighting**
- **Okarito could be the first 'Dark Sky Community' in New Zealand**
- **Benefits of being a Dark Sky Community**
- **Current support from:**  
Te Rūnanga o Makaawhio  
Okarito Community Association
- **Ideas for events and promotion**
- **Dark Sky Requirements Summary**
- **Dark Sky New Zealand are able to assist with:**  
Measuring the level of darkness and night sky brightness in the area  
Obtaining dark sky accreditation for the area  
Providing astronomy outreach to the community  
Assistance with building a group of Dark Sky Ambassadors for the area
- **Next Steps**
- **Goals / Timeline**
- **In Conclusion**
- **Questions**

Various councillors voiced their support of this presentation and felt it would be an asset to the Community.

The Chief Executive advised that there are a number of Council processes (i.e.: building consents/district plans etc) that need to be considered with this and advised to get this locked in for a future outcome, a submission would need to be made via the District Plan. He also advised that submissions are currently closing for the District Plan review, and for the Okarito Community's voice to be heard it needs to be shared with the District Planners. Once it is in the District Plan it is locked in for 10 years.

The Chief Executive advised that he would discuss with The Planners on their behalf.

Moved Cr Neale seconded Cr Baird and **Resolved** that

1. The Okarito Dark Sky Community presentation from Tash Goodwin and Pam Birmingham representing the Okarito Community be received.

- **Westland Holdings Ltd:**

- **Statement of Intent and Westland Holdings Financial Results to 31 December 2022**

Directors, Joanne Conroy, Chris Gourley and Chris Rea spoke to this presentation, and advised that there were two items being discussed today, the first being the six-monthly results up to the 31<sup>st</sup> December 2022 and secondly the Draft Statement of Intent for the period starting 1 July 2023.

Moved Cr Davidson seconded Cr Baird and **Resolved** that:

1. The presentation from the Directors of Westland Holdings Ltd be received

Director Joanne Conroy advised that the Statement of Intent – is looking forward from 1 July 2023 for 3 years and noted that there is some repetition and duplications around performance targets, and reminded Council that this it is a draft to be approved, and reviews and or updates can be made



between now and June 2023, and also commented that they were looking for feedback from Councillors on the draft Statement of Intent at this Council meeting.

The Mayor asked if Joanne Conroy could provide a brief summary of the discussion held at the briefing between Councillors and Westland Holdings on the 22 February 2023.

Director Joanne Conroy advised that the Statement of Intent is a compliance document and is dictated by the Local Government Act, and that performance targets are specific and targeted in the Statement of Intent. It was not advisable for 'aspirational goals' to be added to the Statement of intent.

However, the tool the Council has, is to give Westland Holdings Limited a letter of expectation where aspirational goals can be given which gives Westland Holdings Limited guidance, which is still a formal performance process.

As discussed with the Council at the briefing on the 22 February 2023:

1. Issues around sale and purchase of land and whether this should be in the Statement of Intent. Council have asked the Directors of Westland Holdings Limited to draft a policy for the Sale & Purchase of land by Council Controlled Organisations that will outline the rules/guidelines and processes. The draft policy document will be available for the April 2023 Council Meeting.
2. That the duplication / repetition of some of the wording in the Statement of Intent to be revised.

Moved Cr Cassin seconded Cr Phelps and resolved that:

2. Council approve the **draft** Westland Holdings Limited 2023-2026 Statement of Intent noting amendments and additions to be added before final Statement of Intent is approved.

- **Hokitika Wastewater Upgrade Project - Update**

Senior Civil Engineer, John Strange from Stantec provided an update on the Wastewater Treatment Plant Project.

- **Hokitika Wastewater Upgrade Project**
- **Introduction**
- **Overview of Work to Date**
- **Options / Alternatives – Sieving Approach**
- **Elements of a Wastewater Scheme**

*Cr Burden left the chambers at 2:16pm and returned at 2.19pm*

- **Base Scheme Elements taken forward**
- **Scheme Options Assessment (Domestic)**
- **Short List of Potential Wastewater Schemes**
- **Components that make up the 11 Short List Options**
- **Next Steps**
- **Questions**

Cr Davidson queried the monetary figure of the new wastewater treatment plant and asked if a ball park figure could be given at this stage for the benefit of the ratepayer.

John Strange from Stantec advised that in this process cost does not have to be considered yet and advised that the reason why cost doesn't come into the process to date is to ensure that cost doesn't rule out the best practicable option, so not to stifle the process of consideration of options by ruling

things out early due to cost. Cost and technical assessment come into the process at the Multi-Criteria Analysis.

The Chief Executive advised that the figure of \$12.3M for the wastewater treatment project upgrade is in the Long-Term Plan and has been well publicised, and that is before the final cost of the future design of the project.

Moved Cr Phelps seconded Cr Davidson and **Resolved** that

1. The Hokitika Wastewater Upgrade Project update presentation from John Strange at Stantec be received.

## 8. PŪRONGO KAIMAHI STAFF REPORTS

- **Financial Performance – January 2023**

Finance Manager Lynley spoke to this item and advised the purpose of this report is to provide an indication of Council’s financial performance for the month to 31 January 2023.

The Mayor requested clarification regarding the Responsible Camping Costs and what they related to.

The Chief Executive advised that this was a carryover from Tourism Infrastructure Funding received from last season.

The Finance Manager advised that this year Council received a grant which Council had not budgeted for, so incurred \$58k in costs, and this has come out of the grant.

The Chief Executive advised that council made an application to the Tourism Infrastructure Funding for the summer season for responsible camping which was a late application late last year, and we was surprisingly successful; \$345k of cost funding for that project. There is criteria for this, with only half of that funding to be drawn down this season, with the remaining half to be drawn down in the next financial year.

The Mayor requested the information surrounding this project (Responsible Camping) to be circulated to Councillors.

Moved Cr Neale seconded Cr Phelps and **Resolved** that

1. The Financial Performance – January 2023 Report from the Finance Manager be received.

*Moved Cr Burden seconded Cr Davidson and resolved to break for afternoon tea for 10 minutes at 3:05pm and the meeting resumed at 3:16pm.*

- **Westland Creative Community Committee**

Chief Executive Simon Bastion spoke to this report and advised the purpose of this report is to have Council confirm the nominated members of the Westland Creative Community Committee for the current triennium.

The nominated members being:

Nominee	Nominated by	Interest areas
Delwyn Alexander	Amelia Myles	Creative fibre, Film, Performance Art

Mary-Anne Bell	Emma Kay	Accessible art experiences for wider community, local craft groups, workshops
Paul Kerridge (2 <sup>nd</sup> Triennium)	Janice Rhind	Visual arts, film, and performance art, encouraging pathways and experiences to encourage careers in art
Emma Kay	Mary-Anne Bell	Creative art experiences for children, music and performance art
Nikki-Leigh Wilson-Beazley	Te Rūnanga o Makaawhio (Kara Edwards)	Creative NZ ask for a representative of local iwi to encourage workshops, rehearsals, performances, festivals or exhibitions in Māori heritage or contemporary art forms
Sophie Roberts	Mary-Anne Bell	Music, Art experiences for low vision community
Phoebe Wilson	Alana Howard	Music, performance art and alternative art presentation, graphics as an art form.
Tallulah Ngahuia Martin-Naylor	Natasha Morris	Toi Māori, Māori artists, music, and community projects

Moved Cr Baird seconded Cr Phelps and **Resolved** that:

1. The Westland Creative Community Committee Report be received.

- **Nomination of Resource Management Act (RMA) Commissioner to represent Westland District Council**

The Chief Executive, Simon Bastion spoke to this item and advised the purpose of this report is to seek council's endorsement of Paul Rogers to be nominated as an RMA Commissioner to represent the Westland District Council (WDC) in the Hearing of submissions to the Te Tai o Poutini Plan (TTPP).

The Chief Executive advised that at the 8 December 2022 Council meeting, Edith Bretherton was nominated as the RMA Commissioner to represent Westland District Council, however due to potential conflict of interest, a new person has been nominated.

A number of Councillors expressed their support for Paul Rogers and felt he was an excellent choice to represent Westland District Council.

Moved Cr Davidson seconded Cr Burden and **Resolved** that:

1. The Report to Council be received.
2. Council nominate Paul Rogers as Westland District Council's RMA Commissioner for the TTPP.

- **2022-2025 West Coast Triennial Agreement**

The Chief Executive, Simon Bastion spoke to this item and advised the purpose of this report is to adopt the 2022-2025 West Coast Triennial Agreement.

The Chief Executive advised that this was a requirement from Local Government Act that councils join on common purpose through a Triennium agreement. The draft has been endorsed by the Mayors and Chairs forum and now needed to be endorsed by Council.

Kw Madgwick queried the 2050 strategy and the various strategies that fall under this. Kw Madgwick queried why local government involvement and the final plan not coming back to Mayors and Chairs.

The Chief Executive advised that this can be highlighted at the next workshop with Development West Coast planned for the 6<sup>th</sup> March.

Moved Cr Cassin seconded Cr Neale and **Resolved** that:

1. The report be received.
2. Council adopts the 2022-2025 West Coast Triennial Agreement and endorse the Mayor signing the agreement on behalf of Westland District Council.

- **Council Controlled Organisations (CCO) Review – Scope of Services**

Group Manager, Corporate Services and Risk & Assurance, Lesley Crichton spoke to this item and advised the purpose of this report is to provide the draft scope of services for the review of Westland District Councils (WDC), Council Controlled Organisations (CCO) Review.

Cr Burden asked how Council was proposing to pay Price Waterhouse Coopers for this review.

The Group Manager, Corporate Services and Risk & Assurance advised that this is unbudgeted spend, therefore general reserves would need to be used, and also commented that the review is high level (not detailed) so not to give any pre-conceived suggestions to the reviewer, that it is prudent to look at the structures of the Council Controlled Organisations, review how they are performing, the community outcomes and value for money. From this review, options are then looked at, and cost will be determined on what options (if any) council want to explore.

There was a general consensus around the Council table that this was a much-needed review and was supported by the Councillors.

Moved Cr Baird seconded Cr Neale and **Resolved** that:

1. The report be received.

Moved Cr Phelps and seconded Deputy Mayor Gillett and **Resolved** that:

2. Council approve to proceed with the Price Waterhouse Coopers scope of services for the review of the CCO structure and performance against community outcomes.

## 9. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Moved Cr Neale, seconded Cr Baird and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3:48 pm.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

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
1.	Confidential Minutes – 8 December 2022	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2.	Confidential Risk Report	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
3.	Confidential Haast-Jackson Bay Road Pavement Rehabilitation – WDC No: 22-23-10 – TENDER APPROVAL	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a))
1, 2, 3	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)).
1, 2, 3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))
3	Prevent the disclosure or use of official information for improper gain or improper advantage (Schedule 7(2)(j))

Moved Cr Neale, seconded Cr Burden and **Resolved** that the business conducted in the ‘Public Excluded Section’ be confirmed and accordingly, the meeting went back to the open part of the meeting at 4:14pm.

**DATE OF NEXT ORDINARY COUNCIL MEETING – 23 MARCH 2023  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**



**MEETING CLOSED AT 4:14 PM**



Confirmed by:

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**Her Worship the Mayor  
Chair**

**Date:**

23.02.23 - Council Meeting - Action List

Item No.	Date of Meeting	COMPLETED IN PROGRESS OVERDUE	Item	Action	Completion Date/Target Date	Officer	Status
1	26.08.21		Pakiwaitara Building /Council Building Business Case	Business case and scope of work to be brought to Council after the structural elements of the work have been identified, costed and timelines finalized.	Mar 23	CE	<p>The CE has engaged O'Connor Partners to evaluate the future strategy in regard to the current council civil assets – Council Building, Pakiwaitara and any other buildings that need to be considered. NZ Heritage (CE Andrew Coleman) spoke at December Council meeting regarding Hokitika Government House &amp; its on-going project. Councillors were invited to a walk-through of Government House 9 December 2022.</p> <p>Workshop held 27<sup>th</sup> Feb to review the Business Case from O'Connor Partners.</p> <p>O'Connor Partners are working through a framework for evaluating building options</p>
2	24.03.22		Racecourse Development Submission Bid	Council to be keep abreast of the IAF Application	Sep 22	CE	<p>IAF Application submitted – and confirmed successful (\$3.5million for infrastructure works). The council attended a workshop on the Racecourse project on the 26<sup>th</sup> January which was supported by Josephs &amp; Associates and O'Conner Partners.</p> <p>The workshop outcomes are based on the following:</p> <ul style="list-style-type: none"> <li>• Master Planning and community engagement – to date is only a scheme plan and civils, the primary focus of the previous workstreams was to secure IAF funding to enable the project.</li> <li>• IAF Deliverables – a delivery plan for 27 April 2023</li> <li>• Detailed /as built for 'eligible' infrastructure.</li> <li>• Ascertain (post community engagement, master planning and updated cost estimates) the best way forward for the Council.</li> </ul> <p>Update to be provided at March 23 council meeting.</p>

Item No.	Date of Meeting	COMPLETED IN PROGRESS OVERDUE	Item	Action	Completion Date/Target Date	Officer	Status
3	23.02.23		Okarito Dark Sky Community	CE to have a discussion with the District Planners regarding a submission bid	Completed	CE	CE has corresponded with TTPP in regards to the zoning requirements and this information has been forwarded through to the community
4	23.02.23		Responsible Camping Project	CE to circulate to the Councillors the detail surrounding this management of Responsible camping	Completed	CE	Latest Freedom Camping Report in "Teams"



# Report to Council



**DATE:** 23 March 2023  
**TO:** Mayor and Councillors  
**FROM:** Finance Manager

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## **FINANCIAL PERFORMANCE: FEBRUARY 2023**

### **1. Summary**

- 1.1. The purpose of this report is to provide an indication of Council's financial performance for the month to 28 February 2023.
- 1.2. This issue arises from a requirement for sound financial governance and stewardship with regards to the financial performance and sustainability of a local authority.
- 1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2021, which are set out in the Long Term Plan 2021 - 31. Refer to page 2 of the agenda.
- 1.4. This report concludes by recommending that Council receive the financial performance report to 28 February 2023.

