

A G E N D A

Ordinary Council Meeting

**Council Chambers,
36 Weld Street
Hokitika**

**Thursday 23 November 2017
commencing at 11.00 am**

His Worship the Mayor R.B. Smith
Deputy Mayors Cr H.M. Lash and Cr L.J. Martin
Crs D.L. Carruthers, R.W. (G) Eatwell, D.M.J. Havill ONZM,
J.A. Neale, G.L. Olson, D.C. Routhan.



ORDINARY COUNCIL MEETING

AGENDA FOR AN ORDINARY MEETING OF THE WESTLAND DISTRICT COUNCIL, TO BE HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 23 NOVEMBER 2017 COMMENCING AT 11.00 AM

17 November 2017

COUNCIL VISION

Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.

This will be achieved by:

- Involving the community and stakeholders.
- Delivering core services that meet community expectations and demonstrate value and quality.
- Proudly promoting, protecting and leveraging our historic, environmental, cultural and natural resource base to enhance lifestyle and opportunity for future generations.

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 meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

Health & Safety Snapshot

	Accidents	Incidents	Near Misses
December 2016	0	0	0
January 2017	0	0	0
February 2017	0	0	1
March 2017	0	0	0
April 2017	0	0	0
May	0	0	0
June 2017	0	0	0
July 2017	0	1	0
August 2017	0	2	0
September 2017	0	2	0
October 2017	1	1	0
To the 17 November 2017	0	0	0

1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER:

1.1 Apologies & Leave of Absence

1.2 Interest Register

2. CONFIRMATION OF MINUTES:

2.1 Ordinary Council Meeting – 26 October 2017

Pages 6-16

2.2 Extraordinary Council Meeting – 31 October 2017

Pages 17-18

3. PRESENTATION TO COUNCIL:

3.1 Civil Defence and Emergency Management:

12 noon - Mark Crowe, John Lovell, Claire Brown will be in attendance.

Morning Tea from 10.30 am to 11.00 am

Lunch from 12.30 pm to 1.00 pm.

4. ACTION LIST:

The Action List is attached.

Pages 19-22

5. REPORTS FOR DECISION:

- | | | |
|-----|-------------------------------------------------|-------------|
| 5.1 | <u>CCO Amalgamation – Statement of Proposal</u> | Pages 23-36 |
| 5.2 | <u>Projects and Carry Forwards 2017-2018</u> | Pages 37-47 |
| 5.3 | <u>Transfer of Land for Management Purposes</u> | Pages 48-50 |

6. REPORTS FOR INFORMATION:

- | | | |
|-----|---------------------------------------------|-------------|
| 6.1 | <u>Planning Update Through October 2017</u> | Pages 51-57 |
|-----|---------------------------------------------|-------------|

7. ITEMS FOR DISCUSSION:

- | | | |
|-----|----------------------------------------------------|-------------|
| 7.1 | <u>Inspiring Stories – Backing New Zealanders.</u> | Pages 58-65 |
|-----|----------------------------------------------------|-------------|

8. MATTERS TO BE CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION':

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

- | | |
|-----|-------------------------------------------------------------------------------|
| 8.1 | <u>Confidential Minutes – 26 October 2017</u> |
| 8.2 | <u>Contract 2017-18-06 Resealing of Carriageways (Chip Seal) Approval</u> |
| 8.3 | <u>Community Nominations to the Creative Communities Assessment Committee</u> |

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.	Minutes/ Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
8.1	Confidential Minutes – 26 October 2017	Confidential Minutes	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
8.2	Contract 2017-18-06 – Resealing of Carriageways (Chip Seal) Approval	Confidential Report	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
8.3	Community Nominations to the Creative Communities Assessment Committee	Confidential Report	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)

**Date of next Ordinary Council Meeting – 14 December 2017
to be held in the Council Chambers, 36 Weld Street, Hokitika**

MINUTES OF AN ORDINARY MEETING OF THE WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 26 OCTOBER 2017 COMMENCING AT 9.00 AM

1 MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER

1.1 Members Present

His Worship the Mayor R.B. Smith (Chair)

Deputy Mayors Crs H.M. Lash and L.J. Martin

Crs D.L. Carruthers, R.W. (G) Eatwell, D.M.J. Havill (ONZM), J.A. Neale, G.L. Olson, Cr D.C. Routhan.

Apologies – Extraordinary Council Meeting: 31 October 2017

Cr Eatwell and Cr Carruthers tendered their apologies for the Extraordinary Council Meeting on the 31 October 2017.

Moved Deputy Mayor Martin, seconded Cr Havill and **Resolved** that the apologies from Cr Eatwell and Cr Carruthers for the Extraordinary Council Meeting on the 31 October 2017 be received and accepted.

Also in Attendance:

R.F. Reeves, Chief Executive; D. Inwood, Group Manager: District Assets; L.A. Crichton, Group Manager: Corporate Services; J.D. Ebenhoh, Group Manager: Planning, Community and Environment (part of the meeting); D.M. Maitland, Executive Assistant.

1.2 Interest Register

The Interest Register was circulated and one amendment was noted.

2. CONFIRMATION OF MINUTES

2.1 Ordinary Council Meeting – 27 September 2017

Moved Cr Olson, seconded Cr Routhan and **Resolved** that the **amended** Minutes of the Ordinary Council Meeting, held on the 27 September 2017 be confirmed as a true and correct record of the meeting, subject to the following amendment:

Page 8 – Removal of “Cr Eatwell advised that Cr Neale...”.

3. GENERAL BUSINESS:

3.1 Deputy Mayor

His Worship the Mayor asked that Deputy Mayor Lash and Deputy Mayor Martin leave the meeting at 9.08 am due to a potential conflict of interest. Deputy Mayor Martin then subsequently left the meeting and Deputy Mayor Lash remained in the meeting until 9.15 am.

His Worship the Mayor advised that he gave notice at the 28 September 2017 Council Meeting of the intention to discuss and resolve at this Council meeting to have only one Deputy Mayor for Westland District Council and that be Deputy Mayor Martin.

Moved His Worship the Mayor, seconded Cr Havill that Council reduce from two Deputy Mayors to one and that be Deputy Mayor Martin.

Deputy Mayor Lash then spoke to this item and referred to correct processes and issues and advised that in October 2016 she took an Oath to represent ratepayers and the community in South Westland.

His Worship the Mayor then expressed concern that a confidential email that he had sent to all Crs had ended up with the newsmedia.

Cr Havill then expressed concern regarding the phone calls he had received from a newspaper reporter.

His Worship the Mayor then asked Deputy Mayor Lash to leave the meeting at 9.15 am.

Crs then continued to discuss this matter.

Cr Neale read out a letter from the Chairman of the Whataroa Community Association advising how highly regarded Deputy Mayor Lash is in South Westland.

Cr Carruthers supported the status quo remain with two Deputy Mayors, with the expectation that after the triennium period, there would be an one Deputy Mayor for Westland District Council.

Cr Routhan noted that Crs are elected to represent the public and noted that he was not supportive of the concept of having two Deputy Mayors.

Cr Olson noted that the South Westland people had supported Deputy Mayor Lash and noted that it was a learning process to do things differently in the future.

Cr Havill had concerns about some comments that had appeared in the media, to be out of order that he was concerned about and noted that when a resolution is passed by Council, it is a decision of Council.

His Worship the Mayor advised that after listening to Councillors and the submission made by the Whataroa Community Association, it would appear that the matter should rest where it is, however should it happen again, then it would be raised again.

The above motion was withdrawn with the permission of the mover and seconder.

Cr Carruthers applauded the Mayor on taking this approach and advised that if Council are going to debate issues, it needs to be debated at the time and not afterwards.

Deputy Mayor Lash returned to the meeting at 9.46 am.

Deputy Mayor Martin returned to the meeting at 9.47 am.

His Worship the Mayor advised that after the discussions held, that the status quo will remain of having two Deputy Mayors for Westland District Council.

3.3 Ross Chinese Gardens - Bidy Manera

Bidy Manera attended the meeting and provided a Powerpoint Presentation on the vision and future long term benefits for Ross of the Ross Chinese Gardens.

His Worship the Mayor congratulated Bidy Manera and the Ross Community for raising such a large amount of money for the Ross Community Chinese Gardens.

The following items were taken out of order to the agenda papers.

5. REPORTS FOR DECISION

5.2 Livestreaming Council Meetings

The Information Services Support Officer spoke to this report to Council and outlined the background, requirements and costs for livestreaming Council meetings.

Moved Deputy Mayor Martin, seconded Deputy Mayor Lash and **Resolved** that Council approve the proposal for livestreaming Council Meetings in principle and add it as a project to the next Long Term Plan for consultation and budgeting.

Cr Routhan recorded his vote against the motion.

5.1 Colin Adams Memorial Stone

The Group Manager: Planning, Community and Environment spoke to this report and sought Council's approval for the Hokitika Lions Club to supervise the installation of a memorial rock next to the cannon on Gibson Quay in memory of Colin Adams.

Deputy Mayor Martin noted his interest as a member of the Hokitika Lions Club.

Moved His Worship the Mayor, seconded Deputy Mayor Lash and **Resolved** that the Hokitika Lions Club be given approval for the Colin Adams Memorial project to proceed and permission to supervise the project on Gibson Quay.

5.4 Annual Report on Dog Control Policy and Practices

The Group Manager: Planning, Community and Environment spoke to this report and advised that the purpose of the report is to adopt the Annual Report on Dog Control Policy and Practices for the year ending 30 June 2017.

Moved Deputy Mayor Lash, seconded Cr Eatwell and **Resolved** that the report on Dog Control Policy and Practices for the year ending 30 June 2017 be adopted, a copy forwarded to the Secretary for Local Government and the report be made available on Council's Website.

5.5 Westroads Limited – Director Remuneration

Cr Havill declared an interest as a Director of Westroads Limited and removed himself from the meeting at 10.22 am.

The Group Manager: Corporate Services spoke to this report and advised that the purpose of the report is to provide direction to Westland Holdings Limited (WHL) to increase remuneration by resolution at the Annual General Meeting for directors on Westroads.

Moved His Worship the Mayor, seconded Cr Carruthers and **Resolved** that the Council direct WHL to increase remuneration for the chair and directors of Westroads Ltd effective from 1 October 2017.

Cr Neale, Cr Eatwell, Deputy Mayor Lash recorded their votes against the motion.

The motion was carried.

The meeting adjourned for morning tea at 10.14 am and reconvened at 11.00 am. All elected members were in attendance when the meeting reconvened.

3. GENERAL BUSINESS cont.

3.4 Westland Sport and Recreation Presentation – Jackie Gurden

His Worship the Mayor advised that Jackie Gurden is not available to present to Council, however the decisions are covered in Item 5.3.

5. REPORTS FOR DECISION cont.

5.3 MDI Funding Decisions and Westland High School Project Update

The Group Manager: Planning, Community and Environment spoke to this report and advised the purpose of the report is to provide an update on Major District Initiative (MDI) Funding including the Westland High School Project, and to seek decisions in relation to these matters.

The Group Manager: Planning, Community and Environment tabled information from the Harihari Community Association Trust.

Deputy Mayor Martin noted his interest as Chair of the Westland High School Board.

Moved Deputy Mayor Lash, seconded Cr Carruthers and **Resolved** that:

- A) Major District Initiative funding of \$200,000 be confirmed and an application forwarded to Development West Coast for the Whataroa Community Association for the ongoing upgrade of the Whataroa Hall.
- B) Major District Initiative funding of \$50,000 be confirmed and an application forwarded to Development West Coast for the Haast Promotion Group for the Haast Community Track (also known as the Dennis Road Track)
- C) Council continues to forward to Development West Coast the Major District Initiative applications from groups provisionally allocated funding by Council projects, on an ongoing basis once they have met the DWC criteria including the 35% minimum funding requirement.

- D) Council notes and endorses the revised scope of the Westland High School project as per the attached summary of the Westland High School Feasibility Study from Gurden Consulting Ltd.
- E) Westland High School be invited to apply to Development West Coast in the near future for \$120,000 of Major District Initiative funding as Stage One of possibly three or more stages of MDI funding, and for funding for the other stages to be applied for as MDI funds become available.
- F) Council provisionally allocates \$100,000 of reserve development funds to the publicly accessible component of the Westland High School project, specifically work on the fields and lighting, subject to consultation in the Long Term Plan process and an ongoing commitment from Westland High School to allow for free or low-cost access to community groups and the general public.

Deputy Mayor Martin abstained from voting.

Councillors then discussed the Kumara Endowment Funding and also the application for funding from the Harihari Community Association. The application for funding from the Harihari Community Association was discussed and left to lie on the table.

Moved His Worship the Mayor, seconded Cr Havill and **Resolved** that:

- G) Council provisionally allocates the remaining unallocated Major Development Initiative funds of \$68,709 to the Kumara Residents Trust for the Kumara Chinese Miners Memorial Reserve Project.

The Group Manager: Community, Planning and Environment then introduced Sarah Brown, Event Manager 2018 Wildfoods Festival.

His Worship the Mayor extended a warm welcome to Sarah Brown and her family to Council and also the Westland District.

3. GENERAL BUSINESS cont.

3.2 Presentation to Mort Cruickshank

Mort Cruickshank and supporters were then welcomed by His Worship the Mayor to come forward and receive a certificate in recognition of his contributions to the Westland Industrial Heritage Park, Westland District Brass Band and the 4th Westland Boys Brigade.

Mr Drew Howat then spoke thanking Mr Cruickshank's for his contributions to the Westland District Brass Band.

4. ACTION LIST

His Worship the Mayor went through the Action List in the Agenda and various amendments and updates to the list were provided.

The meeting adjourned for lunch at 12.18 pm and reconvened at 12.54 pm.

Moved Deputy Mayor Martin, seconded Deputy Mayor Lash and **Resolved** that the Action List as amended be received.

6. REPORTS FOR INFORMATION

6.1 Planning Update Through September 2017

The Planning Manager spoke to this report and provided an update for Council on the planning activities under the Resource Management Act 1991, including resource consent processing, monitoring and enforcement, and policy development including the review of the Westland District Plan.

Moved Deputy Mayor Lash, seconded Cr Havill and **Resolved** that:

- A) The report from the Planning Manager be received.
- B) Council approves the return of s95 planning delegations to staff (Chief Executive, Group Manager: Planning, Community and Environment, and/or the Planning Manager).
- C) Council endorses the Resource Management Act (RMA) Compliance and Enforcement Policy, subject to the following amendment on Page 88 "after consultation with the Mayor, decision made to proceed or not".

6.2 MBIE Toilet Grants – Second Round of Funding

A report from the Property and Projects Supervisor had been previously emailed to Council providing an update on the Ministry of Business, Innovation and Employment (MBIE) toilet grants, second round of funding.

The Property and Projects Supervisor was in attendance for this part of the meeting.

Moved Deputy Mayor Lash, seconded Cr Neale and **Resolved** that the report from the Property and Projects Supervisor be received and Council confirm that there is no aspect of user pays in the proposed toilets for Kapitea, Okarito, Franz Josef, Fox Glacier and Bruce Bay.

Cr Havill and His Worship the Mayor recorded their votes against the motion.

8. MATTERS TO BE CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION':

Moved Deputy Mayor Martin, seconded Cr Havill and **Resolved** that Council exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 1.38 pm.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

8.1 Confidential Minutes – 27 September 2017

8.2 Appointment of District Licensing Committee Commissioner and Member

8.3 Westland Community Centre

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.	Minutes/ Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
8.1	Confidential Minutes – 27 September 2017	Confidential Minutes	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
8.2	Appointment of District Licensing Committee Commissioner and Member	Confidential Report	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
8.3	Westland Community Centre	Confidential Information	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)

This resolution is made in reliance on Section 48(1)(a) and 48(2)(a)(i) and (ii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

No.	Item	Section
8.1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

8.2	Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
8.3	Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 7(2)(ii)

Moved Cr Olson, seconded Cr Havill and **Resolved** that the decision on the Westland Community Centre be released to the open part of the meeting and 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 3.00 pm.

7. ITEMS FOR DISCUSSION

7.1 St Vincent de Paul Society – Refuse Dump Fees

A letter dated the 2 October 2017 had been received from Stephanie Knighton, Secretary of the St Mary’s Conference of the St Vincent de Paul Society advising that it cost the society a considerable amount of money to dump rubbish (\$2,300 in the 2016 year).

Action:

It was agreed that the St Vincent de Paul Society be reimbursed the refuse dump fees on production of receipts.

7.2 Sunset Point – Deputy Mayor Lash

Deputy Mayor Lash expressed concern regarding slumping and costs with regard to Sunset Point.

Action:

It was noted that a watching brief to be kept on the matter.

7.3 Accommodation in Hokitika – District Health Board

An email dated 12 October 2017 had been received from Jose Timmerman, Registered Social Worker for Community Mental Services, West Coast District Health Board advising of concerns with clients who are needing urgent accommodation in Hokitika.

Action:

The concerns of Ms Timmerman were noted and it was agreed that the letter be forwarded to the Council Controlled Organisation.

7.4 Franz Josef Water Supply – Update

An email had been received from Mr Graham Berry, Franz Josef Community Council regarding the Franz Josef Water Supply

The Group Manager: District Assets spoke to this item and provided an update on the Franz Josef Water Supply and noted that there are measures in place regarding the integrity and backup for the water supply.

Action:

His Worship the Mayor to reply to Mr Berry.

7.5 Legal Road – Wanganui River/La Fontaine, Harihari Coastal Walkway (Heritage Pack Track).

Cr Eatwell spoke to this item and advised that a local ratepayer has a subdivision close to where bachs are on unformed legal road in Harihari. There is a perception that the licences to occupy are affecting the ratepayer's ability to sell their sections. Cr Eatwell noted that the loss of rating revenue to the Council could be quite significant.

Action:

A report to Council to be provided for the 23 November Council Meeting.

7.6 West Coast Wilderness Trail – Hokitika to Kaniere Tram Section

The Group Manager: District Assets provided an update on the work and funding shortfall required to complete the Hokitika to Kaniere Tram Section of the West Coast Wilderness Trail.

Moved Deputy Mayor Martin, seconded Cr Carruthers and **Resolved** that Council underwrite the funding of \$60,000 for the construction of bridges on the Hokitika to Kaniere Section of the West Coast Wilderness Trail, which will complete that section of the trail.

9. PRESENTATION TO ROBIN REEVES, ACTING CHIEF EXECUTIVE

His Worship the Mayor presented Robin Reeves with a jade sculpture with sincere gratitude from the Mayor and Councillors for stepping into the role of Acting Chief Executive at Westland District Council for a seven month period.

10. **PUBLIC EXCLUDED INFORMATION RELEASED INTO THE PUBLIC ARENA**

The Council resolved in the Public Excluded part of the meeting to release the following information in to the public arena:

10.1 **Westland Community Centre**

Moved Cr Carruthers, seconded Cr Routhan and **Resolved** that Council respond to the request of the Regent Theatre Trust's financial assistance by making a monthly payment to the Westland Community Centre Inc. of \$5,000 for 6 months to enable the Community Centre to formulate a long term emergency recovery strategy in conjunction with the Council, funded from unbudgeted debt funding.

**Date of next Ordinary Council Meeting – 23 November 2017
to be held in the Council Chambers, 36 Weld Street, Hokitika**

MEETING CLOSED AT 3.59 PM

Confirmed by:

Mayor Bruce Smith
Chair

Date

MINUTES OF AN EXTRAORDINARY MEETING OF THE WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON TUESDAY 31 OCTOBER 2017 COMMENCING AT 3.30 PM

1 MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER:

1.1 Members Present

His Worship the Mayor R.B. Smith (Chair)
Deputy Mayors Crs H.M. Lash and L.J. Martin
Crs D.M.J. Havill (ONZM), J.A. Neale, G.L. Olson.

Apologies:

Crs D.L. Carruthers, R.W. (G) Eatwell and D.C. Routhan.

Moved Deputy Mayor Lash, seconded Cr Havill and **Resolved** that the apologies be received as a true and correct record of the meeting.

Also in Attendance:

R.F. Reeves, Chief Executive; S.R. Bastion, Chief Executive from 6 November 2017; L.A. Crichton, Group Manager: Corporate Services; D.M. Maitland, Executive Assistant.

1.2 Interest Register

The Interest Register was circulated and amendments were noted.

2. AGENDA ITEM FOR DECISION:

2.1 Adoption of Annual Report 2016-2017

The Group Manager: Corporate Services presented the final Annual Report for 2016-2017, which had been circulated via email and spoke to the few minor changes from the report that had been circulated previously.

Moved Cr Neale, seconded Deputy Mayor Martin and **Resolved** that the revised Annual Report for 2016-2017 as tabled, be adopted.

His Worship the Mayor then thanked the Corporate Services Team for the work undertaken on preparing the 2016-2017 Annual Report.

**Date of next Ordinary Council Meeting – 23 November 2017
to be held in the Council Chambers, 36 Weld Street, Hokitika**

MEETING CLOSED AT 3.39 PM

Confirmed by:

Mayor Bruce Smith
Chair

Date

Action List

Date of Meeting	Meeting	Item	Action	Who Responsible	Timeframe	Status
26.01.17	Council	74 Revell Street	Carparking for commercial premises to be revisited.	GMDA		<p>His Worship the Mayor to personally visit the business owners in Weld and Tancred Streets with regard to their staff carparks and seek feedback from business owners.</p> <p>Cr Routhan to discuss with Evan Jones.</p>
27.04.17	Council	Household Street Access	Change in policy from sealing driveways to concreting driveways when a street is upgraded or a new house is build. Staff to provide a revised policy on a way forward, including costings.	GMDA		<p>Two driveways were approved to concrete.</p> <p>NZ 4404 addendum to the policy.</p> <p>Staff are working on the policy to come back to Council.</p>
29.05.17	Council	Freedom Camping	CE to work with Buller and Grey District Councils and Tasman District Council to develop a freedom camping policy for the West Coast.	CE		<p>Referred to the Long Term Plan.</p> <p>Discussion regarding Hokitika becoming a motorhome friendly town.</p> <p>The Property and Projects Supervisor has been identifying areas at Sunset Point where a number of campervans could be accommodated.</p> <p>Cr Carruthers suggested that other township areas could be motorhome friendly towns.</p> <p>Existing water at Three Mile which would need to be potable water.</p> <p>Council are very supportive of getting it done.</p>

Date of Meeting	Meeting	Item	Action	Who Responsible	Timeframe	Status
22.06.17	Council	Airbnb's	Staff to come back with the existing internal policy on Commercial Rating to the July meeting, including feedback from other Councils.	GMCS, GMPCE		Referred to the Long Term Plan Workshop.
24.08.17	Council	Living Wage	Policy to be developed on paying of living wage to employees.	GMCS		Policy to be developed. To come back to Council in early 2018.
24.08.17	Council	Car Charging Stations	Item to be referred to the Council's CCOs.	GMDA		To be referred to the CCOs.
28.09.17	Council	Delegations Manual	Update to delegations to Standing Committees to reflect the Terms of Reference for the Dog Control Hearing Committee	CE		Fee to come back to Council for the two Crs.
28.09.17	Council	Youth Development	To be enhanced as part of the Long Term Plan process.	CE		Long Term Plan
28.09.17	Council	Ross Water Supply Update	Make contact with the mining company.	GMDA		Mining Company has been on notice. TRANSFER TO THE CONFIDENTIAL SECTION
28.09.17	Council	West Coast Wilderness Trail	Funding shortfall of \$350,000	GMDA		The job is currently on hold. Cr Routhan to be provided with a copy of Mayor Mike Havill's report. Over time there will be revenue generated from the commercial beneficiaries that use the trail. There has not been any ratepayer money put into the West Coast Wilderness Trail. Councillors noted it's a wonderful asset to the West Coast.