### **2. Background**

- 2.1. Council receives monthly financial reporting so that it has current knowledge of its financial performance and position against budgets. A more detailed performance report is presented to the Risk and Assurance Committee (R&A Committee), previously known as the Audit and Risk Committee, on a quarterly basis which includes non-financial information against KPI's adopted through the Long Term Plan.
- 2.2. The R&A Committee received a report to the end of December 2022 and expressed concern about the number Activities for which Statement of Service and Performance Reports were not provided.

### **3. Current Situation**

- 3.1. The information in the report is of a summarised nature, with only permanent variances over \$25,000 having comments. Temporary differences which are mainly budget phasing are not commented on as these will either approximate budget by the end of the financial year, or become a permanent variance which will be noted.

3.2. With the inclusion of the sustainability report, it is not necessary to include such detail to Council in the financial report, as the key business indicators are included in the sustainability report. A number of these indicators make up part of the covenants required to be reported half-yearly to the Local Government Funding Agency.

3.3. The financial performance report to 28 February 2023 is attached as **Appendix 1** and contains the following elements;

- 3.3.1. Sustainability report
- 3.3.2. Statement of Comprehensive Revenue and Expense
- 3.3.3. Notes to the Statement of Comprehensive Revenue and Expense
- 3.3.4. Revenue and Expenditure Graphs
- 3.3.5. Debtors
- 3.3.6. Debt position
- 3.3.7. Capital Report

#### **4. Options**

4.1. Option 1: That Council receives the Financial Performance Report to 28 February 2023.

4.2. Option 2: That Council does not receive the Financial Performance Report to 28 February 2023.

#### **5. Risk Analysis**

5.1. Risk has been considered and no risks have been identified in receiving the report, however if Council did not receive the report, it could be perceived that there was a lack of financial stewardship leading to reputational risk and conduct risk.

#### **6. Health and Safety**

6.1. Health and Safety has been considered and no items have been identified.

#### **7. Significance and Engagement**

7.1. The level of significance has been assessed as being low as the report is for information purposes only.

7.2. No public consultation is considered necessary.

#### **8. Assessment of Options (including Financial Considerations)**

8.1. Option 1: The Council receives the report. This report is to inform Council on the monthly financial position and to encourage financial stewardship.

8.2. Option 2: If the Council does not receive the report there will be no oversight of the financial position of Council or whether the costs of Council are being managed in line with budgets.

8.3. There are no financial implications to these options.

## **9. Preferred Option(s) and Reasons**

9.1. The preferred option is Option 1.

9.2. The reason that Option 1 has been identified as the preferred option is that the report is administrative in nature and to do nothing could create risks to council. Council would be carrying out its administrative stewardship in receiving the report.

## **10. Recommendation(s)**

10.1. That the Financial Performance Report for 28 February 2023 be received.

**Lynley Truman**  
**Finance Manager**

**Appendix 1:** Finance Performance Report for 28 February 2023.

**Appendix 1**



**Financial Performance  
Year to 28 February 2023**

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Sustainability Report

Total revenue	Total expenditure	Total surplus/(deficit)
<b>\$20.74M</b>	<b>\$21.04M</b>	<b>\$-0.3M</b>
Is -6.64% less than the total budget of \$22.21M	Is 7.35% more than the total budget of \$19.59M	Against a budget of \$2.62M

**SUSTAINABILITY**

**Rates to operating revenue** **59.61%**

Rates Revenue	\$12.36M
-----	
Operating Revenue	\$20.74M
-----	

59.61% of operating revenue is derived from rates revenue. Rates revenue includes penalties, water supply by meter and is gross of remissions. Operating revenue excludes vested assets, and asset revaluation gains.

**Balanced budget ratio** **98.58%**

Operating revenue	\$20.74M
-----	
Operating expenditure	\$21.04M
-----	

Operating revenue should be equal or more than operating expenditure. Operating revenue excludes vested assets and asset revaluation gains. Operating expenditure includes depreciation and excludes landfill liability and loss on asset revaluations. Year to date revenue is 98.58% of operating expenditure.

**Interest to rates revenue (LGFA Cov.)** **3.69%**

Net interest and finance costs	\$0.46M
-----	
Rates Revenue	\$12.36M
-----	

3.69% of rates revenue is paid in interest. Our set limit is 25% of rates revenue. Net interest is interest paid less interest received. Rates revenue includes penalties, water supply by meter and gross of remissions.

---

<b>Interest to operating revenue</b>		<b>2.20%</b>
Net Interest and finance costs	\$0.46M	
Operating revenue	\$20.74M	

2.2% of operating revenue is paid in interest. Our set limit is 10% of operating revenue. Net interest is interest paid less interest received.

---

<b>Liquidity Risk (LGFA Cov.)</b>		<b>170%</b>
Gross debt	\$29.82M	
Undrawn committed facilities	\$3.98M	
Cash and cash equivalents	\$14.75M	

The liquidity risk policy requires us to maintain a minimum ratio of 110% which is also an LGFA covenant. Council's current liquidity risk is 170%. Gross debt includes pre-funding of \$3m invested in term deposit.

---

<b>Essential services ratio</b>		<b>87.58%</b>
Capital expenditure	\$4.12M	
Depreciation	\$4.71M	

Capital expenditure should be equal to or more than depreciation for essential services. Year to date capex is 87.58% of depreciation. Essential Services are Water Supply, Wastewater, Stormwater, and Roothing. Adverse ratio in February continues to be a result of the lag in processing capital works invoices. The ratio continues to improve. Forecast depreciation is \$6.9M and forecast essential services capital spend (excluding Hokitika WWTP) is \$13.2M.

Statement of Comprehensive Revenue and Expense

Statement of Comprehensive Revenue and Expense							
	Notes	Full Year Forecast (\$000)	Full Year Budget (\$000)	YTD Budget (\$000)	Actual YTD (\$000)	Variance YTD (\$000)	Var/Bud %
<b>Revenue</b>							
Rates	01	19,122	19,221	12,459	12,361	(98)	(0.79%)
Grants and subsidies	02	10,749	11,291	7,528	4,573	(2,954)	(39.25%)
Interest Revenue	03	332	7	6	330	325	5,862.96%
Fees and Charges	04	2,185	2,177	1,460	1,485	25	1.69%
Other revenue	05	2,411	1,257	804	1,989	1,185	147.37%
<b>Total operating revenue</b>		<b>34,799</b>	<b>33,953</b>	<b>22,256</b>	<b>20,738</b>	<b>(1,518)</b>	<b>(6.82%)</b>
<b>Expenditure</b>							
Employee Benefit expenses	06	5,782	6,079	4,040	3,665	(375)	(9.29%)
Finance Costs	07	1,102	987	658	786	129	19.56%
Depreciation	08	8,681	8,515	5,677	5,879	202	3.55%
Other expenses	09	15,498	13,928	9,262	<b>10,706</b>	1,444	15.59%
<b>Total operating expenditure</b>		<b>31,062</b>	<b>29,510</b>	<b>19,637</b>	<b>21,036</b>	<b>1,399</b>	<b>7.12%</b>
<b>Operating Surplus/(Deficit)</b>		<b>3,737</b>	<b>4,444</b>	<b>2,619</b>	<b>(298)</b>	<b>(2,917)</b>	<b>(111.38%)</b>



## Notes to the Statement of Comprehensive Revenue and Expense

Comments are provided on permanent variances over \$25,000.

### Notes to the Statement of Comprehensive Revenue and Expense

#### 01 Rates

Rates income continues to be lower than planned mainly due to metered water usage in Franz Josef and Fox Glacier (down \$55k and \$26k respectively).

#### 02 Grants and subsidies

**Grant funding is below budget but this is mainly due to timing of the grant claims which are difficult to forecast. Capital grants are generally subject to meeting specified stages of completion of the project before a claim can be submitted. A core grant received this financial year is \$1.4m for the Hokitika Swimming Pool and the final claim for the 3 waters reform projects was also received. NZTA capital expenditure claims are \$2.9M behind forecast which is a timing issue in relation to both the capital expenditure and claims made to date (\$400k).**

#### 03 Interest Revenue

Unbudgeted interest received from term deposits, mainly from past grant funding receipts and prefunding. Also starting to receive interest on Swaps whereas in the past these have been a finance cost. The positive variance of \$327k more than offsets the adverse increase of \$139k in finance costs against budget.

#### 04 Fees and charges

The Building department continues to be busy with processing, compliance & inspection fees exceeding budget by \$78k. Refuse fees at Hokitika and Haast, and the waste levy are collectively above budget by \$71k - an indication of the increasing tourism numbers. However trade waste fees are down against budget by \$57k; and Planning department fees are also down \$40k against budget.

#### 05 Other Revenue

The dividend received from WHL was \$50k above budget. Recreation Contributions exceed budget by \$148k with 15 contributions being received to date. Unbudgeted cost recoveries relating to 3-Waters now total \$182k. The other key contributor is the non-cash gain on swaps which is \$763k.

#### 06 Employee benefit expenses

Actual salary cost is lower than planned due to unfilled roles. The shortages in Planning and Building has resulted in an increase in Contractor costs.

#### 07 Finance Costs

While finance costs are over budget by \$139k due to higher than expected interest rates, these costs are more than offset by interest revenue, as noted above.

#### 08 Depreciation

Depreciation is higher than budget mainly due to higher than expected asset value revaluation gains.

#### 09 Other expenses

The major over budget cost is non-cash loss on Swaps \$520k (there is an offsetting gain of \$763k noted above). Land Transport expenses are over budget by \$264k (timing). Contractor costs in Planning and Building are over budget by \$228 due to staff shortages. Responsible camping costs are over budget by \$179k but there is unbudgeted grant funding to offset this. Also included in Other Expenses are the MTFJ funded programme costs of \$171k, plus the unbudgeted continuation of the funded Halls repair works \$241k.

## Statement of Financial Position

<b>Statement of Financial Position</b>			
	At 28 February 2023 \$000	Annual Plan 2022/23 \$000	Actual 2021/2022 \$000
<b>Assets</b>			
<b>Current assets</b>			
Cash & cash equivalents	11,800	2,436	9,389
Debtors & other receivables	2,501	2,819	5,029
Tax receivable	10	-	10
Derivative financial instruments	17	-	12
Other financial assets	3,048	-	3,048
<b>Total Current Assets</b>	<b>17,377</b>	<b>5,255</b>	<b>17,487</b>
<b>Non-current assets</b>			
Council Controlled Organisation	12,695	12,695	12,695
Deferred Tax	137	-	137
Intangible assets	121	392	136
Assets Under Construction	15,977	737	11,675
Derivative financial instruments	1,206	235	869
Other Financial Assets	613	825	617
Property, Plant and Equipment	489,114	460,329	493,213
Term Inventory	-	-	-
<b>Total Non-current assets</b>	<b>519,863</b>	<b>475,213</b>	<b>519,341</b>
<b>Total Assets</b>	<b>537,240</b>	<b>480,468</b>	<b>536,828</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Creditors & other payables	2,279	2,596	2,755
Employee benefit liabilities	528	384	489
Borrowings	3,000	-	3,000
Derivative financial instruments	-	94	-
Other	2,612	1,160	1,450
<b>Total Current Liabilities</b>	<b>8,419</b>	<b>4,235</b>	<b>7,693</b>
<b>Non-current liabilities</b>			
Deferred Tax	-	10	-
Employee benefit liabilities	31	42	35
Provisions	2,821	1,846	2,821
Borrowings	26,818	35,759	26,818
Derivative financial instruments	-	272	-
<b>Total Non-Current Liabilities</b>	<b>29,670</b>	<b>37,928</b>	<b>29,674</b>
<b>Total Liabilities</b>	<b>38,089</b>	<b>42,162</b>	<b>37,367</b>
<b>Net Assets</b>	<b>499,150</b>	<b>438,305</b>	<b>499,461</b>