Date of Meeting	Meeting	Item	Action	Who Responsible	Timeframe	Status
						<p>5 projects for completion then we are eligible to make the other funding applications. Taramakau is being completed by NZTA at their cost.</p> <p>Hoki-Kaniere Tramway the trail is 95% complete. 2 bridges and crossing points to be completed. Stop on that project at present as we are at our threshold.</p> <p>NZTA – Golf Links Road complete and signed off and awaiting payment from NZTA.</p> <p>Mahinapua Trail Section – most significant. That would still be another 2 months minimum. Ruatarapu section non the highway would take one month to complete.</p> <p>In the order of 2-3 months the whole lot could be finished.</p> <p>Priorities are Hokitika-Kaniere Bridges.</p> <p>His Worship the Mayor adjourned the discussion at 12.02 pm to enable the Group Manager: District Assets to come back after lunch.</p>
28.09.17	Council	Planning Update	Special Consultative Procedure for setting of fees in relation to boundary activities.	PM		
28.09.17	Council	Mint Creek Water Supply	Meeting of the Working Group	HWM/CE		Meeting held last Friday. Mint Creek Livestock Water Scheme. This is now back with Council. Seems that an incorporated society may the

Date of Meeting	Meeting	Item	Action	Who Responsible	Timeframe	Status
						<p>way to go, Council owns all the easements all the titles, the farmers have nothing. Council has to transfer that to the group.</p> <p>Group headed by Keith Kelly.</p> <p>Now up to Council. Asking Council to collect that fee.</p> <p>Transfer easements, set up a billing structure.</p>
26.10.17	Council	Livestreaming Council Meetings	Add project to the Long Term Plan	GMCS		
26.10.17	Council	Hokitika Lions Club	Send letter advising of decision of Council	GMDA		
26.10.17	Council	Annual Report on Dog Control Policy and Practices	Add to Council Website, forward copy to the Secretary for Local Government	GMPCE		
26.10.17	Council	MDI Funding Decisions	Letter to Community Groups advising of Council's decision and contact Development West Coast	GMPCE		
26.10.17	Council	Update Delegations Manual	In line with changes to Council's decision.	GMPCE & EA		
26.10.17	Council	Legal Road – Wanganui River/La Fontaine, Harihari	Report to November Council Meeting.	GMDA		

Report



DATE: 23 November 2017

TO: Mayor and Councillors

FROM: Group Manager: Corporate Services

CCO AMALGAMATION – STATEMENT OF PROPOSAL

1 SUMMARY

- 1.1 The purpose of this report is to present the Statement of Proposal to amalgamate Hokitika Airport Limited (HAL) and Westland District Property Limited (WDPL) for adoption and public consultation.
- 1.2 This issue arises following direction from Council that an alternative structure be investigated.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 [LGA] and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2015-25 [LTP] . These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council adopt the statement of proposal for the amalgamation of HAL and WDPL.

2 BACKGROUND

- 2.1 At its Ordinary Meeting on 24 November 2016 Council resolved to:
 - 2.1.1 Disestablish Westland Holdings Ltd [WHL] and
 - 2.1.2 Merge Hokitika Airport Limited [HAL] and Westland District Property Limited (WDPL).
- 2.2 The intention of this decision was to eliminate perceived unnecessary overhead and install direct reporting lines between Council and its operating subsidiaries.
- 2.3 This follows a review of the group structure that Council completed in 2014.

3 CURRENT SITUATION

- 3.1 Further analysis has been undertaken and alternative structures have been considered. These are illustrated in the Statement of Proposal, attached as **Appendix 1**, which recommends amalgamation of HAL and WDPL.
- 3.2 The proposal differs from that presented in 2014, as tax advice has been received on the disestablishment of Westland Holdings Limited (WHL), which could potentially result in a tax liability of \$1.2m.
- 3.3 The possibility of the disestablishment of WHL being perceived as a deemed distribution is between 15% and 35%.
- 3.4 Council perceive this risk too high.
- 3.5 The companies are both currently operating under the same board of directors to reduce governance costs.

4 OPTIONS

- 4.1 Do nothing
- 4.2 Adopt the statement of proposal attached as **Appendix 1**.
- 4.3 Adopt a modified statement of proposal

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 The decision to adopt a statement of proposal is in itself administrative and of low significance. By reference to Council's policy on Significance and Engagement the matter considered in the Statement of Proposal attached as **Appendix 1** is deemed to be of moderate significance.
- 5.2 Hokitika Airport Limited is identified in the policy as a strategic asset in the Significance and Engagement Policy.
- 5.3 Council remains the ultimate parent entity and no intention is expressed to change the deployment of the physical assets that the companies manage on Council's behalf nor is any transfer of undertakings proposed.
- 5.4 Nevertheless, experience from the review conducted in 2014 indicates there is considerable public interest in the Council Controlled Organisations and the activities they deliver.

- 5.5 Furthermore, the options considered in the proposal have implications for the shareholding in Westroads Ltd, which was not initially identified in the Council resolution.
- 5.6 Should Council, after consultation, ultimately decide to proceed with the amalgamation the decision would be difficult and potentially expensive to reverse.
- 5.7 For these reasons Council is advised to undertake a Special Consultative Procedure in accordance with s82 LGA.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 Do nothing
Since the matter is considered sufficiently significant to require consultation the matter cannot proceed without a statement of proposal.
- 6.2 Adopt the Statement of Proposal attached as **Appendix 1**.
A formal consultation on this matter allows Council to fully examine the potential consequences of the matter and for the community to provide input to the process. In doing so Council may identify downstream consequences or affected parties not currently recognised. Council can consult via its existing media, as expressed in the Statement of Proposal, at relatively low cost.
- 6.3 Adopt a modified statement of proposal
Council may wish to amend the proposal so long as any amendments remain consistent with the intention and relevant legislation.

7 PREFERRED OPTION AND REASONS

- 7.1 The preferred option is 2: Adopt the Statement of Proposal attached as **Appendix 1**. This represents the intentions expressed by Council and reflects the most viable and efficient options based on the analysis completed to date. It would allow consultation to proceed.

8 RECOMMENDATIONS

- A) **THAT** Council adopts the Statement of Proposal attached as **Appendix 1**.

Lesley Crichton

Group Manager: Corporate Services

Appendix 1: Statement of Proposal to Amalgamate Hokitika Airport Limited and Westland District Property Limited including consultation plan

Statement of Proposal under
Special Consultative Procedure
as per Section 83 of Local
Government Act 2002:

Proposal to amalgamate
Hokitika Airport Limited
and
Westland District Property Limited

November 2017

Submit online at
www.westlanddc.govt.nz

Summary

The proposal

Council is proposing to amalgamate Hokitika Airport Limited (HAL) and Westland District Property Limited (WDPL).

Reason for the proposal

Westland District Council is seeking to establish a leaner structure for its Council Controlled Organisations (CCOs)¹ that will provide more cost effective governance.

The assets and activities that the companies manage and deliver are not affected by this proposal.

Council is seeking community views on the proposed amalgamation of HAL and WDPL.

More Information

Copies of the Proposal

Copies of this proposal are available online at www.westlanddc.govt.nz and at Council offices at 36 Weld Street, Hokitika, or you can call us on 0800 474 834 to receive a copy by e-mail.

Next steps and decision-making

After receiving submissions and hearing community views, Council will make a decision about whether to proceed with the proposal.

Council's decision will take into account many matters, including the views of expressed by the community.

Key dates

23 November 2017	Council adopts Statement of Proposal for consultation with community
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¹ The organisations considered in the review are technically classed as council controlled trading organisation (CCTOs), which are CCOs that trade to make a profit.

27 November 2017	Public notice of proposal and consultation process in Local newspapers, Council website, and electronic newsletter.
28 December 2017	Public submissions on the proposal close at 4pm
25 January 2018	Hearings held by Council to hear those who wish to speak to their submissions
25 January 2018	Council makes a decision whether to proceed with the proposal or not or to proceed in an amended form

Have Your Say

Making a submission

Council wants to hear whether you support the proposal to amalgamate HAL and WDPL (name to be confirmed). Have your say and it will be considered by Council as part of the decision-making process.

The proposal is open for submissions from 27 November 2017 to 28 December 2017.

There are several ways you can make a submission.

Online

Fill in a submission form at www.westlanddc.govt.nz

Post

CCO amalgamation submission
Westland District Council
Private Bag 704
Hokitika 7842

Deliver

Bring your submission in to the Westland District Council Offices, 36 Weld Street, Hokitika.

If you would like a hard copy submission form, you can download one from www.westlanddc.govt.nz or collect one from the Council offices or at Council libraries.

You can also phone us on 0800 474 834 and we will post one to you.

When making a submission please make sure you include:

- Your name and email or postal address
- Whether you wish to speak in support of your submission at the Council hearing.

Closing date:

Submissions must be received by Council no later than 4pm, 28 December 2017.

Once the submission period is closed, Council will notify submitters who wish to speak of the date and time at which the Council hearing will be held.

Please note: All submissions are public documents and will be uploaded onto the Council's website with the names and contact details of the submitters included.

Statement of Proposal

Introduction

This proposal involves assets of Council which are listed as Strategic Assets in Council's current policy on significance. On this basis and because there has been substantial community interest in the activities undertaken by and the performance of Council's subsidiaries, Council is undertaking a Special Consultative Procedure under the Local Government Act 2002. This Statement of Proposal is prepared in accordance with the requirements set out in sections 83 and 83AA of the Local Government Act 2002.

Council Vision

In September 2014 Council adopted a new strategic vision:

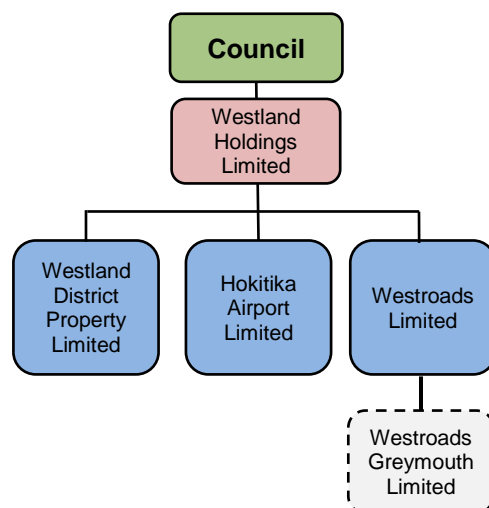
Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.

This will be achieved by:

- *Involving the community and stakeholders.*
- *Delivering core services that meet community expectations and demonstrate value and quality.*
- *Proudly promoting, protecting and leveraging our historic, environmental and natural resource base to enhance life style and opportunity for future generations.*

Background

In 2002, Westland District Council formed Westland Holdings Limited to consolidate its CCOs under one governance and reporting entity. This structure has developed over time and the current structural arrangement is shown in the diagram below.



In late 2013 Council commissioned an independent review of the structure, governance and effectiveness of its CCOs. The review included Westland Holdings Limited, Westland District Property Limited, Hokitika Airport Limited, and Westroads Limited and its subsidiary Westroads Greymouth Limited.

In 2015 Council resolved for the structure to remain unchanged, however Council have reviewed the structure again and further propose a change to the structure.

Review Approach

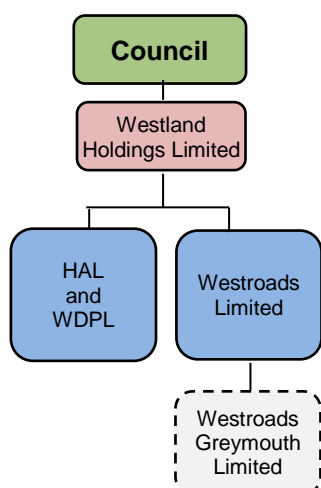
The review was informed by an analysis of key governance and reporting documents, such as the CCOs' constitutions and Statements of Intent, and the available Annual Reports of Council and the CCOs. The review was also informed by a survey of and present elected members, senior staff and CCO Directors.

The review findings and potential options to improve the structure, governance and effectiveness of the CCOs, and the advantages and disadvantages of each option, were discussed with Councillors and senior council staff.

The Proposal

Council is proposing to amalgamate Hokitika Airport Limited and Westland District Property Limited. Retain Westroads Limited as a separate CCO.