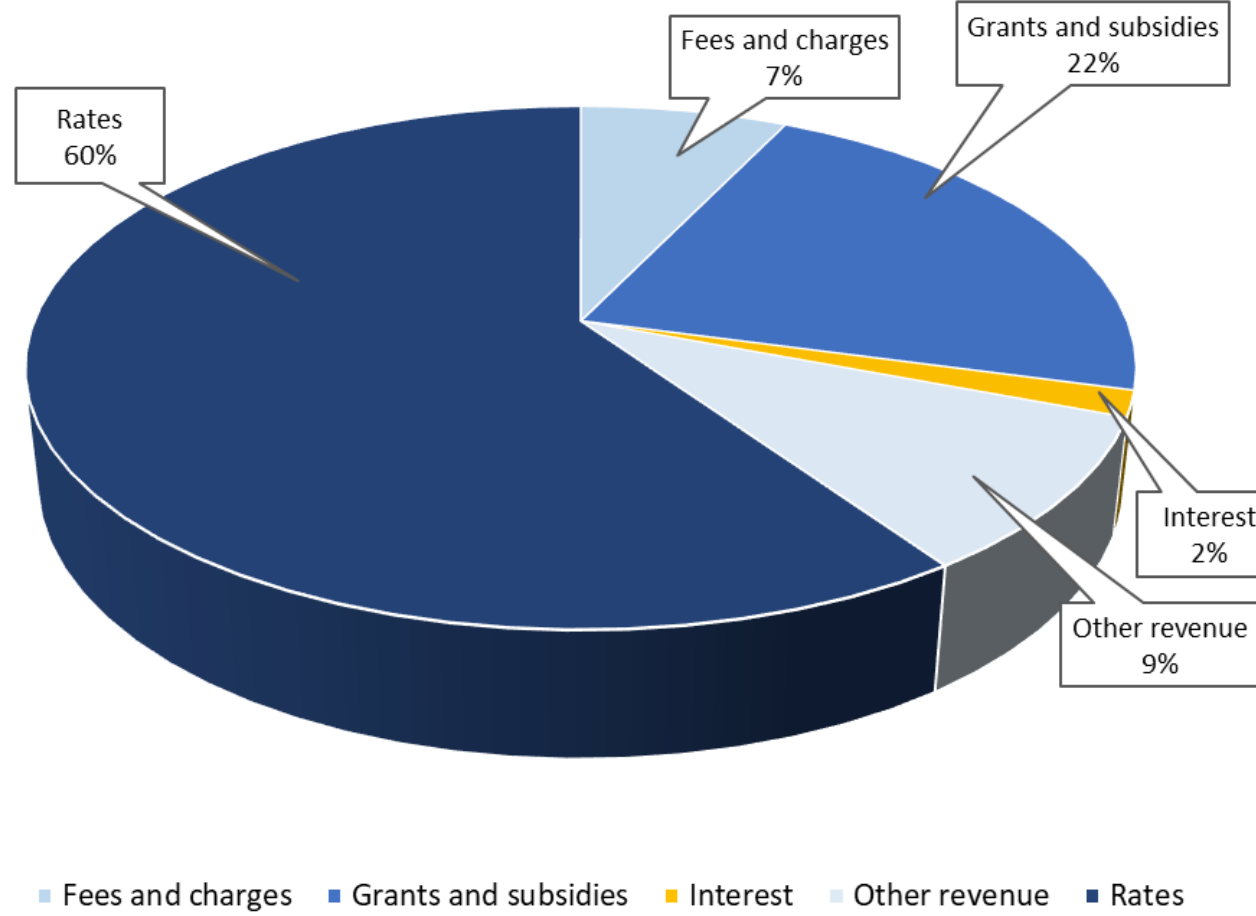
	At 31 January 2023 \$000	Annual Plan 2022/23 \$000	Actual 2021/2022 \$000
<b>Equity</b>			
<b>Retained Earnings</b>	<b>170,275</b>	<b>182,545</b>	<b>170,583</b>
<b>Restricted Reserves</b>	<b>12,967</b>	<b>6,747</b>	<b>12,968</b>
<b>Revaluation reserves</b>	<b>315,732</b>	<b>248,926</b>	<b>315,733</b>
<b>Other comprehensive revenue and expense reserve</b>	<b>177</b>	<b>87</b>	<b>177</b>
<b>Total Equity</b>	<b>499,150</b>	<b>438,305</b>	<b>499,461</b>

Funding Impact Statement

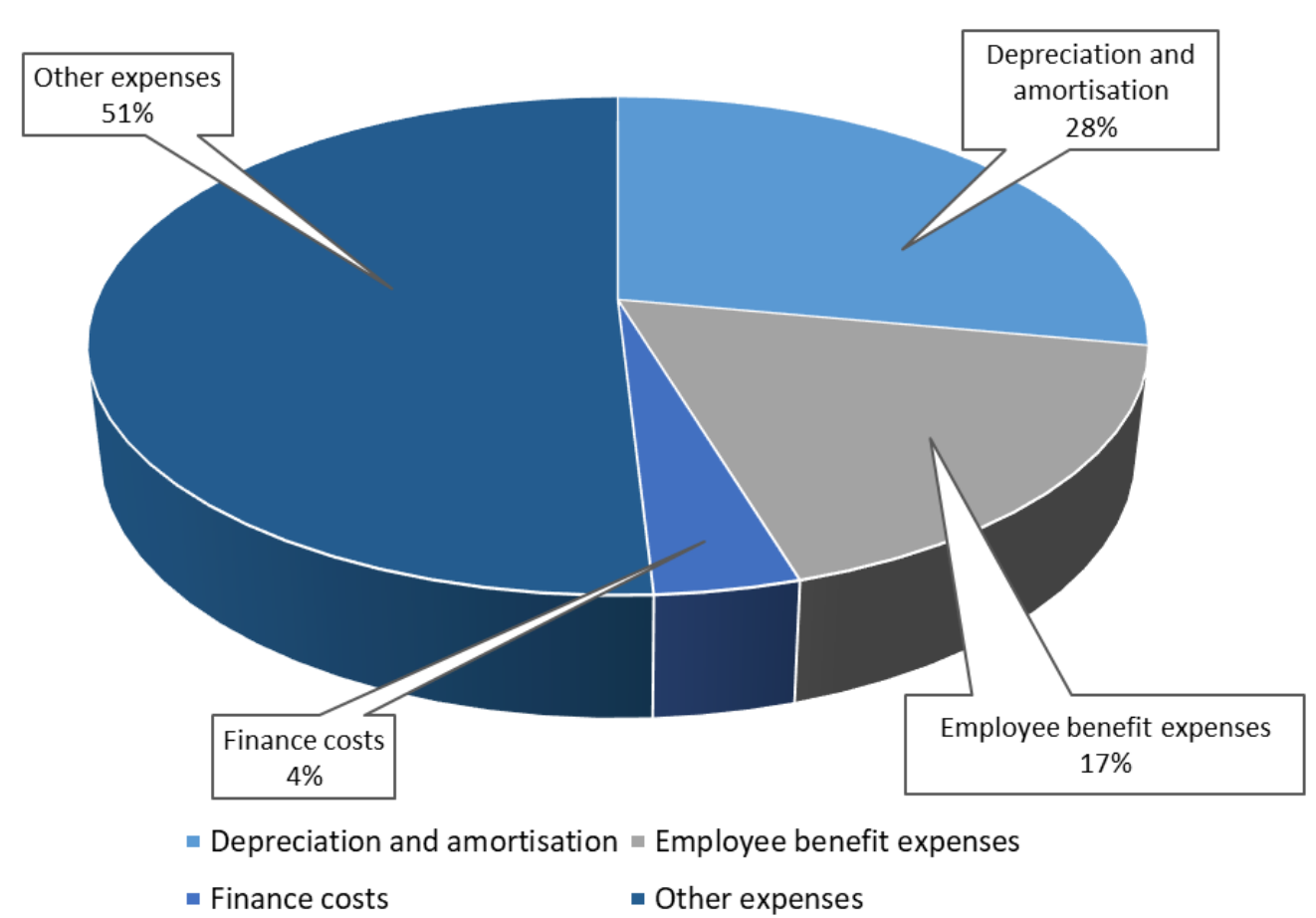
<b>Funding Impact Statement for Whole of Council</b>				
	2022 Annual Plan \$000	2022 Annual Report \$000	2023 Annual Plan \$000	2023 At 28 February Actual \$000
<b>(SURPLUS) / DEFICIT OF OPERATING FUNDING</b>				
Sources of Operating Funding				
General rates, uniform annual general charges, rates penalties	8,852	8,820	8,982	5,963
Targeted Rates	9,179	9,266	10,245	6,412
Subsidies and grants for operating purposes	2,640	3,208	2,135	2,308
Fees and charges	1,801	2,141	2,177	1,485
Interest and dividends from investments	8	115	257	630
Local authorities fuel tax, fines, infringement fees, and other receipts	1,009	2,621	944	1,677
Total Operating Funding (A)	23,488	26,172	24,740	18,475
Applications of Operating Funding				
Payments to staff and suppliers	18,285	19,660	19,950	14,379
Finance Costs	904	640	986	786
Total Applications of Operating Funding (B)	19,189	20,300	20,936	15,165
Surplus/(Deficit) of Operating Funding (A - B)	4,298	5,872	3,804	3,310
<b>(SURPLUS) / DEFICIT OF CAPITAL FUNDING</b>				
Sources of Capital Funding				
Subsidies and grants for capital expenditure	8,111	13,218	9,156	2,265
Development and financial contributions	-	-	-	-
Increase (decrease) in debt	6,391	8,000	5,941	8,000
Gross proceeds from sale of assets	-	4,008	-	4,012
Total Sources of Capital Funding (C)	14,503	25,226	15,097	14,277
Application of Capital Funding				
<b>Capital Expenditure:</b>				
-to meet additional demand	968	5,528	1,735	566
-to improve the level of service	6,937	4,045	14,250	2,216
-to replace existing assets	10,471	8,501	12,537	3,227
Increase (decrease) in reserves	425	9,023	(9,770)	11,577
Increase (decrease) of investments	-	4,000	149	-
Total Applications of Capital Funding (D)	18,801	31,098	18,901	17,587
Surplus/(Deficit) of Capital Funding (C - D)	(4,298)	(5,872)	(3,804)	(3,310)
Funding Balance ((A - B) + (C - D))	-	-	-	-