Proposed Structure



The Proposal

Council is proposing to:

- Amalgamate Hokitika Airport Limited and Westland District Property Limited.
- Retain the amalgamated company, to be known as (name to be confirmed), and Westroads Limited as its key operating CCOs, with the shares of each company held by Westland Holding Company.

Reason for the proposal

An independent review of the structure, governance and effectiveness of Council's CCOs, including Westland Holdings Limited, Westland District Property Limited, Hokitika Airport Limited, and Westroads Limited. The review was in part driven by community concern about Westland's CCO activities.

Findings of the independent review recommended changes to the way in which Council assets and services are managed and to the structure and governance of Council's CCOs.

The review found that the current structure of Council's CCOs is not optimal and is more complicated than it needs to be given the size and scope of what is being delivered. This has led to a lack of awareness of the activities of or the risks being entered into by subsidiaries.

Management of community assets (such as the Hokitika Swimming Pool, pensioner housing and the Jackson's Bay Wharf), mining license royalties, properties on road reserves, and disposal of surplus land may benefit from a commercial focus, however the scale of activity is too small to justify a commercial company on its own.

Hokitika Airport Limited is a strategic asset and provides value to the Westland community. The airport is now making a small profit and it would benefit from remaining a Commercial company.

Westroads Limited has proved to be a well performing maintenance and construction company engaged in roading, utilities and parks with significant third party revenue and is highly regarded in the community.

When considering Council and Westland Holdings Limited balance sheets together, the restructure will have no material effect on the financial result.

The objectives of the restructure is, through a reduction in the number of companies, for reduced governance, compliance and operational costs, whilst still enabling appropriate transparency over the individual operations.

Alignment with Council's Vision

Council's new vision promotes a focus on the delivery of core services that meet community expectations and demonstrate value and quality. This proposal to amalgamate HAL and WDPL allows Council to focus more directly on core business in alignment with Council's strategic direction whilst providing a commercial focus for the merged CCO's.

Advantages of the proposed option

The advantages of the proposal are that:

- It facilitates an understanding of important and strategic issues between Council and its key operating companies.
- There is likely to be long term savings from the simplified structure in respect of directors' fees, and audit costs.
- Strict divisional reporting will be maintained to ensure that HAL remains responsible for all operating costs and capital expenditure with no Council or ratepayer funding. WDPL will continue to manage Council assets therefore will continue to receive ratepayer funding through a management charge, however with overall reduced costs in respect of directors' fees, audit costs and a more commercial environment, there is a possibility of reducing ratepayer contributions.

Disadvantages of the proposed option

The disadvantages of the proposal are:

- There is a requirement to closely manage the process of the amalgamation.
- There will be some initial costs associated with the proposed amalgamation.
- There will be a need to set up divisional reporting.

Timing

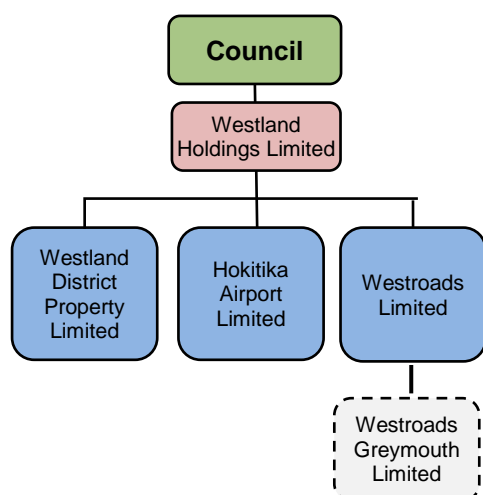
It is usual for an amalgamation to be undertaken on either the last day or the first day of the financial and tax year. The main reason for this is that an income tax return must be lodged up to the date of amalgamation for the company that will cease to exist after the amalgamation. If an amalgamation takes place part way through a tax year there is an additional compliance burden and cost.

The companies are at present operating under one board therefore reducing Directors fees.

Other options considered

Option A – Status Quo

Structure



Description

Under this option:

- Westland Holdings Limited would remain a wholly owned Council Controlled Trading Organisation of Westland District Council.
- Westland Holdings Limited continues to own Westland Property Limited, Hokitika Airport Limited and Westroads Limited.

The advantages are:

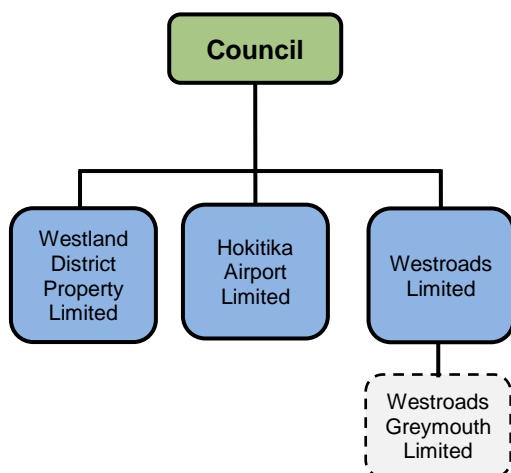
- There would be no need to change the structure.

The disadvantages are:

- This option would not address issues identified in the review, such as WDPL not gaining the benefit of a commercial environment.
- There would be no scope for reduction of operating and audit costs.

Option B – Removal of Westland Holdings Limited

Structure



Description

Under this option Council would:

- Disestablish Westland Holdings Limited.
- Assume ownership and governance of
- Westland District Property Limited,
- Hokitika Airport Limited
- Westroads Limited.

The advantages are:

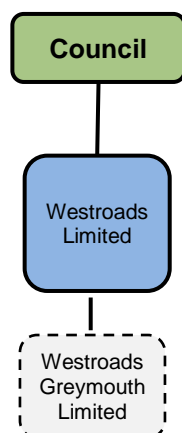
- It simplifies the governance structure of Council's operating entities, provides for greater clarity of accountability between the operating companies and Council, and makes it easier for Council to exercise its shareholder role.
- It provides for a closer relationship and understanding of important and strategic issues between Council as shareholder and its operating companies, Westroads Limited, Hokitika Airport Limited and Westland District Property Limited.
- There may be some slight savings resulting from the simplified structure in respect of directors' fees, audit costs and reporting.

The disadvantages are:

- There would be no change in focus on Council's core business of infrastructure and community facilities provision.
- There will be costs associated with the proposed restructure.
- **The main risk to this proposal is that if shares transfer to Council, under Section CW 10 of the Income Tax Act 2007 this could be a deemed distribution and create a potential tax liability of \$1.2m.**
- This risk has been estimated by Council's tax advisors as between 15% and 35%.

Option C – Amalgamate all CCO’s.

Structure



Description

Under this option Council would:

- Amalgamate all four companies

The advantages are:

- There is likely to be some long term savings from the simplified structure in respect of directors’ fees, audit costs and reporting.
- There would be improvement in the governance relationship between Council and the operating subsidiary company.
- Transparency over the individual operations could be maintained through divisional reporting.

The disadvantages are:

- Westroads Ltd is performing well and has significant third party revenue, and it is unlikely to benefit from amalgamation.
- There will be costs associated with the proposed restructure.
- There will be a need to set up Divisional reporting.

Short form amalgamation under the companies act 1993

The New Zealand amalgamation regime was introduced in order to facilitate company restructures and ensure uninterrupted and continuous operation of all amalgamating companies. The Companies Act provides that two or more companies may amalgamate and continue as one company, which may be one of the amalgamating companies or be a new company. The companies that disappear during the amalgamation are referred to as the ‘amalgamating companies’ and the continuing company is referred to as the ‘amalgamated company’.

The effect of an amalgamation can be summarised as follows:

- Each amalgamating company, except the amalgamated company will be removed from the New Zealand Companies Register;
- The amalgamated company succeeds to all the property, rights, powers, and privileges and all the liabilities and obligations of each of the amalgamating companies;

A short form amalgamation is available to companies which are part of a wholly-owned group of companies. A short form amalgamation is procedurally less onerous than a long

form amalgamation. It can be carried out without the need to obtain approval from the shareholders, also without issuing an amalgamation proposal and giving public notice, however discussed above, Hokitika Airport Limited is classed as a Strategic Council asset and by way of the Significance and Engagement Policy, Council intends to consult.

A short form amalgamation requires the following steps:

- Approval of amalgamation by way of resolution by the board of each amalgamating company;
- The directors who vote in favour of the resolution to amalgamate must sign a certificate stating that they are satisfied on reasonable grounds, that the amalgamating company will immediately after the amalgamation is effected, satisfy the solvency test;
- Written notice of the proposed amalgamation is provided to every secured creditor of the amalgamating company;
- All relevant documentation being delivered to the Registrar of Companies for registration.
- A certificate of amalgamation will be issued by the Registrar specifying the effective date of amalgamation.

Income tax implications of the proposed amalgamation

A short form amalgamation of HAL and WDPL on 30 June 2018 will be deemed to be a resident's restricted amalgamation for New Zealand tax purposes.

As a result, there should be no adverse income tax implications arising from the amalgamation.

Due to the short nature of this proposal, no summary document will be produced.

Report



DATE: 23 November 2017

TO: Mayor and Councillors

FROM: Group Manager: Corporate Services

PROJECTS AND CARRY FORWARDS TO 2017-18

1 SUMMARY

- 1.1 The purpose of this report is to:
 - 1.1.1 Seek Council approval for the carry forward of funding for projects that were scheduled for 2016-17, but were not completed by 30 June 2017,
 - 1.1.2 seek Council approval for the future allocation of funds that were generated for specific purposes as at 30 June 2017, and
 - 1.1.3 provide Council with a forecast for proposed project activity during the year ended 30 June 2018.
- 1.2 This issue arises because Council is accountable for the application of its revenues and other funding sources to service levels and infrastructure in accordance with its Long Term Plan 2015-25.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2015-25. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council approves the carry forward of funds for the projects itemised in **Appendix 1**, approves the future allocation of funds for specific purposes as detailed in **Appendix 2**.

2 BACKGROUND

- 2.1 Council approves its annual budget based on planned levels of service and capital works for the financial year.
- 2.2 It is common that certain undertakings will be partially complete, committed but not started or deferred as at the end of the financial year.

- 2.3 These items will appear as favourable variances in the financial year 2016-17 in which their funding was recognised as revenue, or where debt was planned to be drawn.
- 2.4 Council has an obligation to deliver on its commitments, but where projects and expenditure are carried forward they will be reported as adverse variances against the budget for the financial year in which they are completed.
- 2.5 Typically, the types of items carried forward are:
 - 2.5.1 Capital projects partially completed.
 - 2.5.2 Projects funded by third parties.
 - 2.5.3 Long term operational projects.
 - 2.5.4 Activities whose frequency is less than annual but for which the funding is phased evenly over more than one financial year.

3 CURRENT SITUATION

- 3.1 Council reported a favourable variance in its external debt position for the year ended 30 June 2017. This in part relates to the non-completion of the items proposed for carry forward in **Appendix 1**.
- 3.2 Any variances against Council's operating budget were addressed in the Annual Report for the year ending 30 June 2017. However, the funds proposed for future allocation in **Appendix 2** will be included in these variances.
- 3.3 The amounts proposed to be carried forward are estimated by deducting expenditure to date from the original budget and adjusted by any known variations; as advised by activity managers.
- 3.4 Council has previously expressed concern regarding the backlog of projects, the exposure to unrealistic commitments and the consequential reputational risk.
- 3.5 The proposed carry forward schedule (**Appendix 1**) has been drafted after consideration of these commitments alongside those included in the Annual Plan 2017-18.
- 3.6 As in 2016-17, progress on completion of these items will be communicated through Council's monthly financial report during 2017-18.