Revenue & Expenditure Graphs

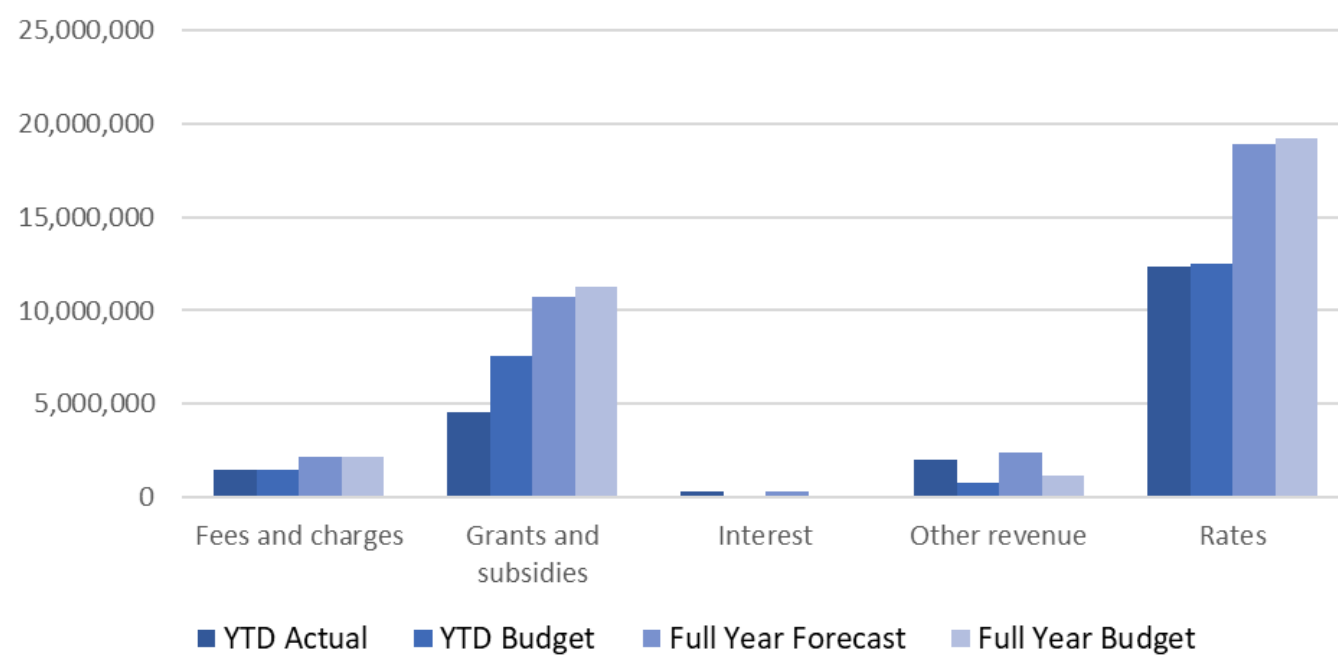
Operating Revenue Actual Year to July



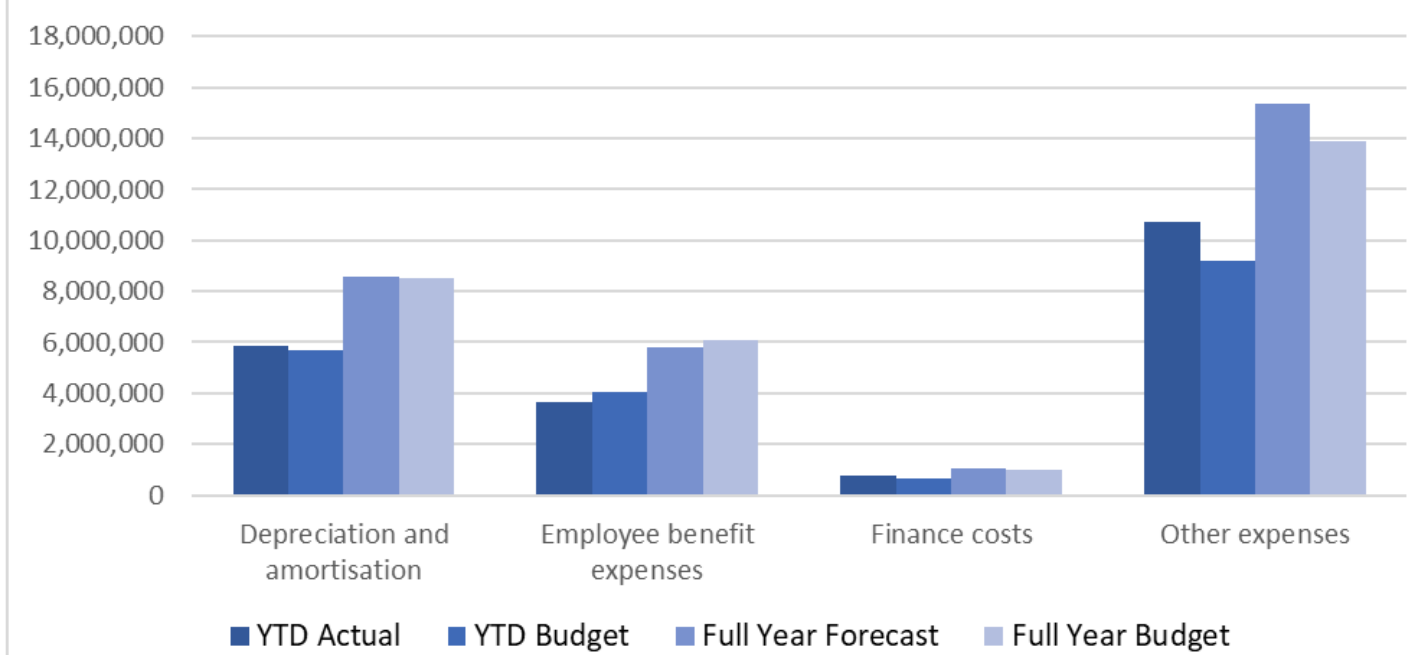
Operating Expenditure Actual Year to July



Operating Revenue



Operating Expenditure



## Debtors as at 28 February 2023

28/02/2023					
Type	Over 90 Days	60-90 Days	30-60 Days	Current	Total (\$)
Building consents	25,590	3,544	1,121	32,501	62,757
Building Warrants	370	622	-	(423)	569
Resource consents	4,250	475	-	3,907	8,632
Sundry debtors	83,318	14,014	46,078	610,327	753,737
<b>Grand Total</b>	<b>113,528</b>	<b>18,655</b>	<b>47,199</b>	<b>646,312</b>	<b>825,695</b>

28/02/2022					
Type	Over 90 Days	60-90 Days	30-60 Days	Current	Total (\$)
Building Consents	22,839	256	310	15,266	38,671
Building Warrants	556	-	-	(140)	416
Resource Consents	891	2,000	-	4,814	7,705
Sundry Debtors	121,952	12,037	178,197	460,568	772,754
<b>Grand Total</b>	<b>146,238</b>	<b>14,293</b>	<b>178,508</b>	<b>480,508</b>	<b>819,546</b>

## Rates Debtors as at 28 February 2023

<b>Rates Debtors at 31 January 2023</b>	<b>3,607,665</b>
Rates instalment	
Less payments received	(2,919,087.44)
Paid in advance change	134,035.50
Previous years write off's	(966.50)
Write off's	-
Penalties	-
Discounts	13.15
Court Cost	-
	-2,786,005
<b>Total Rates Debtors at 28 February 2023</b>	<b>821,659.58</b>
Arrears included above at 28 February 2023	821,660
Arrears at 28 February 2022	1,014,215
<b>Increase/(decrease) in arrears</b>	<b>(192,556)</b>

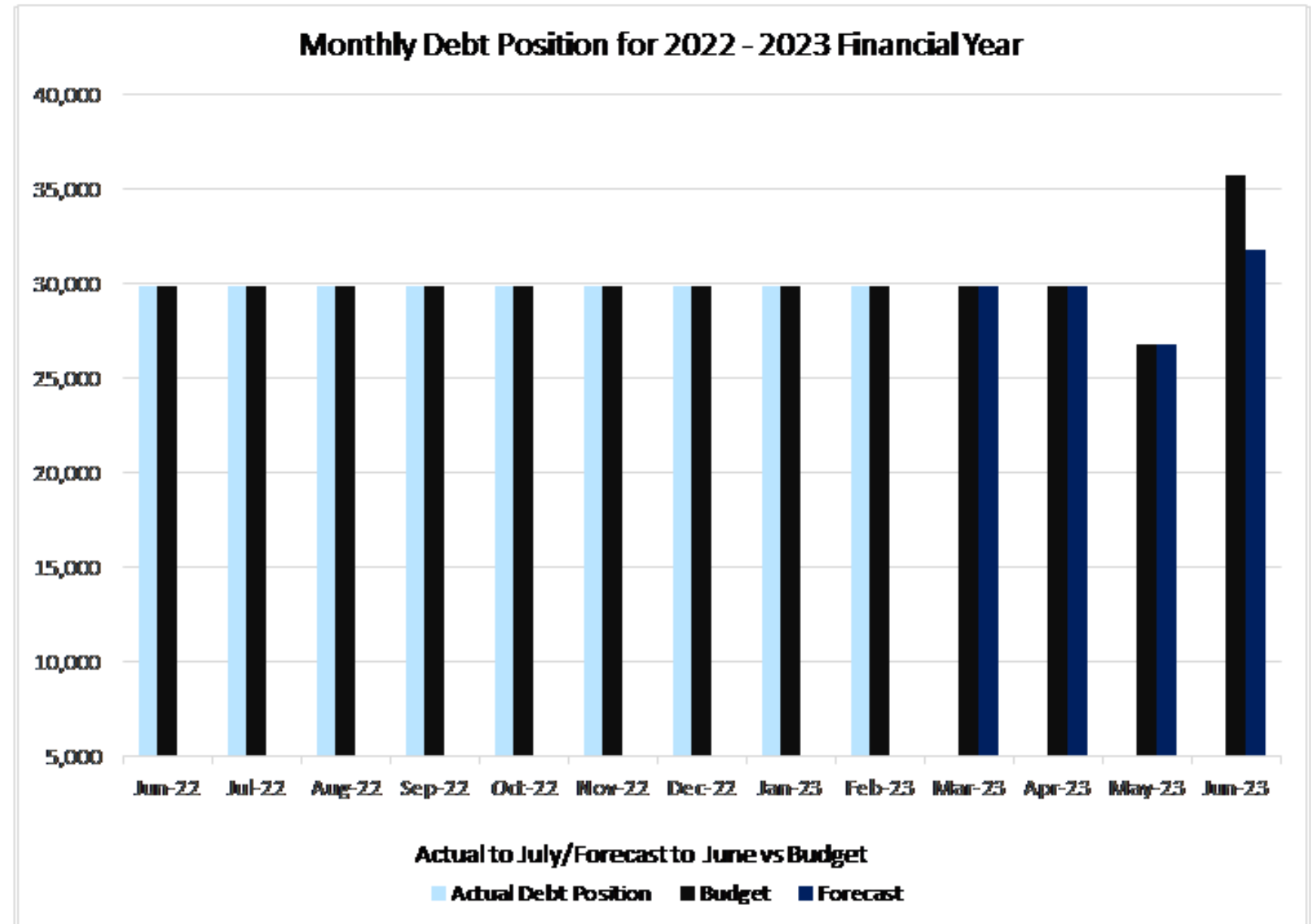
Debt Position

**Debt Position 2022/2023 (\$000)**

	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Actual Debt Position	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818				
Budget	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818	29,818	26,818	35,759
Forecast										29,818	29,818	26,818	31,818

**Forecast Debt Position for 2021-2022 Financial Year**

Forecast as at	<b>Jun-23</b>
Opening Balance	29,818
Loan funded capex forecast	3,150
Forecast repayments 2021-22	-1,150
<b>Forecast balance June 2023 per AP</b>	<b>31,818</b>



Capital Report

Capital Projects 2022/23 As at 28/02/2022		Under/over budget	Status	Legend - Key		
				Stopped		
				Deferred		
				On track		
Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>LEADERSHIP</b>						
Furniture Renewals	2,721	5,120	5,120			
Council HQ Earthquake strengthening & upgrade	0	250,000	0			Funding Deferred to 2023-24
Council HQ - i-SITE room fitouts	0	60,920	0			
IT Equipment - Disaster Recovery Servers	6,798	32,768	10,315			Part of first order initiated. Expected completion date end of June 2023
Hannahs Clearing Fire Station upgrade	0	71,680	71,680			Funding Deferred to 2023-24
IT equipment Renewals	6,974	15,360	15,360			
IT Offsite Replication	0	40,960	0			Deferred to 2023/24
Replacement of vehicles	0	81,920	89,259			Replacement vehicles have been ordered
	16,493	558,728	191,734			
<b>Planning &amp; Regulatory Services</b>						
Civil Defence - Satellite Data & Voice	0	4,500	4,500			
Civil Defence - Emergency Operations Centre	0	1,396,398	1,396,398			Funding Deferred to 2023-24
Civil Defence – Emergency containers	0	8,357	8,357			
Civil Defence – Emergency communications equipment	0	20,539	0			Funding Deferred to 2023-24
Hannahs Clearing Fire Station upgrade	0	71,680	71,680			Funding Deferred to 2023-24
	0	1,501,474	1,480,935			
<b>LIBRARY &amp; Museum</b>						
Library - Resources	42,273	70,836	71,450			9k of funding deferred to 2023-24
Library Furniture & Equipment	0	9,508	13,050			
Museum – Museum archives	29,710	533,676	533,676			To complete full transferral between collection databases, concept design and 1/3 funding requirement for RCHF and Lotteries
Museum – Museum complex roller doors – H&S	0	2,000	0			Funding Deferred to 2023-24
Museum – Packaging material	0	7,600	7,600			
Museum – Scissor lift H&S upgrades	0	8,200	8,200			Funding Deferred to 2023-24
Collection Database-Axiell EMu	50,473	38,828	50,473			Museum Data Base is underway
Digital Interactive Package (pt of Museum fitout)	28,555	505,010	505,010			To be used for Ngā Whakatūrangā Project. Particularly the PIW, concept and detail design.
	151,012	1,175,658	1,189,459			



Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>WATER SUPPLY</b>						
Kumara - WTP remedial work	0	48,710	48,710	●	●	Budget to be used for automation of duty / stand by valves (currently manual)
Kumara Replace Existing Reservoirs-investigation	0	25,000	0	●	●	Deferred until 24/25
Kumara Monitoring Equipment At WTP	11,342	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed.
Kumara Assessment reservoir	0	19,219	19,219	●	●	Deferred until 24/25
Kumara - Seismic valves	0	27,315	27,315	●	●	Deferred until 24/25
Kumara Water Mains Replacement	104,874	218,431	218,431	●	●	Pressure test and chlorination of mains completed. Programmed hook in new year.
Arahura Monitoring Equipment at WTP	11,342	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Arahura Water Treatment Plant upgrade	59,315	123,884	123,884	●	●	Practical completion certificate awaiting for final "snag list" completion. Plant running and supplying water to township.
Hokitika Monitoring Equipment at WTP	21,164	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Hokitika Seismic Valve (main outlet)	71,906	49,345	71,906	●	●	Now deferred until May / June 2023.
Hokitika Water Mains Replacement	369,198	309,724	369,198	●	●	Completed. Final invoices to come in.
Investigate Options for Brickfield Reservoirs	0	92,160	92,160	●	●	Funding Deferred to 2023-24
Hari Hari Monitoring Equipment at WTP	11,342	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Hari Hari Water Mains Replacement	178,204	174,942	178,204	●	●	Final restoration to be completed before year end.
Ross Monitoring Equipment at WTP	10,930	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Whataroa Monitoring Equipment at WTP	12,422	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Franz Josef Monitoring Equipment at WTP	29,263	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Fox Glacier Monitoring Equipment at WTP	10,930	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
Fox Glacier Plant Upgrade to DWSNZ	241,704	1,068,851	1,068,851	●	●	Membranes ordered. ETA Oct 2023. Meeting with contractors to discuss options of forward works. 774K funding deferred to 2023-24
Franz Josef WTP and Reservoir upgrades	2,500	0	2,500	●	●	Capitalised 31.12.2022
Haast Monitoring Equipment at WTP	11,447	100,000	100,000	●	●	Implementation of compliance equipment to meet new Rules. Report received with modifications being prioritized and programmed
SCADA / Telemetry at WTP's	24,870	21,415	24,870	●	●	Budget to be used for SCADA set up on burst control valves.
WTP Chlorination	164,430	125,000	164,430	●	●	Deplox units with Filtec. Installation & commissioning early 2023.
	<b>1,347,182</b>	<b>3,203,996</b>	<b>3,309,677</b>			
<b>WASTE WATER</b>						
Hokitika Water Mains Repl+G154:G166acement	955	66,473	66,473	●	●	Physical works completed last year. Budget to be used for easement finalization with James Scott.
General Contribution towards new developments	0	10,240	10,240	●	●	
General Replacement of Wastewater Treatment Plant	0	20,480	20,480	●	●	Replacement of Haast WWTP outflow meter. Works progressing. Budget also used for PLC component at Fitzherbert St PS.
Hokitika WWTP - 3 Waters Funded Projects (100% funded)	160,808	171,294	171,294	●	●	3 Waters Funded project completed
Hokitika WWTP Treatment and Disposal	14,490	6,110,487	6,110,487	●	●	Next working group meeting in the new year.
Hokitika -Z-line section replacement	443,560	302,381	443,560	●	●	Final pressure testing and hook in, followed by restoration week beginning December 2022.
Hokitika Wastewater Retic CCTV	0	20,000	20,000	●	●	Budget to be used for lateral locations / confirmations. Final sheet for CCTV work ETA Feb 2023.
Kaniere Road Catchment - I&I Investigation and Provisions for	17,176	105,627	105,627	●	●	Completed.
	<b>636,989</b>	<b>6,806,982</b>	<b>6,948,161</b>			

Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>SOLID WASTE</b>						
Butlers - Intermediate capping	1,187	82,769	82,769	🟢	🟢	Underway - Westroads completing
Franz Josef - Landfill final capping	0	2,407	2,407	🟢	🟢	
Butlers New Cell/Franz Josef Waste Management	67,121	217,383	217,383	🟢	🟡	128K of funding deferred to 2023-24
Emmissions Trading - Carbon Credits	0	200,000	200,000	🟢	🟢	
Hokitika - Glass crusher, waste mimimisation equipment	12,050	100,000	100,000	🟢	🟢	
Haast Lanfill Capping	2,583	48,280	48,280	🟢	🟢	Approx March /April
Haast - Develop transfer station	0	100,000	100,000	🟢	🟡	Funding Deferred to 2023-24
Hokitika - Refuse shed 1 doors & iron replacement	19,035	12,656	20,478	🔴	🟢	
Hokitika Refuse Shed 2	23,731	10,000	23,731	🔴	🟢	
Hokitika - Waste minimisation equipment	25,808	81,048	81,048	🟢	🟢	
	<b>151,513</b>	<b>854,543</b>	<b>876,095</b>			
<b>STORM WATER</b>						
Hokitika Stormwater Mains Replacement	660	228,107	228,107	🟢	🟢	Town Belt East.
Hokitika - Pump upgrade (Sewell St)	48,167	100,000	110,654	🔴	🟢	Electrical board being delivered and installed early December
Hokitika - Kaniere Rd network pipeline	0	122,880	122,880	🟢	🟢	
Livingstone St Pump Upgrade	822,268	1,375,622	1,375,622	🟢	🟢	Manholes are on site this week. Work to re-commence 10th Jan.
Beach St SW realignment	39,567	370,631	370,631	🟢	🟢	Remaining budget is to be used to add another soak hole in Beach Street
Jollie St Extension	53,784	252,573	252,573	🟢	🟢	Contract awarded to Westroads.
Bealey St Pump Upgrade	0	20,480	20,480	🟢	🟢	
Contribution towards new developments	0	10,240	10,240	🟢	🟢	
	<b>964,446</b>	<b>2,480,533</b>	<b>2,491,187</b>			
<b>CEMETERIES</b>						
Cemetery – Hokitika Improvements	(920)	10,434	10,434	🟢	🟡	Credit relates to the reversal of an accrued Westroads June 22 invoice which has not yet been approved for payment
Cemetery - Hokitika Improvements Ashes Berm	0	20,000	20,000	🟢	🟢	
Cemetery – Hokitika tractor shed	0	10,363	10,363	🟢	🟢	Building complete. Issues with Contractor (Westroads)
Cemetery - Hokitika Upgrade and expansion	0	10,363	22,168	🔴	🟢	Drainage works planned - meeting with contractor
<b>Cemetery – Ross Berm development</b>	1,670	<b>33,090</b>	33,090	🟢	🟢	Funding Deferred to 2023-24
	<b>750</b>	<b>84,250</b>	<b>96,055</b>			
<b>SWIMMING POOLS</b>						
Swimming Pool Hokitika Refurbishment	197,825	1,614,716	149,311	🟢	🟡	Revised timeline to be developed. Funding deferred to 2023-24
Swimming Pool Ross – EQ strengthening	0	10,000	0	🟢	🟡	Funding Deferred to 2023-24
Swimming Pool Ross – Replace novalite, windows & roof ridging	0	14,783	0	🟢	🟡	Funding Deferred to 2023-24
	<b>197,825</b>	<b>1,629,499</b>	<b>149,311</b>			

Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>FACILITIES &amp; LEISURE SERVICES - OTHER</b>						
Strengthening Carnegie Building	259,658	0	271,978			Project is on schedule. To be completed by March/April 2023 Final MBIE Report is to be submitted by July.
Buildings - Carnegie building fitout	0	709,390	709,390			Funding Deferred to 2023-24
Buildings - Custom House - repile building	1,881	3,450	3,881			
Buildings - Fox house re-roof	0	26,200	26,200			Funding Deferred to 2023-24
Buildings p Fox House Insulation	0	0	0			Funding Deferred to 2023-24
Buildings - Haast Community hall	0	26,200	26,200			Refer other funded hall project
Buildings - Hari Hari house - plumbing work	0	29,169	29,169			
Buildings - Hari Hari House Insulation	0	15,360	0			Funding Deferred to 2023-24
Buildings - Pakiwaitara Earthquake structural works	1,163	450,000	620			Funding Deferred to 2023-24
Buildings - Pakiwaitara: Westland Discovery Centre fitout	0	0	0			
Buildings - Whataroa pavilion upgrade	0	2,261	2,261			Funding Deferred to 2023-24
Hokitika Heritage Park Infrastructure	0	80,000	80,000			
Franz Josef Urban Revitalisation Plan	11,454	200,000	200,000			Underway - Pushing the roading items that need addressing. 159K funding deferred to 2023-24
Franz Heliport and Carpark	174,029	188,051	201,658			Nearing completion - sealing expected next fine break.
Heritage area lighting	318	57,848	57,848			On hold, due to regional council protection works upgrade
Hokitika Rubbish Bins	0	2,024	2,024			
Hokitika lighting and banners	17,327	117,825	117,825			
Hokitika revitalisation plan	15,766	100,000	100,000			
Jacksons Bay Wharf	0	0	0			
Jacksons Bay Trailer and Boat Park	0	188,180	0			Funding Deferred to 2023-24
Visitor Services - iSite equipment replacements	0	6,072	6,072			
Paringa Conveniences (70% funded)	178,895	239,561	340,517			Toilets are in Christchurch. Installation expected end of May 2023
WCWT Northbank route	0	73,564	73,564			Project transferred to Operational. Not proceeding
Website Development & Upgrades	0	0	0			
Westland Tourism Marketing Infrastructure	0	75,000	75,000			Pablo has been contracted to prepare the Hokitika entrance signs
	660,489	2,590,155	2,324,207			

Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>PARKS &amp; RESERVES</b>						
Cass Square - Rubber matting	0	111,460	111,460	🟢	🟢	
Cass Square toilets	51,565	23,697	51,565	🔴	🟢	\$191,500 TIF (Mbie) Grant received. \$126,000 claimed to date.
Cass Square - Upgrade of Playground equipment	1,456	1,056,788	1,456	🟢	🟡	992K funding deferred to 2023-24
Cass Square - new developments	0	166,968	0	🟢	🟢	
Cass Square - new pavilion	0	76,800	0	🟢	🟢	
Cass Square - Turf Improvements	0	0	0	🟢	🟢	After Wild foods.
Cass Square Skate Park	40,216	0	40,216	🔴	🟡	Deferred to 2023-24
Playground - Ross equipment upgrades to meet standards	0	91,536	0	🟢	🟡	Community wants to build an implement shed. Pricing underway and negotiations for land purchase for the building is underway.
Playground - Whataroa equipment upgrades to meet	45,731	56,470	56,470	🟢	🟢	
Playground - Haast equipment upgrades to meet standards	0	1,536	1,536	🟢	🟢	
Playground - Kumara equipment upgrades to meet standards	0	1,536	1,536	🟢	🟢	
Reserves - Hokitika dog park	0	20,250	20,250	🟢	🟡	Funding Deferred to 2023-24
Reserves - Waterfront Development: Beach access;	282,791	407,976	451,131	🔴	🟢	Davis Ogilve has been commissioned to do the Geotech report on the beach front. Carpark is underway.
Cycle Trail - Lake Kaniere Stage 1	12,305	41,303	41,303	🟢	🟢	
Cycle Trail - Wainihini wet weather route bridge	0	320,000	0	🟢	🟡	Funding Deferred to 2023-24
Cycle Trail - Mahinapua viewing platform	0	70,000	70,000	🟢	🟢	The Geotech report has been completed.
<b>WCWT Milltown Shelter</b>	50,038	<b>67,398</b>	67,398	🔴	🟢	
Cycle Trail - Kaniere water race bridges	3,100	278,967	278,967	🟢	🟢	Materials have been ordered, Contractor to begin on site in April.
Cycle Trail - Mahinapua Boardwalks & Bridges	5,756	0	5,756	🔴	🟢	Design is being reviewed. Building consent application completed.
Cycle Trail - Minor infrastructure (shelters etc)	9,800	72,000	72,000	🟢	🟢	
Cycle Trail - Safety enhancements	0	60,000	60,000	🟢	🟢	Work to be done on the road crossings
Larrikins Road	0	0	0	🟢	🟢	Design funding approved.
WCWT Storm 2022 Repairs	33,489	0	33,489	🔴	🟢	Complete
Racecourse Dev-Master Plan-Residential	158,663	1,339,012	1,339,012	🟢	🟡	896K funding deferred to 2023-24
Racecourse Dev-Stormwater	0	0	0	🟢	🟡	
Racecourse Dev-Event Zone	0	0	0	🟢	🟢	
	<b>694,908</b>	<b>4,263,697</b>	<b>2,703,544</b>			

Project / Activity	YtD Expenses	Carry + Annual Plan	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
<b>LAND TRANSPORTATION</b>						
211 Unsealed Road Metalling	67,486	193,241	193,241	🟢	🟢	
212 Sealed Road Resurfacing	406,722	1,108,910	1,108,910	🟢	🟢	
213 Drainage Renewals	133,747	182,744	182,744	🟢	🟢	
214 Sealed Road Pavement Rehabilitation	10,753	400,000	400,000	🟢	🟢	
215 Structures Component Replacement/216 Bridge & Structures Replacement	24,594	476,052	392,683	🟢	🟢	
216 Bridge & Structure Renewals	0	500,000	500,000	🟢	🟢	
222 Traffic Services Renewals	22,951	110,730	110,730	🟢	🟢	Annual repaint and new signs added where necessary
212 SPR Sealed Road Resurfacing	0	300,000	300,000	🟢	🟢	
213 SPR Drainage Renewals	69,990	(6,828)	63,162	🔴	🟢	
214 SPR Sealed Road Pavement Rehabilitation	40,563	229,393	229,393	🟢	🟢	
215 SPR Structures Component Replacement/216 SPR Bridge & Structures Replacement	1,336	198,436	198,436	🟢	🟢	
216 SPR Bridge & Structure Renewals	0	70,000	70,000	🟢	🟢	
222 SPR Traffic services renewals	8,134	6,511	8,742	🔴	🟢	
Low Cost Low Risk - Local	211,271	295,000	295,000	🟢	🟢	
Low Cost Low Risk - SPR	62,600	2,084,475	2,084,475	🟢	🟢	Underway, resilience project being investigated
Footpath upgrades	114,593.59	(83,369)	114,593.59	🔴	🟡	Westroads is working to the agreed programme
Cron Street and Footpath Extensions (100% funded)	(1,192)	40,003	40,003	🟢	🟢	The YTD credit relates to the reversal of an over-accrual of expected costs in June 2022.
Old Christchurch Road (100% funded)	0	83,918	83,918	🟢	🟢	Application in with MBIE to reallocate some funds from Old CHCH to Cron Street
	<b>1,173,549</b>	<b>6,189,216</b>	<b>6,376,031</b>			
<b>UNBUDGETED CAPITAL EXPENDITURE</b>						
LDHQ Energy Centre	25,505	0	0	🔴	🟢	
	25,505	0	0			
<b>Total</b>	<b>6,020,660</b>	<b>31,338,731</b>	<b>28,136,396</b>			

**Note:**  
WCWT North Bank Route is not proceeding and costs to date of \$90k (fully funded) have been transferred to Operational costs

# Report to Council



**DATE:** 23 March 2023  
**TO:** Mayor and Councillors  
**FROM:** Operations Manager

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## TOTALISER BUILDING

### 1. Summary

- 1.1. The purpose of this report is to provide an update for Council on the Totaliser Building at the Hokitika Racecourse and to seek direction from Council as to the next steps on the future of the building.
- 1.2. This issue arises from the need to address the state of the Totaliser Building.
- 1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2021, which are set out in the Long Term Plan 2021 - 31. Refer page 2 of the agenda.
- 1.4. This report concludes by recommending that Council receive the report and to confirm that the building be demolished and retain specific items for Heritage Hokitika and /or the Westland Industrial Heritage Park.

### 2. Background

- 2.1. Westland Racing Club's Totalisator Building (1913) at Hokitika Racecourse relates to historical developments in horse racing in the early twentieth century that made racecourses government-sanctioned centres for gambling. The introduction of the pari-mutuel ('wagering among ourselves') totalisator to New Zealand racecourses in the 1880s presented a fair and transparent means of betting that was attractive to race-goers. This posed a threat to bookmakers who had held the monopoly on racecourse betting. The relative ease of betting also concerned anti-gambling lobby groups, and an unlikely alliance in opposition to the totalisator was formed between these two factions. A series of legislative actions in the late nineteenth and early twentieth centuries confirmed the legal status of the totalisator and vested authority over on-course betting in the racing clubs.
- 2.2. Totalisators provided racing clubs with an important stream of revenue that enabled expenditure on racecourse improvements. The Totalisator Building was the third on the Hokitika Racecourse and was designed and built following the introduction of legislation in 1910 that banned bookmakers from racecourses. Construction of the Totalisator Building and purchase of the totalisator machine was funded by the increase in revenue that followed the introduction of this legislation.
- 2.3. The original totalisator machine housed in the 1913 'tote' building was a Macdougall machine, from Christchurch totalisator manager W. H. Macdougall. In 1907 Macdougall patented his design for a polygonal totalisator house to accommodate this new machine. His duodecagonal (twelve-sided) plan with nineteen aperture windows eased congestion among punters placing bets at the tellers. Macdougall's

totalisator houses were erected at racecourses including the Christchurch Metropolitan Grounds (now Addington) and Ashburton Racecourse. The octagonal plan of the Hokitika Totalisator Building was based on the design of the Christchurch Metropolitan totalisator house, but was probably designed by Hokitika engineer and steward of the Westland Racing Club, James Chicago Macfarlane.

- 2.4. A larger manual totalisator was installed, probably in the 1960s, and modifications of the building were made to accommodate this. The Totalisator Building remains operational for the Westland Racing Club's midsummer meeting, as part of the West Coast racing circuit. The building is still used for taking bets, while totalisator operations are controlled by the TAB's computerised betting system.
- 2.5. The building has been owned and managed by the Westland Racing Association.
- 2.6. The Hokitika Racecourse was sold to the Westland District Council (including all structures) in Dec 2019.
- 2.7. The reason the report has come before the Council is due to the condition of the Totaliser Building and staff seek direction on the options included further in this report.

### 3. Current Situation

- 3.1. The current situation is that the Totaliser Building is in a state of disrepair and is structurally unsound. This has created a situation where action is required on its future state or usage. A number of conversations have been had with key stakeholders including Heritage Hokitika, Westland Industrial Heritage Park, The Westland Racing Association and Heritage NZ.
- 3.2. The Electrical Control Cabinets have already been removed from the building.

2010 State



State in 2020



#### 4. Options

- 4.1. Option 1: Demolish the building, save specific items of interest to Heritage Hokitika and remediate the site for future use.
- 4.2. Option 2: Restore the structure in full (or a proportion of).
- 4.3. Option 3: Remove the historic portion of the building and relocate it to an alternative site.

#### 5. Risk Analysis

- 5.1. Risk has been considered and the following risks have been identified:

This building is heritage listed as Category 1 and based on this we will require a resource consent to undertake any works. This may limit any future options. Based on initial conversations with Heritage NZ demolition is a potential outcome.

#### 6. Health and Safety

- 6.1. Health and Safety has been considered and the following items have been identified:

The building is currently in poor condition and therefore creates a health and safety risk to users of the facility and the public. This structure has been barricaded off to prevent risk to the public.

#### 7. Significance and Engagement

- 7.1 The level of significance has been assessed as being Medium considering the Heritage listing as Category 1 (**Appendix 4**). Consultation has been undertaken with Heritage Hokitika, Westland Industrial Heritage Park, The Westland Racing Association and Heritage NZ.

#### 8. Assessment of Options (including Financial Considerations)

- 8.1 **Option 1** - Demolish the building, save specific items of interest for Heritage Hokitika, and remediate the site for future use.

- 8.1.1 The financial implications to this option are costed at approximately \$60,000 – this will cover the cost demolition and to enable the recovering of items for Westland Industrial Heritage Park and/or Heritage Hokitika. This price is estimated only and would need to be confirmed with contractors.

This funding for this works will be made available from the Westland Racing Association reserves.

- 8.1.2 Option 1 has been supported by the President of the Westland Racing Club Association as confirmed in minutes as per attached **Appendix 1**.

- 8.1.3 Attached as **Appendix 2** is an options pricing estimate from Trademark Construction.

- 8.1.4 **Appendix 3** is a building assessment from the Council Building Inspector which includes photos of the building and outlines the building condition.

- 8.2 **Option 2**: Relocate the structure and rebuild a portion of it elsewhere on the site.

This option is not a preferred option as the cost is prohibitive. The remediation would be extensive, and the final product would be more of a replica than contain any of the original facade.



The financial implications to this option are very excessive as it has been costed in the vicinity of \$395,000 (GST exclusive). This is an estimate received in 2021 so we would expect increase in both material and labour. If this option is undertaken, it would need to be via a tender process.

### 8.3 **Option 3:** Remove the historic portion of the building and relocate it to an alternative site.

This option is not a preferred option due to the cost increase of Option 2. The cost of this option is would be approximately \$465,000 (GST exclusive). This price is also based on an estimate received last year. An additional site would have to be identified for the placement of this item and is not currently budgeted.

## 9. Preferred Option and Reasons

9.1 The preferred option is **Option 1** which is to demolish the building and save specific items of interest for Heritage Hokitika and/or the Westland Heritage Industrial Park and remediate the site for future use. The costs to demolish the building recover the items for display purposes at the Westland Industrial Park has been estimated at \$60,000. Prices would need to be reconfirmed with affected contractors. There is funding available for the works required on the site.

The reason that Option 1 has been identified as the preferred option is due to the condition of the building and the recommendation from Heritage Hokitika and the excessive costs of Options 2 and 3.

## 10. Recommendation(s)

10.1. That the report be received.

10.2. That the Council confirm that the demolition of the Totaliser Building is the preferred option and continue to liaise with Heritage Hokitika and the Westland Industrial Heritage Park on the removal of items of local interest within the building and remediate the site.

**Erle Bencich**  
**Operations Manager**

**Appendix 1:** Westland Racing Club  
**Appendix 2:** Options Analysis and Initial Pricing  
**Appendix 3:** Report from Council Building Inspector  
**Appendix 4:** Heritage NZ Listing

# APPENDIX 1

## **Minutes of Special General Meeting of the Westland Racing Club held in the President's Room at the Hokitika Racecourse on Wednesday 17<sup>th</sup> October 2012 at 7.30pm**

Present: J Englefield, D Englefield, D McMillan, J Anderson, B & L Baird, A Olsen, H Keenan, A Bradley, J Taggart, M Geer, K Watson, J Wood, A Reid, N Johnsen, D Ford and C Stevenson.

Apologies: J Keenan, T Thorn, D Webster B Baird/J Taggart *Carried*

Resolved that: we do not proceed with the Totalisator Restoration.

J Englefield/A Bradley *Carried*

Agreed that we would not stand in the way of any group that wished to raise funds for the restoration. J Wood said we only have ourselves to blame for the state of the building by allowing the building to deteriorate while the Historic Places Trust has been involved.

## APPENDIX 2

### **RESTORATION OF TOTE – PRESIDENT’S OPINION**

For the past three years as President of the Westland Racing Club, I have bore witness to opinions been given on the possible restoration of the Tote building. I think everybody is well aware of the dissention this matter has caused. After much deliberation of all the opinions and without getting into the facts in too much detail I now feel that the time has come for me to emit my opinion.

I am aware that there are people that have been focused and working hard on sourcing the money required for the restoration of the Tote. However, there is a lot of hard work that is carried out by others, such as mowing and drainage of the racing track, and maintaining the course on a whole. This work is done on an on going basis.

The money required for the general maintenance of the course is also on going. Other issues arise. Currently, the repairing of stabling blocks with some being in a state of semi-disrepair, repairing of fencing and installing of water troughs on the inside of the track. In fact, the list seems to be never ending. Our finances are not.

To me, the maintenance of the course ensuring that all is compliant so that racing can continue, as well as the protection of the Club’s financial security, are where my main priorities lie.

The Westland District Council has declared our grandstand a potential earthquake risk and recommended an engineers report. We will need to conserve funds for possible replacement of judges and camera boxes, jockey rooms and strengthening work.

My suggestion for the site of the Tote if restoration does not proceed:

I can envisage beside the site on race day, a marquee as well as a portable Tote hired from the TAB, with all of the requirements and information necessary for betting. As at this year’s race meeting, 32% of the on-course betting was achieved through a few of the current Tote windows, the above suggestion to me would be all that is required. This would be an attractive area for the on-course

punters as well as being a less of a financial commitment to the Club, than that of the restoration of the Tote.

Due to the time that has lapsed since first receiving the building quotes for the restoration of the Tote, it has seen them have an increase of 5%. The above suggestion for the current Tote site would eliminate all building costs.

As the Grandstand, Presidents Room, Jockey Rooms, and the Buller West Coast Racing Offices are the only areas currently insured, there will be an increase of our annual insurances when the Tote is incorporated, without even taking into consideration the marked increase of premiums in general, since the Christchurch earthquakes. Also in order to receive the Lottery Grant, they have stipulated that we need to install fire sprinkler systems in the Tote. With the extra cost for the installation of the fire sprinkler systems and their yearly maintenance as well as the increase of annual insurance premiums, I do not think it justifiable to be throwing money at insurances for the sake of one day of racing a year. The above suggestion for the current Tote site will mean we can keep our insurance costs to a minimum.

If we were to race 5 – 6 times a year at our course, I would probably be in favour for the restoration of the Tote. It is however only used once a year for 5-6 hours!

The Tote is not necessary for storage or any other purpose.

The Tote is tucked away at the Hokitika racecourse so would this encourage tourists to visit the tote and if so, what benefit would that be to the Westland Racing Club.

As it is difficult enough to get people to the racecourse on race day, would a restored Tote encourage more on course punters. I am in doubt.

How long will we be racing for. With rules and regulations made by the powers that be, and being down to one day of racing a year, not to mention the threat of deferred race days due to weather as what happened this year, all combine to make it hard for Clubs like ours. This results in greatly stretching our finances, as you will see

by our financial report. Our financial situation is to be of upmost consideration at all times.

This year the four West Coast Clubs require new starting gates, which are being shipped from Aussie. This is another financial concern to our Club but one that is necessary for racing. What is more important to the future of racing in Hokitika – starting gates or the restoration of the Tote.

Less and less members are attending our Committee meetings. I wonder why? It seems like I am a rugby referee on Committee nights, and if the tone of the meetings does not change, I believe we will see less members attending in the future.

I want to get on with trying to run a racing club, making it financially viable, having a track that we can all be proud of, improving the numbers of on course punters, keeping those punters as well as the members of the committee happy and where we are all working together to ensure the future of racing in our great little circuit and great little town. With the dispute that the restoration of the Tote has caused over the last three years, this has made my role as President and the goals I want to achieve, very difficult. It has also, at times, made me question my willingness to stand again for re-election as President of the Club.

As President of the Westland Racing Club, my opinion, based on my priorities of ensuring the future of racing and financial security of our Club, is to not proceed with the restoration and to not carry the matter on any further.

Put one final nail in the dear old girl and move on.

My opinion is final and is not open to discussion.

I propose to move a motion at the Special Meeting that we do not proceed with the repair and restoration of the Totalisator Building.

**JOHN ENGLEFIELD  
PRESIDENT WESTLAND RACING CLUB**

## **WRC TOTE**

In 2012 a special meeting of the Members of the WRC was held to make a decision on the restoration of the old totalisator building. When put to a vote one person voted for restoration and one abstained the rest were not in favour of the restoration and it did not go ahead.

The reasons for not going ahead that the WRC had other commitments to spend money on such as maintaining the track , buying a share in new starting gates, repairing the stables and the list went on.

There were very few windows used in the tote and only 32 percent of betting was done there, its main use was the power for the racecourse was in it and the tote used it for their banking for raceday so all that was needed was a small utility building. At this time TAB caravans were becoming a popular as a tote. They were supplied by the TAB just for the day. The majority at the meeting wanted to move forward with the times and utilise this service.