4 OPTIONS

- 4.1 **Option 1** - Approve the carry forward of items contained in **Appendix 1** to the financial year 2017-18, and the future allocation of funds detailed in **Appendix 2** until they can be expended in accordance with the relevant conditions.
- 4.2 **Option 2** - Approve amended schedules, adding or deleting items.
- 4.3 **Option 3** – Reject all carry forwards

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 In accordance with Council’s policy, this matter is of low significance; insofar as it relates to existing circumstances that have been reported throughout the financial year, and any decision will not materially impact on levels of service, strategic assets or funding arrangements.
- 5.2 All of these items were consulted on when they were included in the Long Term Plan 2015-25, or previous annual plans. Some communities may consider a project important to them and be disappointed if a project is not carried forward.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 **Option 1** will generate adverse operating variances and additional debt requirements of in the financial year 2017-18. However, some of these projects are required to be carried forward and the 2017-18 budget already reflects the debt requirement. Option 1 is financially prudent because it ensures that Council’s revenues and funding sources are applied to their intended purposes. It would also meet community expectations as Council will deliver on its commitments undertaken in year 1 of the Long Term Plan 2015-25.
- 6.2 **Option 2** would invoke some departures from the Long Term Plan 2015-25 and may cause some adverse community reaction. This may be appropriate if Council determines that alternative applications of these funds are more prudent or of higher priority, or that the requirements have substantially changed.
- 6.3 **Option 3** would mean that some commitments made by Council in adopting the Long Term Plan 2015-25 are not fulfilled. In addition to potential adverse community reaction this would not be financially prudent, particularly because some of the expenditure associated with these items was included in the rates calculation for 2016-17. The adverse variances described in 6.1 would be avoided.

7 PREFERRED OPTION AND REASONS

- 7.1 The preferred option is Option 1 - Approve the carry forward of items contained in **Appendix 1** to the financial year 2017-18, and the future allocation of funds detailed in **Appendix 2** until they can be expended in accordance with the relevant conditions. This will demonstrate Council's resolve to deliver on its commitments and will ensure that revenues and other sources of funds are applied to their intended purposes.

8 RECOMMENDATIONS

- A) **THAT** Council approves the carry forward to 2017-18 of funds totalling \$3,295,960 for the projects itemised in **Appendix 1**.
- B) **THAT** Council approves the future allocation of funds amounting to \$41,241 for specific purposes as detailed in **Appendix 2**.

Lesley Crichton

Group Manager: Corporate Services

Appendix 1: Proposed carry forward schedule 2017-18

Appendix 2: Proposed future allocation of funds 2017-18

Appendix 1 – Projects Recommended for Carry Forward

Activity	Detail	Funded By	Requested Amount	Variance 2017-2018	Status	Year	Notes
Township Development	Upgrade footpaths and driveways over next three years	Depreciation	5,000	Capital	Community project.	From 2015-16 Budget Year	Replacement upgrade of chip sealed footpath by 100m sections, Hokitika.
Township Development	Repairs and Maintenance to Hokitika Statues	Depreciation	5,000	Capital	Discussion with contractor and Heritage Hokitika has occurred. Currently low priority.	From 2015-16 Budget Year	Statue commenced in 2015-16. Looking to contract out the next phase of work in 2016-17. Budget required for this.
Water Supply	Replace Water meters (on-going) - Hokitika	Depreciation	190,000	Capital	Now in detailed scoping. The budget is for Hokitika and Franz Josef. Currently Fox Glacier is in progress on meters replacement.	From 2015-16 Budget Year	Approx. \$10,000 spent on a very small proportion of water meter replacements in Hokitika during 2015-2016. Works not fully scoped in 2015-2016 year due to lack of clarity over where money is to be spent (Hokitika water meters or Franz water supply project). Carryover requested to allow works to be scoped fully and in the correct cost centre.
Corporate Services	Council HQ - Roof over skylights	Depreciation	20,000	Capital		From 2016-17 Budget Year	
Corporate Services	Council website	Depreciation	13,250	Capital		From 2016-17 Budget Year	
Water Supply	Kumara - Water treatment plant - seismic valves	Depreciation	30,000	Capital		From 2016-17 Budget Year	
Water Supply	Hokitika - Pumps Replacement	Depreciation	50,000	Capital		From 2016-17 Budget Year	
Water Supply	Whataroa - Water treatment plant	Depreciation	216,895	Capital		From 2016-17 Budget Year	Contract now awarded, project completion approximately 26 weeks.
Water Supply	Whataroa - Seismic valves	Depreciation	20,000	Capital		From 2016-17 Budget Year	
Wastewater	Hokitika - Mains upgrade	Depreciation	138,854	Capital		From 2016-17 Budget Year	
Wastewater	Haast - Mains upgrade	Depreciation	20,000	Capital		From 2016-17 Budget Year	
Wastewater	Haast - De-sludge oxidation ponds	Depreciation	150,000	Capital		From 2016-17 Budget Year	

Activity	Detail	Funded By	Requested Amount	Variance 2017-2018	Status	Year	Notes
Stormwater	Hokitika - Tancred, Bealey and Rolleston street upgrades	Depreciation	187,689	Capital		From 2016-17 Budget Year	
Cemeteries	Cemetery - Hokitika upgrade & expansion	Depreciation	10,000	Capital		From 2016-17 Budget Year	Additional berms for casket burial site.
Cemeteries	Cemetery - Hokitika improvements	Depreciation	8,170	Capital		From 2016-17 Budget Year	This has been completed by Wirerite contractors (Westroads).
Township Development	New footpaths - Franz	Depreciation	25,000	Capital		From 2016-17 Budget Year	Cron Street. Weather and community interests proving a challenge.
Township Development	Footpath upgrades - Hokitika	Depreciation	27,000	Capital		From 2016-17 Budget Year	Resealing footpaths and driveways Hoffman Street, Hokitika.
Township Development	Footpath upgrades - Kumara	Depreciation	5,000	Capital		From 2016-17 Budget Year	Repairs and maintenance footpaths, Kumara.
Township Development	Footpath upgrades - Franz	Depreciation	15,000	Capital		From 2016-17 Budget Year	Business area development, Cron Street upgrade. DOC/Ngai Tahu.
Corporate Services	IT Equipment Renewals	Depreciation	11,363	Capital		From 2016-17 Budget Year	
Wildfoods Festival	Replacement of promotional assets	Depreciation	19,434	Capital		From 2016-17 Budget Year	Signage etc.
Land & Buildings	Land & Buildings - car parking	Depreciation	15,000	Capital		From 2016-17 Budget Year	
Parks & Reserves	Reserves - Cass Square - Repairs to Statues	Depreciation	5,000	Capital		From 2016-17 Budget Year	Robbie Burns. Quotes from Pioneer Statue contractors, TBC.
Parks & Reserves	Reserves - Cass Square - Playground equipment upgrade	Depreciation	25,000	Capital		From 2016-17 Budget Year	Soft fall upgrade Cass Square. Quotes requested.
Transportation	Minor Improvements	Depreciation	159,279	Capital		From 2016-17 Budget Year	Applied to NZTA for 2017-2018 carry over.
Depreciation Funded		Total depreciation funded carryovers	1,371,935				
WCWT	Completion of Trail	Subsidy	279,241	Capital	Existing spend work in progress. Balance of budget will be carry over.	From 2016-17 Budget Year	Existing spend work in progress. Balance of budget will be carry over.

Activity	Detail	Funded By	Requested Amount	Variance 2017-2018	Status	Year	Notes
Subsidy Funded		Total subsidy funded carryovers	279,241				
Solid Waste	Landfills - Butlers Site Shed - Hazardous Washdown Facility	Loan Funding	15,000	Capital	Budgets seemed to not fit the estimates for the works. Work currently being rescoped.	From 2015-16 Budget Year	This facility is required as part of the contract and to avoid detrimental environmental impacts. This project will be undertaken in the 2016-2017 year.
Solid Waste	Intermediate Capping for Butlers	Loan Funding	50,000	Capital	More than likely that capping will have commenced by the end of the financial year.	From 2015-16 Budget Year	Due to the waste not being at the required height for the capping to be started this needs to be carried over into the 2016-2017 year.
Solid Waste	Landfill- Haast - Digout new Cell	Loan Funding	3,740	Capital	Existing spend work in progress. Balance of budget will be carry over.	From 2015-16 Budget Year	The waste did not reach the current cell capacity but will still require this money to undertake the work to enable the Landfill to operate under the resource consents that are currently in place for this facility.
Solid Waste	Haast intermediate cap current cell	Loan Funding	10,000	Capital	Works in progress now.	From 2015-16 Budget Year	This work will still be required and is part of the ongoing cost of operating a Landfill as such the money needs to be carried over.
Solid Waste	Franz Josef Landfill	Loan Funding	25,000	Capital	On-hold pending future direction on Franz River issues.	From 2014-15 Budget Year	Waiho River Management Group has interest in this project.
Corporate Services	Information Management - DMS	Loan Funding	200,000	Capital		From 2016-17 Budget Year	Project expected to progress further in February 2018.
Water Supply	Kumara - Water treatment plant	Loan Funding	418,595	Capital		From 2016-17 Budget Year	Contract now awarded, project completion approximately 26 weeks.
Wastewater	Franz Josef - New WWTP	Loan Funding	89,943	Capital		From 2016-17 Budget Year	Budget was for design and planning proposals for the solution on wastewater treatment in Franz Josef.
Wastewater	Fox Glacier - WWTP upgrade	Loan Funding	100,000	Capital		From 2016-17 Budget Year	

Activity	Detail	Funded By	Requested Amount	Variance 2017-2018	Status	Year	Notes
Transportation	Whitcombe Valley road widening, seal and extension	Loan Funding	500,000	Capital	Whitcombe Valley Project Budget is \$500,000, unsubsidised by NZTA. 2016- 2017, spent Keogans Road, unsubsidised seal extension, \$81,087, (\$100,000 Budget approved by Council) Approval granted from NZTA for 58% subsidy (\$500,000 + \$690,000 = \$1,190,000) for the Whitcombe Valley Project	From 2016-17 Budget Year	NZTA Approval given. Ready to go to tender. Awaiting confirmation of approved tender documents.
Loan Funded		Total loan funded carryovers	1,412,278				
Township Development	Franz Josef Urban Revitalisation Plan	Recreation Contributions	100,000	Capital	Awaiting further study / work with community, regional council and central government on a "master plan" for the township before this streetscape / revitalisation work takes place. Full carryover required.	From 2015-16 Budget Year	Com Assoc. wanted it held until decisions made. Still need to finalise future spatial plan of Franz Josef / Waiau working party, including infrastructure and hazard issues, before this streetscape / urban design plan is implemented.
Waterfront carry forward	Hokitika Waterfront Development	Recreation Contributions	10,007	Capital	No large procurement process will take place- this funding is now being set towards redevelopment work around Sunset Point. Expecting working drawings on the project by December end. Possibly looking for procurement to commence in New Year - 2017.	From 2015-16 Budget Year	Design work in progress

Activity	Detail	Funded By	Requested Amount	Variance 2017-2018	Status	Year	Notes
Township Development	Hari Hari Township Development fund	Reserves	9,000	Operating adverse	To be held until Harihari decides what they want to allocate funds to.		\$5,000 uplifted in September 2016
Reserves	Reserves - Marks Road Reserve	Reserves	10,000	Operating adverse		From 2016-17 Budget Year	Requires community involvement.
Reserves	Reserves - Hokitika Waterfront Development	Reserves	100,000	Operating adverse		From 2016-17 Budget Year	
Reserves	Reserves - Hokitika Heritage Trail signs	Reserves	3,500	Operating adverse		From 2016-17 Budget Year	
Reserve Funded		Total reserves funded carryovers	232,507				
		Total	3,295,960				
		Total depreciation funded carryovers	1,371,935				
		Total subsidy funded carryovers	279,241				
		Total loan funded carryovers	1,412,278				
		Total reserves funded carryovers	232,507				
			3,295,960				

Appendix 2 – Items to held in reserve and allocated to specific activities

Activity	Detail	Funded By	Requested Amount	Variance 2016-2017	Status	Year	Notes
Museum	Museum Donations - for Exhibitions	Donations	15,871	Operating adverse	Plus \$5,000 donated July 2016. Full carryover of \$15,871 required as projects using donations have not taken place this year due to Museum closure.	From 2015-16 Budget Year	Not all of the donations for special museum projects have been spent yet. Full carryover required including \$5K donated July 2016 = \$15,871.
Community Development	Taxi Chits	Donations	2,487	Operating adverse	Community project - donations from local charities	Correction of GST incorrectly deducted from donations	Includes prior financial periods GST adjustment of \$2,487.
Donations		Total donations carryovers	18,358				
Community Development	Creative Communities Grant	External Grant	1,491	Operating adverse	Carry over from cancelled projects from previous year.	From cancelled projects	Grants allocated but returned due to cancellation of projects.
External Grant Funded		Total external grant funded carryovers	1,491				
Parks & Reserves	Repairs and Maintenance to Hokitika Statues	Rates	2,709	Operating adverse	\$1,000 committed to Oscar Bottom Memorial.	Rates YE 2014	Transfer balance to 2017-2018
Parks & Reserves	Repairs and Maintenance to Hokitika Statues	Rates	5,000	Operating adverse	Discussion with contractor and Heritage Hokitika has taken place. Low priority at present.	Rates YE 2015	Transfer to 2017-2018
Museum	Research Development Centre	Rates	13,683	Operating adverse	Existing spend work in progress - paused due to Museum closure but will be needed in reopened Museum. Balance of budget will be carry over.	Rates YE 2016	Unable to complete two capex projects in one year due to lack of capacity so it was requested that this be carried over to 2016-2017. Note that the refit can only happen during the winter months. Further carryover needed due to building closure; strengthened building will need this project within it.