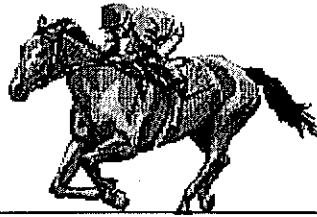
I am sure there are a lot more significant buildings in the Westland area that deserve to have money spent on them. Furthermore, as we discussed at our meeting the tote is tucked away at the racecourse and would most likely be of know value to tourists etc. Also I personally think the council would have more pressing things to spend ratepayers money on. I would like to see the tote ribbons saved and put somewhere like the Heritage Park as this would be the only unique part of the building

Julie Taggart

President WRC

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Mobile: 027 656 9409  
Email: bwcracing@xtra.co.nz

Notice is hereby given of a Special meeting of Members of the Westland Racing Club to be held in the President's Room at the Hokitika Racecourse on

**WEDNESDAY 17<sup>TH</sup> OCTOBER 2012 at 7.30pm**  
**PRIOR TO THE AGM**

## 1. Business

### To make a decision on the future of the totalisator building

#### Donations received

Westland Sportsmen's Club	12,496.52
Air Rescue Services Ltd (Railway Hotel)	2,000.00
Anonymous	503.48
Total Donations received	\$15,000.00

#### Donations pledged

NZ Lotteries Board	120,715.00
Heritage Hokitika Inc	5,000.00
Anonymous	10,000.00
Total Donations pledged	\$135,715.00

**Total Donations received or pledged \$150,715.00**

The NZ Lotteries Board grant is conditional on us providing insurance and fire protection.

#### Costs to Restore Totalisator

ABE Enterprises quote for building repair	\$206,138.00 gst inclusive (\$179,250.44 gst exclusive)
Ian Bowman Architect oversee repair	estimate \$5,000.00 upwards
Fire Protection	estimate \$20,000.00 upwards
Insurance (Our Broker unable to insure pre 1935 building)	
Restoration of ribbon tote	estimate \$20,000.00 upwards
<b>Total Cost to restore totalisator</b>	<b>\$224,250.00 upwards</b>

Colin Stevenson  
Secretary

**From:** John Hastie <[john@trademarknz.com](mailto:john@trademarknz.com)>  
**Date:** Monday, 27 June 2022 at 11:32 am  
**To:** Samuel Blight <[samuelb@bitsandbytes.co.nz](mailto:samuelb@bitsandbytes.co.nz)>  
**Subject:** Totaliser Building

Hi Samuel

### **Westland Racecourse Totaliser Building**

Please see below our estimates for the various options for the Totaliser building. Please note this estimate based on our observation and discussions with other key personnel, however we have not consulted with either Architect's or Engineer's in providing this estimate.

We looked at three options;

- 1 Renovate without moving the building
- 2 Move the building to a differing position on the Racecourse property and renovate
- 3 Re-locate the building to another site within a relatively short distance and renovate

Estimate pricing for the above options

- |   |               |
|---|---------------|
| 1 | \$ 265 000.00 |
| 2 | \$ 395 000.00 |
| 3 | \$ 465 000.00 |

General comments / clarifications to be read in conjunction with this estimate.

- All prices are GST exclusive
- No consent or design fees allowed
- Moving off-site would require a survey of the site and route
- Renovation work to include;
  - Deconstruction of dilapidated parts of the structure
  - Replacing the roof
  - Replace spouting and down pipes
  - Replacing rotten cladding
  - Replace rotten framing with native timber framing
  - New piling
  - Remove concrete floor and replace with native timber floor
  - Paint exterior of building
  - Construction Management
  - Health & Safety



Should you wish to discuss this further please don't hesitate to contact me.

Best regards

**John Hastie**  
Managing Director

Mobile 021 973 657

70 McTeigue Rd  
Christchurch  
Ph 03 344 1002

Unit 5, 69 Kaiwharawhara Road  
Wellington  
Ph: 04 915 2775

PO Box 16963 Chch 8441



## APPENDIX 3

13<sup>th</sup> January 2022

### Inspection of Race Course 'Tote' Historic Building

To whom it may concern.

On the 22<sup>nd</sup> December 2021, I inspected the 'Tote' Historic building at the Hokitika Racecourse for assessment of the structural integrity and viability of re-locating and/or restoration options.

The building as it stands has severe distortion in the floor/foundation levels, which has transferred to the structural elements within the building and associated claddings.

The verandahs as shown in the photos below are collapsing and do not demonstrate structural or durability requirements to be salvaged.

The main building exterior and interior structural framing shows signs of severe deterioration (wet rot/borer damage/structural distortion).

I noted that there have been multiple additions that do not match the construction type, built on to the original structure, which will make relocation or attempted transportation of the building very difficult without removing these structures and rebuilding with new materials.

In conclusion a structural repair/restoration and/or relocation of this building would be seen to be very technically challenging to achieve compliance with modern Building Code requirements, and may be financially disagreeable to repair, preserve and/or transport offsite.

**Note:** However, aspects of this structure which hold historic value, (tote windows, racing scoreboard/signage etc) may be deconstructed or salvaged for the likes of a museum display or to add to the construction of a smaller more practical structure for historic display.

Regards.

Andrew Gilmore

Building Control Officer

Westland District Council





Photos taken 9:00a.m - 22<sup>nd</sup> December 2021

## List Entry Information

### Overview

### Detailed List Entry

#### Status

Listed

#### Access

Private/No Public Access

#### Date Entered

4th April 2010

#### City/District Council

Westland District

#### List Entry Status

Historic Place Category 1

#### List Number

9249

#### Date of Effect

4th April 2010

#### Region

West Coast Region

#### Extent of List Entry

Extent includes part of the land described as Sec 4053 Town of Hokitika (RT 275558), Westland Land District, and the building known as the Totalisator Building and its fittings and fixtures and the following chattel: totalisator machines. (Refer to map in Appendix 1 of the registration report for further information).

#### Legal description

Sec 4053 Town of Hokitika (RT 275558), Westland Land District

#### Location Description

Hokitika Racecourse (entrance, 6 Dalton Street).

# Report to Council



**DATE:** 23 March 2023  
**TO:** Mayor and Councillors  
**FROM:** Chief Executive

---

## Agreement – Hokitika Rating District Joint Committee

### 1. Summary

- 1.1. The purpose of this report is to endorse the proposed changes to the Hokitika Seawall Joint Committee agreement as requested by the West Coast Regional Council (WCRC).
- 1.2. This issue arises due to the fact that the Hokitika Seawall Joint Committee agreement was not updated following the rating district review by the WCRC during the last Long Term Plan process.
- 1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2021, which are set out in the Long-Term Plan 2021 - 2031. Refer page 2 of the agenda.
- 1.4. This report concludes by recommending that Council endorses the proposed changes to the joint committee agreement and that Mayor Lash, Cr Cassin, and Cr Phelps be appointed to the committee.

### 2. Background

- 2.1. Clause 30A of Schedule 7 of the Local Government Act 2002 requires Councils, where they wish to form a joint committee, to first have an agreement with every other local authority or public body who will have members on the committee.
- 2.2. The Council has a current Joint Agreement with WCRC dated 8 December 2017 (Appendix 1) which forms the basis for the existing Hokitika Seawall Committee. This committee was established to jointly manage each Council's responsibilities in relation to the Hokitika seawall and protection works
- 2.3. Since the agreement was drafted in 2017 there have been changes that have resulted in a need to revisit the Joint Agreement:
  - 2.3.1. In 2020 WCRC consulted on extending the seawall to provide better protection for the residents and central business district.
  - 2.3.2. The Council has also merged the Kaniere and Hokitika Rating Districts and extended the boundary of the rating district area, following consultation with each affected community (see Appendix 2).
  - 2.3.3. Infrastructure Resilience Group (IRG) funding applications have been successful in securing funds towards the costs of proposed erosion and flood protection works for both the foreshore and Hokitika River.

### **3. Current Situation**

- 3.1. The agreement has undergone considerable change compared with the 2017 version, and is attached as Appendix
- 3.2. The significant areas of changes are the following:
  - 3.2.1.1. WDC shall appoint the Mayor for Westland plus two elected Councillors to the Joint Committee. Currently WDC has five members appointed to the committee through the new formation of the Triennium appointments process. The agreement is based on equal representation of councillor representation between WDC and WCRC.
  - 3.2.1.2. The inclusion of either the chairs, or their representatives, of Te Rūnanga O Ngāti Waewae and Te Rūnanga O Makaawhio. This is to ensure we honour the partnership agreements that are in place between the governance bodies.
  - 3.2.1.3. There will be two meetings held per year – one in October / November to ensure WCRC have identified future capital / maintenance requirements for budgeting purposes and the second March / April to monitor progress any activity/projects currently underway or proposed.
- 3.3. WCRC is in consultation with Te Rūnanga O Ngāti Waewae and Te Rūnanga O Makaawhio as intended parties to the agreement.
- 3.4. Included in the new agreement are a number of key strategic partners that have been identified.
- 3.5. The Terms of Reference also need to be updated to reflect the current rating district boundaries, as it was not updated following the adoption of the WCRC Long Term Plan 2021-2031.

### **4. Options**

- 4.1. Option 1: Endorse the proposed changes
- 4.2. Option 2: Request further amendments
- 4.3. Option 3: Do not endorse

### **5. Risk Analysis**

- 5.1. Risk has been considered and the following risks have been identified if Council does not endorse the amendments:
  - 5.1.1. Compliance risk
  - 5.1.2. Environmental risk
  - 5.1.3. Reputational risk

### **6. Health and Safety**

- 6.1. Health and Safety has been considered and no items have been identified.

### **7. Significance and Engagement**

- 7.1. The level of significance has been assessed as being low as there is a statutory requirement for the WCRC to consult with affected parties via regulatory processes e.g., via a resource consent for any changes to protection works prior to implementation.
- 7.2. No public consultation is considered necessary at this stage.

### **8. Assessment of Options (including Financial Considerations)**

- 8.1. **Option 1** – Endorse the proposed changes.

8.1.1. It is proposed that the Agreement is updated to provide for Rūnanga representation on the Joint Committee, and to ensure it provides an effective platform for liaison and collaboration on flood and erosion protection projects within the new Rating District area. Updating the Terms of Reference will enable effective governance oversight and facilitate the provision of informed recommendations to each Council in exercising their respective functions.

8.1.2. No financial implications have been identified.

## 8.2. **Option 2** - Request further amendments

8.2.1. Council may request further amendments. This agreement has been reviewed by staff and Her Worship the Mayor prior to bringing the final draft to Council for endorsement. If, however, Council requires further amendment then this will require the WCRC to confirm with their elected members at their next scheduled meeting.

8.2.2. No financial implications have been identified

## 8.3. **Option 3** – Do not endorse

8.3.1. This is not recommended as the former agreement is not representative of the new Hokitika Rating District and based on the current scope of influence does not oversee the impacts of the Hokitika River Protection works. Choosing not to endorse an updated agreement increases Council's risks, which would have to be managed in an alternative way.

## 9. Preferred Option(s) and Reasons

9.1. The preferred option is Option 1 – Endorse the proposed changes.

9.2. The reason that Option 1 has been identified as the preferred option is that updates the agreement to include all ratepayers that are contributing to the new rating district that was adopted via the WCRC LTP.

9.3. The agreement is also enhanced by the inclusion of Iwi partners into the oversight of the protection works.

9.4. The agreement also stipulates that a higher degree of cooperation by formalising the requirement of at least two meetings per calendar year

9.5. It highlights the areas of responsibility for both WCRC and WDC

## 10. Recommendation(s)

10.1. That the report be received.

10.2. That Council endorses the proposed Hokitika Rating District Joint Committee Agreement March 2023.

10.3. That Council appoints Mayor Lash, Cr Cassin and Cr Phelps as the Westland District Council committee members.

**Simon Bastion**  
**CHIEF EXECUTIVE**

**Appendix 1:** Hokitika Seawall Agreement December 2017

**Appendix 2:** Map of Hokitika Rating District

**Appendix 3:** Hokitika Rating District Joint Committee Agreement March 2023 DRAFT



**THE WESTLAND DISTRICT COUNCIL**

**THE WEST COAST REGIONAL COUNCIL**

# **Hokitika Seawall Joint Agreement**



THIS DEED is made this 8 day of December 2017

## **PARTIES**

**THE WESTLAND DISTRICT COUNCIL ("WDC")**

**THE WEST COAST REGIONAL COUNCIL ("WCRC")**

## **BACKGROUND**

- A. The WDC is empowered by Sections 12 and 130 of the local Government Act 2002 to manage stormwater and amenity issues within its district; and
- B. The WCRC is empowered by Section 126 of the Soil Conservation and Rivers Control Act 1941 to take such steps as are necessary for the prevention of damage by floods; and
- C. Both Councils are empowered by the Local Government (Rating) Act 2002 to raise the funds necessary to carry out their respective functions; and
- D. Both Councils are empowered by Section 12 and Section 30 of Schedule 7 of the Local Government Act 2002 (also clause 30 and 30A of schedule 7) to enter into joint agreements and form a joint committee in order to co-ordinate the management of overlapping functions.
- E. The 650m Hokitika Seawall, constructed in 2013, will require ongoing maintenance. The WCRC has prepared an asset management plan to maintain the seawall structure and groynes.
- F. The Seawall structure is located on legal road, being land administered by WDC.
- G. The groynes north of the seawall are being transferred by the District Council to the Regional Council. Their ongoing maintenance from 2015 will be managed by the regional council.
- H. Both Councils wish to record the terms of this agreement to jointly manage the maintenance of the Hokitika foreshore area and its sea protection works.

## **DEED/AGREEMENT**

- 1. The Hokitika Seawall Joint Committee (the committee) comprises of three Persons representing each of the two Councils, with the function of co-ordinating the WCRC seawall maintenance and groyne maintenance activities, with WDC activities.
- 2. The committee shall have its membership appointed from time to time as each parent Council may determine, and shall meet and regulate the conduct of its own business as it sees fit.
- 3. The Chair shall be the most senior WCRC elected representative present.
- 4. The committee shall use the current standing orders of the West Coast Regional Council, noting that the committee wishes to achieve consensus decisions, wherever possible.



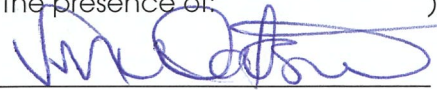
5. This agreement may be amended at any time, on request by either council, but such amendments will only take effect once both parent councils have formally received and adopted those changes sought.
6. The committee shall not have any funding or rate setting authority. Such decisions shall be the responsibility of the two parent Councils.
7. Each year the committee shall ascertain what the work and budget requirements will be for the coming year and make a recommendation to each parent Council for annual planning and action.
8. Without limiting the ability of the committee to recommend the most appropriate arrangements for works and funding, the WDC shall be responsible for all works and funding relating to:
  - 8.1 Amenity management, including grass sowing & mowing, any gardening, beautification, and public access management;
  - 8.2 Stormwater management, including maintenance of drainpipes and their operation.
9. Without limiting the ability of the committee to recommend the most appropriate arrangements for works and funding, the WCRC shall be responsible for all works and funding relating to:
  - 9.1 The maintenance and repair of the structural integrity of the 650m seawall;
  - 9.2 Management of the groyne field to the north of the seawall.
10. If new erosion were to occur between the river mouth and the seawall, the management of the foreshore between the seawall and the Hokitika River will be a joint responsibility of the two councils.
11. The WCRC has constituted a Hokitika Seawall Rating District and reserves the right to raise such funds as it may need to carry out its functions under clause 9 and 10 above from this source.
12. The WDC will fund the performance of its functions under clause 8 above from such sources that are available that it may determine.



**SIGNATURES**

SIGNED by )  
**THE WESTLAND DISTRICT COUNCIL** )  
by its authorised signatory )  
in the presence of: )

  
\_\_\_\_\_  
Authorised Signatory

  
\_\_\_\_\_  
Witness signature

VANESSA WATSON  
Witness name

BUSINESS SUPPORT OFFICER  
Witness Occupation

HOKITIKA  
Witness Town of Residence

SIGNED by )  
**THE WEST COAST REGIONAL COUNCIL** )  
by its authorised signatory )  
in the presence of: )

  
\_\_\_\_\_  
Authorised Signatory

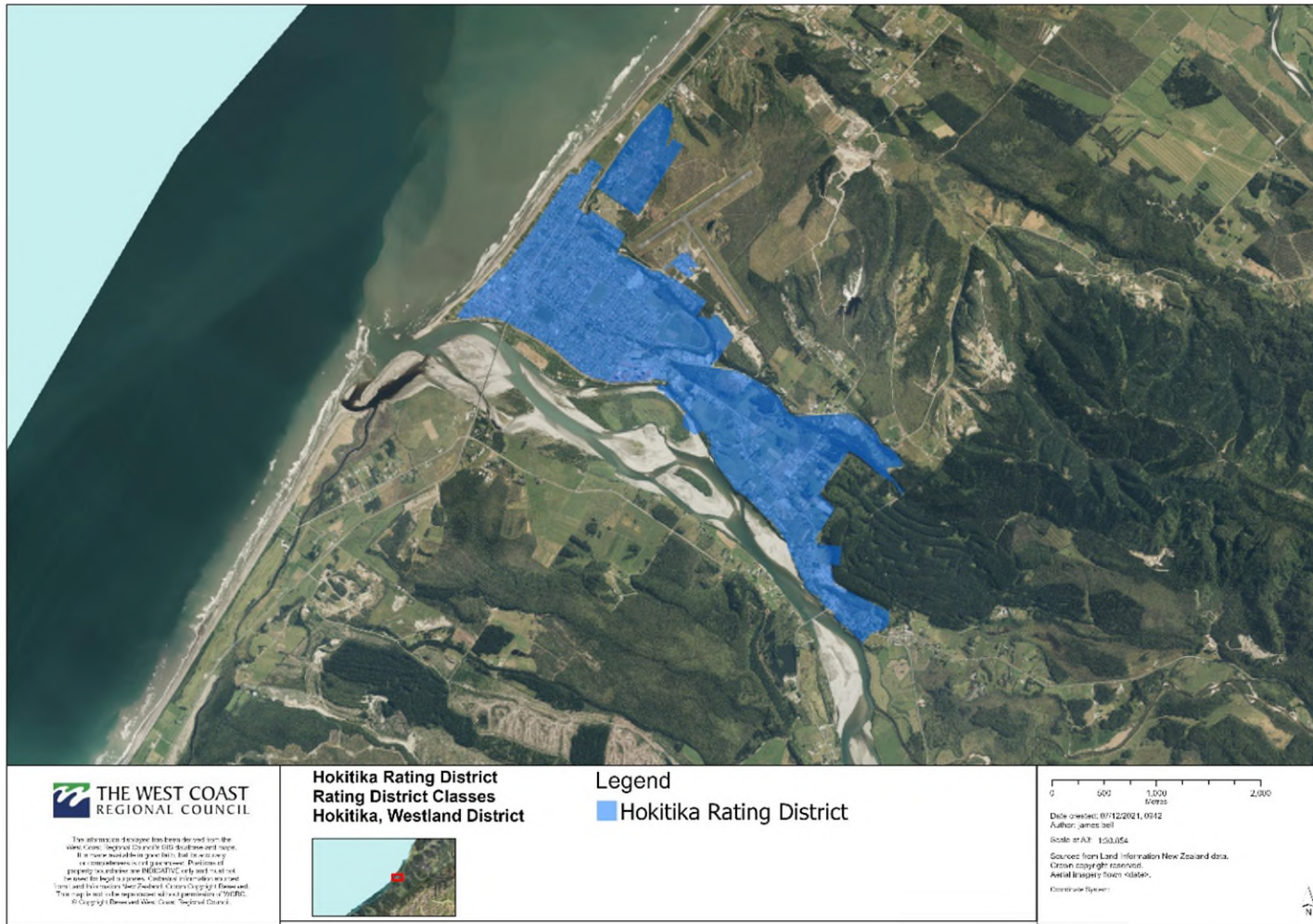
  
\_\_\_\_\_  
Witness signature

Patricia Jellison  
Witness name

Executive Assistant  
Witness Occupation

Greymouth  
Witness Town of Residence

**Attachment 2 –map of Hokitika Rating District**





# Hokitika Rating District Joint Committee Agreement

**Draft**

8 December 2017  
Updated March 2023

	Date	
Primary Agreement	8 December 2017	
Amendment to include updated Rating District area and works	February 2023	Preliminary amendments drafted
		Revised Agreement adopted by WCRC
		Revised Agreement adopted by WDC

This Agreement is made this 8<sup>th</sup> day of December 2017, and updated on \_\_\_\_\_ 2023.

## **PARTIES**

WESTLAND DISTRICT COUNCIL (“WDC”)

WEST COAST REGIONAL COUNCIL (“WCRC”)

TE RŪNANGA O NGĀTI WAEWAE (“NGĀTI WAEWAE”)

TE RŪNANGA O MAKAAWHIO (“MAKAAWHIO”)

## **AGREEMENT**

### **BACKGROUND**

- A. The WDC is empowered by Sections 12 and 130 of the Local Government Act 2002 to manage stormwater and amenity issues within its district; and
- B. The WCRC is empowered by Section 126 of the Soil Conservation and Rivers Control Act 1941 to take such steps as are necessary for the prevention of damage by floods; and
- C. Both Councils are empowered by the Local Government (Rating) Act 2002 to raise the funds necessary to carry out their respective functions; and
- D. Both Councils are empowered by Sections 12 and 137 and clauses 30 and 30A of Schedule 7 of the Local Government Act 2002 to enter into joint agreements and form a joint committee to co-ordinate the management of overlapping functions; and
- E. Both Councils wish to record the terms of this agreement to jointly manage the maintenance of the Hokitika foreshore and river area and the sea and river protection works for the Hokitika Rating District and community.

### **STRUCTURE AND OPERATION OF THE COMMITTEE**

1. WCRC shall appoint three elected Councillors to the Joint Committee, being two Councillors from the Westland constituency and the Chair of WCRC. If the Chair of WCRC is from the Westland constituency, then the third Councillor will be appointed from another constituency.
2. WDC shall appoint the Mayor for Westland plus two elected Councillors to the Joint Committee.
3. Te Rūnanga O Ngāti Waewae shall be represented on the Joint Committee by the Chair of Te Rūnanga O Ngāti Waewae or a representative delegated by the Chair.
4. Te Rūnanga O Makaawhio shall be represented on the Joint Committee by the Chair of Te Rūnanga O Makaawhio or a representative delegated by the Chair.



5. The committee may co-opt additional members on to the Joint Committee from time to time, as it sees fit. Any members co-opted under this clause will have full speaking rights but shall not be entitled to vote.
6. The committee shall meet and regulate the conduct of its own business as it sees fit.
7. The Chair shall be the Chairperson of the WCRC.
8. In the absence of the Chair, a Deputy Chair may be appointed by the committee to act as Chair.
9. Unless otherwise specified in this Agreement, the committee shall use the current standing orders of the WCRC, noting that the committee wishes to achieve consensus decisions wherever possible.
10. Clause 19.3 of the WCRC Standing Orders (December 2022) shall apply to this committee. This provides that, in relation to this committee, the chairperson, or any other person presiding at a meeting, has a deliberative vote and, in the case of an equality of votes, has a casting vote.
11. A quorum of the committee shall be not less than four members and must include one or more members from each of the two Councils (one or more from WCRC and one or more from WDC). Attendance of non-voting members co-opted under clause 5 of this Agreement shall not count towards a quorum.
12. Meetings shall be held bi-annually (twice a year) or as otherwise agreed by the committee.
13. WCRC shall act as secretariat.
14. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987, and will be undertaken by the secretariat.
15. Minutes of all Joint Committee meetings shall be provided to the next meeting of the respective Councils.

## **TERMS OF REFERENCE AND DELEGATIONS**

16. Each year the committee shall ascertain what the work and budget requirements will be for the coming year and make a recommendation to each parent Council for annual planning and action.
17. The committee shall not have any funding or rate setting authority. Such decisions shall be the responsibility of the two parent Councils.
18. The committee's role is to review the annual work plan provided to it by the WCRC and WDC, receive and consider any independent expert advice, and make informed recommendations to the respective Councils for the final decision. The committee may also make recommendations to the Councils regarding:
  - Commissioning independent expert reports; and

- Undertaking public consultation on boundary changes, major capital works and other areas of significant public interest.

Both Councils will consider any recommendations of the committee in making any decisions on the above.

19. Without limiting the ability of the committee to recommend the most appropriate arrangements for works and funding, the WDC shall be responsible for all works and funding relating to:
  - Amenity management, including grass sowing and mowing, any gardening, beautification, and public access management;
  - Management and maintenance of WDC assets;
  - Stormwater management in the normal course of business, including maintenance of drain pipes and their operation.
20. Without limiting the ability of the committee to recommend the most appropriate arrangements for works and funding, the WCRC shall be responsible for all works and funding relating to:
  - The maintenance and repair of the structural integrity of flood protection assets and structures managed under WCRC Asset Management Plans;
  - The provision of flood warning advice for CDEM activities for the Hokitika River;
  - Ownership of the floodwalls as identified in WCRC Asset Management Plans;
  - Ensuring resource consent conditions held by WCRC are given effect to.
21. WCRC agrees to consult with WDC prior to any works being undertaken to upgrade or modify the Hokitika Seawall and Hokitika River protection works that impact WDC infrastructure.
22. The WCRC has constituted a Hokitika Rating District and reserves the right to raise such funds as it may need to carry out its functions under clause 20 above from this source.
23. The WDC will fund the performance of its functions under clause 19 above from such sources that are available that it may determine.

## **VARIATION OF THIS AGREEMENT**

24. This agreement may be amended at any time, on request by either Council, but such amendments will only take effect once both parent Councils have formally received and adopted those changes sought.

**SIGNATURES**

SIGNED by

**WESTLAND DISTRICT COUNCIL**

In the presence of:

\_\_\_\_\_  
by its authorised signatory

\_\_\_\_\_  
Witness signature

\_\_\_\_\_  
Witness name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Town of Residence

SIGNED by

**WEST COAST REGIONAL COUNCIL**

In the presence of:

\_\_\_\_\_  
by its authorised signatory

\_\_\_\_\_  
Witness signature

\_\_\_\_\_  
Witness name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Town of Residence

SIGNED by

**TE RŪNANGA O NGĀTI WAEWAE**

\_\_\_\_\_  
by its authorised signatory

In the presence of:

\_\_\_\_\_  
Witness signature

\_\_\_\_\_  
Witness name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Town of Residence

SIGNED by

**TE RŪNANGA O MAKAAWHIO**

\_\_\_\_\_  
by its authorised signatory

In the presence of:

\_\_\_\_\_  
Witness signature

\_\_\_\_\_  
Witness name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Town of Residence