Activity	Detail	Funded By	Requested Amount	Variance 2016-2017	Status	Year	Notes
Rates Funded		Total rates funded carryovers	21,392				
			41,241				

Total donations carryovers	18,358
Total external grant funded carryovers	1,491
Total rates funded carryovers	21,392
	41,241

Report



DATE: 23 November 2017
TO: Mayor and Councillors
FROM: General Manager WDPL

TRANSFER OF LAND FOR MANAGEMENT TO WDPL

1 SUMMARY

- 1.1 The purpose of this report is to seek approval from Council to transfer a property for management purposes to Westland District Property Ltd.
- 1.2 This issue arises from a request from a local couple in Hannahs Clearing to clear the section and turn it into grazing land for sheep.
- 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 September 2014, which will be set out in the next Long Term Plan 2015-25. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council transfer the property to WDPL for management purposes.

2 BACKGROUND

- 2.1 The property, SEC 1 SO 364887, is on the Haast-Jackson Bay Road just north of the township of Hannahs Clearing. This 0.5032ha property is undeveloped land completely covered in gorse and scrub; it was NIL rated when the enquiry was initially received, and Council has determined that a rate of \$902.50 for 2018/2019 will apply once the lease is concluded.

3 CURRENT SITUATION

- 3.1 Local Hannahs Clearing residents Phil and Sheri Wright wish to lease the land to clear it of scrub and gorse and use it for grazing sheep.

4 OPTIONS

- 4.1 Option 1 – Do nothing, retain the property within Council.
- 4.2 Option 2 – Transfer the property to WDPL for management purposes.

5 SIGNIFICANCE AND ENGAGEMENT

- 5.1 This matter is assessed as being of low significance. Transfer of the property to WDPL for management purposes will enable WDPL to generate revenue for itself and rates for Council.
- 5.2 No consultation is required.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

- 6.1 Option 1: Do Nothing. Status quo remains and Council retains the property.
- 6.2 Option 2: Transfer the property to WDPL, for management purposes. This option will enable the land to be cleared and developed at no cost to Council and revenue from rental to be earned for WDPL and rates for Council. A lease fee of \$300 per annum plus rates is proposed.

7 PREFERRED OPTION(S) AND REASONS

- 2.1 The preferred option is Option 2. Transfer the property to WDPL to enable the land to be developed and some revenue to be earned for Council and WDPL.

8 RECOMMENDATION

- A) **THAT** Council transfers SEC 1 SO 364887 to WDPL for management purposes with the intention of leasing it for development for grazing.



Marion Smith
General Manager

Appendix 1: Aerial map showing location of SEC 1 SO 364887

Transfer of Land for Management to WDPL

Created By: Peter Oliver
Print Date: 17/11/2017
Print Time: 4:43 PM



Scale: 1:1500
Original Sheet Size A4

Projection: NZGD49 / New Zealand Map Grid
Bounds: 2177751.97926001,5688240.23488734
2178081.87963939,5688650.36854926

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The information shown on this plan may not be accurate and is indicative only.
The Westland District Council accepts no responsibility for incomplete or inaccurate information.

Report



DATE: 23 November 2017
TO: Mayor and Councillors
FROM: Planning Manager

PLANNING UPDATE THROUGH OCTOBER 2017

1 SUMMARY

- 1.1 The purpose of this report is to provide the tenth in an ongoing series of monthly reports to the Council on its planning activities under the Resource Management Act 1991, including resource consent processing, monitoring and enforcement, and policy development including the review of the Westland District Plan.
- 1.2 This issue arises from Elected Members' request to be better informed on planning matters, as well as positive and constructive feedback on the reports to date.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2015-25. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council receives this report.

2 BACKGROUND

- 2.1 Council's planning department performs a number of functions under the Resource Management Act 1991 (RMA), including resource consent processing, monitoring and enforcement, and policy development including the review of the Westland District Plan.
- 2.2 Currently, in addition to this monthly report, Elected Members receive a weekly list of resource consents received, and a quarterly report on performance and statutory timeframes for the issuance of resource consents.

2.3 Since February, the Council has received written monthly reports covering the matters below, which are also the subject headings for this month's report:

- Resource consent applications received, by type
- Resource consents issued, by type, and compliance with statutory timeframes
- Resource consent applications notified (limited or full public), by type
- Resource consent applications that went to or are going to a hearing (due to submitters wishing to be heard)
- Significant compliance monitoring and enforcement activity
- Progress with the District Plan Review
- Process improvements of note
- Resourcing issues
- RMA Amendments

2.4 Like monthly financial reports, the monthly planning report focuses on the previous calendar month – in this case the month ending 31 October.

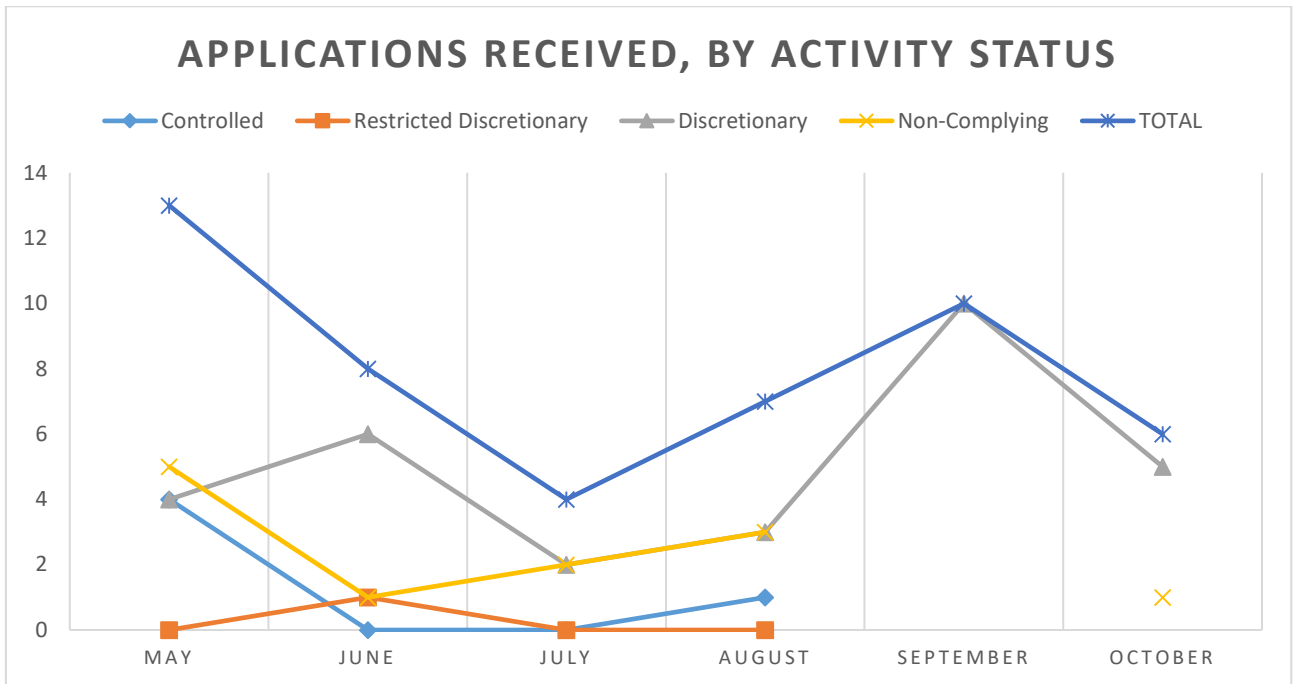
3 CURRENT SITUATION

3.1 Resource consent applications received

3.1.1 A total of 6 complete applications were received in October 2017, down from 10 in September.

3.1.2 In terms of their activity status under the District Plan:

- Five are for discretionary activities, being:
 - a variation to an existing consented subdivision at Kaniere Tram
 - a garage which breached front yard setbacks at Hannahs Clearing
 - a second dwelling on one title in the Rural Zone at Golf Links Road
 - a second dwelling on one title in the Rural Zone at Paiere Road
 - a request for an existing use certificate for Fox Glacier Airstrip
- One is a non-complying activity being a garage which breaches height and rear yard set back requirements at Franz Alpine Resort.



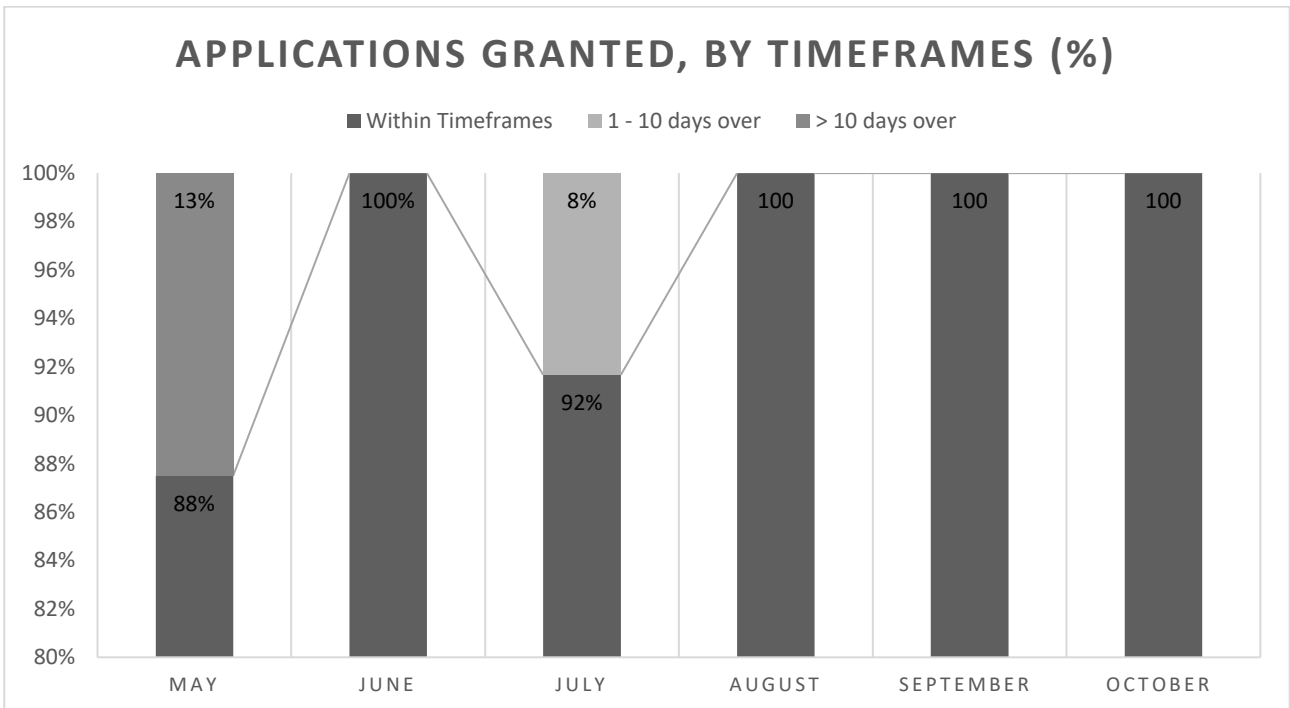
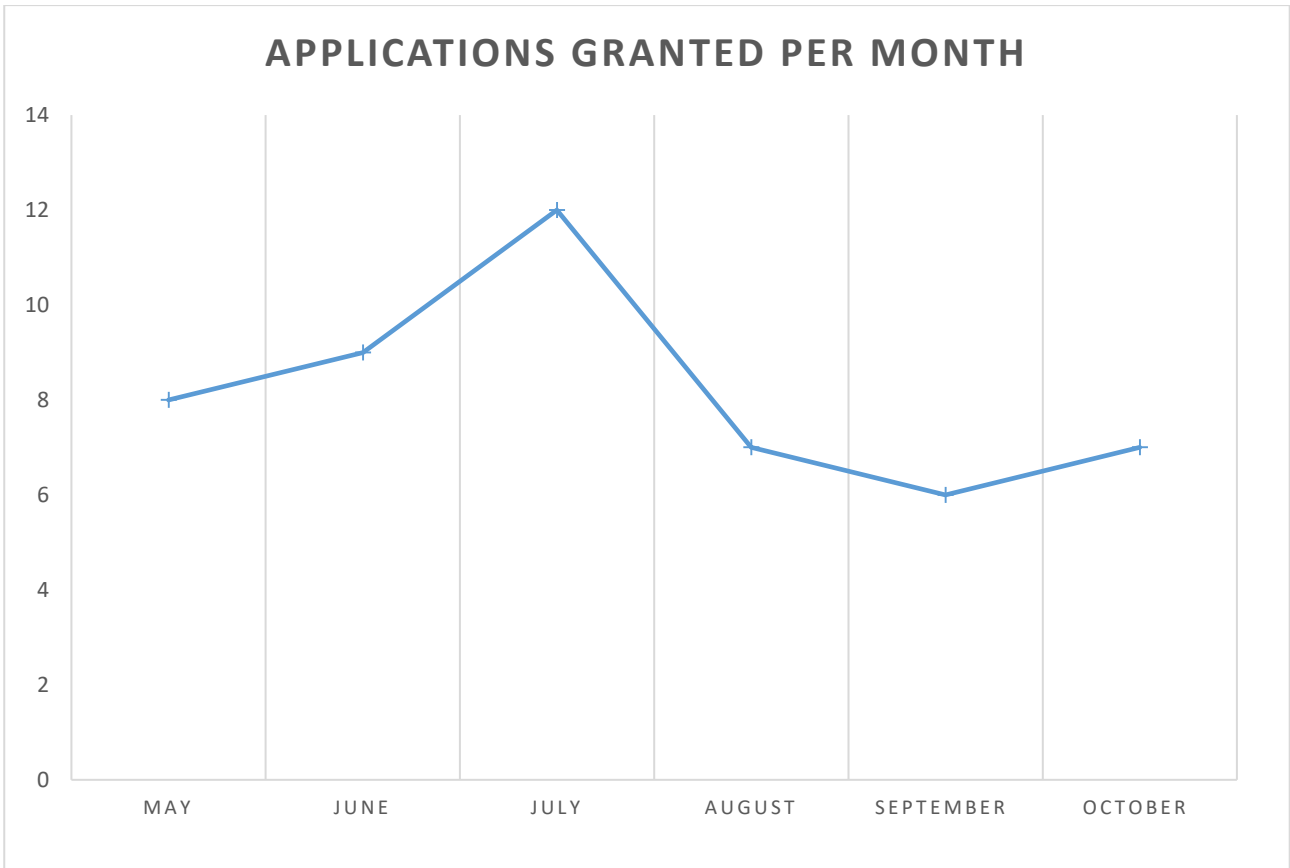
3.1.3 Further details of each application received are not provided in this report but have been included in the weekly e-mail updates to Elected Members on the consents received. The updates include the name of the applicant, the location, and the proposed activity.

3.2 Resource consents issued

3.2.1 A total of seven consents were issued in October. The breakdown of these consents is as follows:

- Hokitika Camping Ground – off-site sign, SH6, Three Mile
- B McLaughlan – two tourist accommodation units, Ferguson Place, Franz Josef
- S Mitchell – two lot subdivision, Blue Spur Road
- S Mitchell – erect a dwelling in the Rural Zone, Blue Spur Road
- R&N Pieper – second dwelling on one title in the Rural Zone, Golf Links Road
- Three Way Holiday Parks – to erect two kitchen gazebos at Kerr Road, Fox Glacier
- Murray Madgwick – variation to subdivision consent, Woodstock-Rimu Road

3.2.2 Compliance of processing timeframes achieved 100% for October.



3.3 Resource consent applications notified

- 3.3.1 Applications found to have potentially affected parties only proceed to limited notification if the applicants do not attempt or are unsuccessful in gaining affected party approval (APA). Applications are only fully publicly notified (wider than specified parties) if effects on the wider environment are deemed to be more than minor.
- 3.3.2 In October, no applications were limited notified to potentially affected neighbouring parties. No limited notifications have occurred this year. To put this in context 17 applications were limited notified in the calendar year 2016.
- 3.3.3 No applications were fully publicly notified in October, or in the calendar year 2017 to date. To put this in context, only 1 application was fully publicly notified in the calendar year 2016 (modification of St Mary's Church in Hokitika), 1 in 2015 (Renton's building demolition in Hokitika), and 1 in 2014 (Westland Milk Products expansion in Hokitika).

Resource consent applications that went to or are going to a hearing

- 3.3.4 The outcome of notification is not always that a hearing occurs. Sometimes there are no submitters, or the submitters are in support of the project. Other times the submitters and the applicant agree to consent conditions before a hearing.
- 3.3.5 Following Environment Court mediation in August, Tuffy Investments are working toward completing requirements originating from the heads of agreement.
- 3.3.6 As a result of an appeal lodged with Environment Court prior to the appeals period closing on 5 September, mediation was undertaken on 3 November in Christchurch for AR & DK Godfrey Family Trust. Conditions of the heads of agreement are being worked though.

3.4 Significant compliance monitoring and enforcement activity

- 3.4.1 An information gathering and monitoring exercise was undertaken from Hokitika South, at the end of October, in conjunction with a previous trip north and east to Otira, to gather a baseline for commercial activities occurring in the Rural Areas and Small Settlement Zones (including off-site signs).

3.4.2 An educational approach will begin shortly, by way of sending letters to unauthorised activities with the intention of helping through the RMA process. Further updates will be provided to the Planning Portfolio holder (Deputy Mayor Lash) and via these monthly reports.

3.5 Progress with the District Plan Review

3.5.1 The vast majority of the District Plan is 5 years overdue for review.

3.5.2 As reported earlier, the working party of three RMA-trained Councillors recommend a concentrated, integrated, comprehensive review within the next few years. The working party's consensus is that a Scoping Discussion Document for community consultation would be a sensible first step, an example of which was attached to June's planning update report. This is expected to be drafted and released in early 2018. In the meantime, discussions are beginning with some stakeholders to identify priorities within the community and inform the Scoping Discussion Document.

3.5.3 No further information has been received by the Planning Department regarding the LGNZ proposal for a combined District Plan Review. However Westland and Grey District have acknowledged an intention to work together at a staff level and combine resources where possible.

3.5.4 A further meeting of the Council's District Plan Review working party (the RMA-accredited Deputy Mayor Martin, Councillor Lash and Councillor Neale) will be convened shortly to discuss priorities and next steps.

3.6 Process improvements of note

3.6.1 Old procedures are being reconsidered to find efficiencies in the system with a stronger approach on the use of technology. Emphasis is being put on information management.

3.6.2 New policies and procedures are being written up and adopted to ensure consistent outcomes within the current team and any staff going forward.

3.6.3 Customer Service Centre staff are training towards offering back up for the Business Service Officers responsible for Environmental Health, Liquor Licencing, Building and Planning to ensure efficient information processing at times of staff absence or extreme workload.

3.7 Resourcing issues

3.7.1 Sadly our Planner Joubert Bekker has accepted a position in Wanaka and is starting his new role in January 2018, leaving a gap in the team. The position is being advertised at present with the intention of achieving up to two weeks of overlap for the incoming member.

3.8 RMA Amendments

3.8.1 The Special Consultative Procedure is currently being advertised to apply fair and reasonable charges for the processing of the new activity statuses. This will run until 18th November 2017. Anyone wishing to speak to their submission would do so in an open public Council Meeting which could take place during the December Council meeting. No submissions have been received to date. A verbal update as to whether any submissions were received will be given at the 23 November Council meeting.

4 OPTIONS

4.1 To receive this report or not.

5 SIGNIFICANCE AND ENGAGEMENT

5.1 The decision to be made today is of low significance, as this report is for information only.

6 ASSESSMENT OF OPTIONS (INCLUDING FINANCIAL IMPLICATIONS)

6.1 The options are to accept or not to accept this report.

6.2 There are no risks in either accepting or not accepting this report.

7 PREFERRED OPTION AND REASONS

7.1 The preferred option is that Council accepts this report.

8 RECOMMENDATION

8.1 **THAT** Council accepts this report.

Fiona Scadden
Planning Manager

From: Isaac Winsley [isaac@inspiringstories.org.nz]
Sent: Friday, October 27, 2017 5:48 PM
To: Latham Martin
Cc: Thomas Maharaj
Subject: Inspiring Stories // Future Leaders 2018

Hi Latham,

Great yarns today! I love your enthusiasm and confidence in bringing this to Hokitika. Don't hesitate to get in touch with either myself or Thomas going forward.

We're both dedicated to doing whatever we can to see this happen here, myself especially. Having spent the first 20 years of my life here, it still is a place special to me. Let's see this happen.

Attached is the Future Leaders doc. as promised.

Just a quick summary of our wrap up and action points discussed to get things moving.

The cost to run this programme effectively is 50K.

- If we receive a letter of commendation by Tuesday 31st signed by yourself and the mayor we can take this to conversations with our board and MYD. Our board meeting is at 4pm Tuesday, 31st.
- An indicative dollar sum of what the council are willing to invest will inform partnership conversations at our end. Most partners are contingent on council being a funder and strategic partner.
- If you can let us know what funding partners you connect with, at what level etc, we can assist where possible to help leverage from potential partners.

I'm excited!

Thanks again for meeting with us.

Cheers,
Isaac Winsley

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	<p>Isaac Winsley isaac@inspiringstories.org.nz 027 357 0856 Inspiring Stories <i>Backing young New Zealanders</i> www.inspiringstories.org.nz</p>
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FUTURE LEADERS – 2018

BACKING YOUNG PEOPLE TO BUILD CAPABILITY & MAKE A DIFFERENCE IN YOUR COMMUNITY



CONTENTS

The Big Opportunity	1
Future Leaders	
Why Get Involved	3
Programme Overview	4
Programme Elements	5
Learning Outcomes	6
About Inspiring Stories	
Our Programmes	8
Reach & Impact 2018–2020	9
Our Team & Board	10



THE BIG OPPORTUNITY



We live in a world with urgent and complex problems that need solving – social, environmental, economic.

For too many of New Zealand's young people these challenges are overwhelming – they feel helpless and disempowered. This is not okay.

Our mental health is amongst the worst in the developed world. As is obesity, youth suicide, and youth unemployment, and the cost of housing. We can do better than this.

There has never been a more critical time to be empowering young New Zealanders to navigate these big challenges, and building their skills and capability to create the future. We know that when young people feel empowered and optimistic about the future, they're much better contributors to society.

At **Inspiring Stories**, we're backing young New Zealanders to unleash their potential to change the world. Since 2011, we've built an impressive track record of programmes and partnerships that have now directly supported more than 7,000 young New Zealanders.

From curing treatable blindness to tackling recidivism in prisons, starting technology companies and strengthening mental health and wellbeing – our alumni have now been shortlisted for the Young New Zealander of the Year Award, won International Youth Leadership Awards, attended the Global Entrepreneurship Summit, and represented our nation on the world stage. It's exciting, but we're really just getting started.

This year Festival for the Future attracted 1,300+ attendees – half of them coming from outside of Auckland, and young people from every region represented.

Building on the Festival, the greatest need we see right now is support for young people in NZ's rural and provincial areas. Our Future Leaders programme is helping to meet this need in seven communities, currently running in Opotiki, Kawerau, Whakatane, Far North, Whangarei and Palmerston North. The experience for some has been life changing, and the potential for impact here is huge.

We're working with the Mayors Taskforce for Jobs to expand the Future Leaders programme. If **Westland City Council** wants to make a big difference for young people in your community – we'd love to work with you.

Guy Ryan, CEO & Founder, Inspiring Stories
2015 Young New Zealander of the Year



Future Leaders has opened my eyes to a whole new world of possibilities. I've learnt new concepts, new skills and met people who have changed my perception about the world. Where I come from the opportunities to get access to this much development and support are next to nil – I've grown so much.

Aroha Puru, Okaihau – Future Leaders 2017



I remember how dark things seemed. I had no hope for a positive future, and felt as though I was not worth anything. I've grown so much personally. I've been shown new ways to look at problems and create solutions. I've been taught that I am my most important asset, that I need to take care of myself so that I can take care of others.

Blair Kapa-Peters, Te Kao – Future Leaders 2017



WHY GET INVOLVED?

We live in a time of huge turbulence and upheaval. Future Leaders is an investment into the future of your community – backing local young people to better understand future challenges, be inspired, and build their entrepreneurial and leadership capability to make a difference in their backyard.

EMPOWERMENT

From climate change to inequality, mental health to unemployment – too many young people feel overwhelmed by the issues. They don't feel valued, optimistic about the future, or like their efforts can make a difference.

When young people feel empowered, they are much more likely to contribute to society. We need to help them realise their potential.

At its core, the Future Leaders programme is about empowerment. It combines mentoring, coaching, hands-on learning, workshops and events that equip young people with the connections, capability and confidence to create the future. Building on the 2016 pilot, it's now up and running in seven communities.

LOCAL SOLUTIONS

We believe that many of the solutions to the pressing problems communities face can be found within the local community.

That's why we recruit, train and support local people – our 'Coaches', to largely lead the design and delivery of the programme. Our Coaches work closely with the core group of young people – our 'Future Leaders' to engage their community in a process to tackle one of a pressing local challenges they face. It's a hands-on approach to problem solving that builds capability and engage and inspire dozens of other people in the process.

Young people are not just the leaders of tomorrow. We need them to be leaders now.

AMPLIFIER EFFECT

Whilst a large part of the programme is focused on the training and support for a core group of young people, our goal is to positively impact as many local young people as possible – at least 50+ in every community.

Firstly, this will be achieved by making all workshops and events during the year accessible for dozens of other young people.

Secondly, this impact is further amplified by our other programmes and partnerships. Festival for the Future provided an example of this in 2017, where 40+ young people from the Far North, two van loads from the Bay of Plenty, and 50+ from the Manawatu attended, and a 'life changing' experience for many.

PAGE 3

PROGRAMME OVERVIEW

Future Leaders builds capability, provides inspiration, and supports young people to work in teams to develop and test solutions to local community challenges. The 9-month programme includes coaching, mentoring, workshops at local and national level, and attending Festival for the Future.



THREE TIERS OF ENGAGEMENT, SUPPORTING AT LEAST 55 PEOPLE IN YOUR COMMUNITY

x1 Coach – we recruit, train and support one coach who leads the local coordination including Mayor meetups, coaching with participants, workshops and events, and attending national hui.

x4 Future Leaders – the core group of young people who participate in the whole programme, attending all national hui, activating others, and leading the local community project.

x30 Young People – from the wider community take part in the local hui, capability building workshops, attend Festival for the Future (FFTF18), and support the local community project.

PAGE 4

PROGRAMME ELEMENTS

LOCAL COACHING

The regular 1-on-1 coaching is focused on helping the core group of Future Leaders to develop and grow.

MONTHLY MAYOR MEET UPS

Coaches and core Future Leaders meet with the Mayor every 1-2 months for mentoring, challenge and support.

LOCAL COMMUNITY PROJECT

Coaches and core Future Leaders work to develop, prototype and test a solution(s) to a local community issue.

NATIONAL HUI

#1 – Coaches & Future Leaders from across the nation connect, dive into the programme, the context for action, and capability building workshops.

#2 – Coaches & Future Leaders share the local challenge they'll be working to tackle, build capability, get inspired, and share next steps for back home.

#3 – Festival for the Future, alongside 2,000+ young NZers to connect, be inspired, upskill, and create the future.

LOCAL WORKSHOPS

#1 – Connection & Inspiration

#2 – Local Govt & Civic Engagement

#3 – Building Teams & Relationships

#4 – 21st Century Organising

#5 – Money, Resourcing & Sustainability

#6 – Marketing & Communications

#7 – Future Pathways

PAGE 5

LEARNING OUTCOMES

WHAT WILL YOUNG PEOPLE GET OUT OF THE PROGRAMME?

Increased connectivity – young people are better connected with a community of peers and practitioners.

Increased knowledge – of future challenges, and how young people can and are making a difference.

Increased capability – building social entrepreneurship and leadership capability with transferable skills.

Taking action – in response to an identified local issue, working as a team to prototype and test a solution.

Pathways – into employment, entrepreneurship and leadership – beyond the programme.

QUALITIES THAT WILL BETTER POSITION YOUNG PEOPLE FOR THE FUTURE

Ambition and motivation – i.e. a strong desire to do or achieve something

Sense of purpose – i.e. making a difference for others and/or the environment

Resilience – i.e. having grit, and persevering when things get tough

Creativity – i.e. being able to generate ideas and approach things from new angles

Empathy – i.e. the ability to understand and share feelings of another

Initiative – i.e. the ability to act on needs and opportunities, with a bias to action

Leadership – i.e. the ability to take action, and lead a group or organisation

Enterprise skills – i.e. for developing a project, venture and/or an organisation

An open mind and a willingness to pivot

Young social entrepreneurs need to overcome five key challenges:

A lack of confidence and fear of failure, which is more common for young people;

A lack of business and enterprise skills;

A lack of people management competencies;

A lack of networks;

The ability to access and generate finance;

PAGE 6

ABOUT INSPIRING STORIES

Inspiring Stories operates nationwide with the vision to see every young New Zealander unleash their potential to change the world. Since launching in 2011 we've built an impressive track record of programmes, partnerships and pathways for young people. Below is a glimpse of these outcomes.



WWW.INSPIRINGSTORIES.ORG.NZ

INSPIRATION

Creating and sharing inspiring stories about young people making a difference.

22,000,000+ MEDIA REACH

TVNZ BREAKFAST, TV3, RADIO NZ, DOM POST, NZ HERALD, SUNDAY STAR TIMES, IDEALOG, KIA ORA, THE WIRELESS.

CAPABILITY

7,000+

The alumni of our programmes now have increased entrepreneurial and leadership capability, with hundreds of ideas sparked.

ACTION

100+ VENTURES

We've sparked and supported 100+ youth-led projects and social enterprises. Whilst early stage, many of these are going on to generate revenue and create tangible positive impact.

PAGE 7

OUR PROGRAMMES



In partnership with the Mayor's Taskforce for Jobs and local Councils, Future Leaders (FL) backs young people from rural and provincial New Zealand to develop their social entrepreneurship and leadership capability and make a difference in their backyard. See www.futureleaders.kiwi



Festival for the Future (FFTf) is a vibrant national event that celebrates youth-led Kiwi innovation, supporting the next generation to build ideas and skills for a better world. See www.festivalforthefuture.org.nz



Live the Dream (LTD) is 9-month programme that supports New Zealand's most promising young social entrepreneurs to develop their ventures. See www.livethedream.org.nz



We're building The Future Fund to provide seed funding grants and tailored support for New Zealand's most promising young social entrepreneurs. We'll be making the first contestable seed funding available in 2018. See www.thefuturefund.org.nz



Our national film competition, attracting a diverse range of 3-5 minute documentaries about young Kiwis making a difference. See www.makingadifference.org.nz

PAGE 8







REACH & **IMPACT** / 2018–2020

	OVERVIEW	SNAPSHOT OF 2017	2018 OUTLOOK	IMPACT BY 2020
	Backing young people in rural and provincial New Zealand to build capability and make a difference in their backyard.	– running in Opoitiki, Whakatane, Kawerau, Palmerston North, Far North and Whangarei – significant advances on lessons learnt in the 2016 pilot, preparing to scale up 2018	Running in 10+ communities. Benefit 500+ young people. Life-changing programme. Stronger partnerships.	2,000+ alumni. Tangible impact in communities. Programme runs in every region. Programme expands to Pacific.
	The national event that celebrates youth-led Kiwi innovation, growing ideas & skills for a better world.	– 7th annual Festival, 1,300+ attendees – most significant national event of its kind – 300+ scholarships provided since 2011 – increased engagement with YoPros	2,000+ attendees. Accessible for any young Kiwi. Growing Asia-Pacific profile. Stronger partnerships.	The Festival is a world class event. International significance for young people in the Asia-Pacific region. Year-round engagement.
	Supercharging the capability of New Zealand's most promising young social entrepreneurs to develop & grow their ventures.	– running in x3 cities: AKL + WGN + CHCH – 116 alumni have graduated since 2014 – 1/3 alumni working on original ventures, 1/3 started others, 1/3 found employment	Evolve to 9-month programme. Increased prestigiousness, with contestable seed funding via the Future Fund.	World-class programme. 100 sustainable social enterprises. Alumni deeply engaged as mentors to support the next generation.
	Film competition attracting a diverse range of entries around the theme 'young Kiwis making a difference'.	– previous winners featured on Air NZ flights – entries increasing in quality each year – new partnership with Weta Digital – focus on greater traction in tertiary	Strengthening the link between storytelling and social change. Best-in-industry partners for capability and distribution.	NZ's most prestigious film competition for young people. 1,000,000+ combined audience reach, with content year-round.
	Seed funding & support for NZ's most promising young social entrepreneurs	– \$60,000 raised to kick-start the fund – engaging HNW's to help build the fund – developing strategy for funds allocation	First contestable seed funding grants distributed via LTD. Fund grows to \$200k.	\$1M+ has been distributed to support NZ's most promising young social entrepreneurs.







THE **TEAM** BEHIND IT

OUR CORE OPERATIONS CREW

	Guy Ryan CEO & Founder, Former Young New Zealander of the Year (2015)
	Jo Bailey // Operations Manager Day-to-day operations and support across our programmes
	Thomas Maharaj General Manager, working across strategy, partnerships and growth
	Carina Esguerra Programme Manager, Future Leaders – rural & provincial NZ
	Noa Woolloff Business Development and Social Media Management
	Alice Andersen Programme Manager, Young people in social enterprise

	Hana Osawa Head of Design & Digital
	Anya Bukholt-Payne Communications, Events & Scholarships Intern
	JJ Rika Champion & Coach, Eastern Bay of Plenty
	Abi Symes Champion & Coach, Palmerston North
	Peter Boyd Champion & Coach, Whangarei
	Harko Brown Champion & Coach, Far North

OUR BOARD

	Marty Enright, Chair Ex-Bus. Dev for Warner Bros Asia-Pacific, now Consultant
	Angela Lim, Trustee Doctor at Starship Hospital. Entrepreneur. Board member.
	Jacque Lethbridge, Trustee Partner at Lowndes Law, Chair of Auckland Community Law Fndtn
	Katharine Broughton, Trustee Senior PR and Communications Consultant, ex-owner of BEAT
	Dan Henderson, Trustee Ex-Coordinator Mayor's Taskforce for Jobs, now consultant at LGNZ
	Agnes Naera, Trustee Director of Equity at AUT Business School



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