

I hereby give notice that an ordinary meeting of the Grey District Council will be held:

**Date:** Monday 29 March 2021  
**Time:** 4:00 pm  
**Venue:** Council Chambers, 105 Tainui Street, GREYMOUTH

Paul Morris  
Chief Executive

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## FULL COUNCIL AGENDA

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### Members:

Mayor: Her Worship the Mayor Tania Gibson  
Deputy Mayor: Councillor Allan Gibson  
Members: Councillor Anton Becker  
Councillor Rosemary Green  
Councillor Peter Haddock  
Councillor Murray Hay  
Councillor Rex MacDonald  
Councillor Patrick McBride  
Councillor Timothy Mora  
Kaiwhakahaere Francois Tumahai

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*The information in this document is provided to facilitate good competent decisions by Council and does in no way reflect the views of Council. Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.*

## ORDINARY MEETING OF THE GREY DISTRICT COUNCIL

to be held in the Council Chambers, Grey District Council, 105 Tainui Street, Greymouth on Monday 29 March 2021 commencing at 4:00 pm

# A G E N D A

**Before Council - Public Forum: Nil**

*Note: A period is set aside for the public to speak to Council before the meeting. Members of the public are allocated a time to address the Council on items that fall within delegations of the Council provided the matters are not subject to legal proceedings, and are not already subject to a process providing for the hearing of submissions. Speakers may be questioned through the Chair by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker(s). Such presentations do not form part of the formal business of the meeting with those requiring further action being referred to the Chief Executive for further reporting at another Council meeting.*

**Speakers during Council: Nil**

## COUNCIL IN OPEN MEETING

### GENERAL BUSINESS AND TABLED ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

### LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Council members are reminded that if he/she has a direct or indirect interest in any item on the agenda be it pecuniary or on grounds of bias and predetermination, then he/she must declare this interest and refrain from discussing or voting on this item.

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# [1] Apologies and Declarations of Interests

<b>1</b>	<b>APOLOGIES</b>
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<b>2</b>	<b>UPDATES TO THE INTERESTS REGISTER</b>
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- 2.1 Elected members to please advise if there are any changes to be made to the current Interests Register.

<b>3</b>	<b>IDENTIFY ANY CONFLICTS OF INTEREST IN THE AGENDA</b>
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- 3.1 Notwithstanding that an elected member may declare an interest at any later stage in this Agenda (prior to taking part in the deliberation of a particular item) those items where an interest will be declared may wish to be disclosed now.

## [2] Confirmation of Minutes of previous meetings

### 2.1 CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL DATED 22 FEBRUARY 2021 (PAGES 7-13)

<b>1 SUGGESTED RECOMMENDATION</b>
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- 1.1 That the minutes of the ordinary meeting of Council dated 22 February 2021 be confirmed as true and correct.

<b>2 RECOMMENDATION (FULL COUNCIL)</b>
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### 2.2 CONFIRMATION OF MINUTES OF EXTRAORDINARY MEETING OF COUNCIL DATED 15 MARCH 2021 (PAGES 14-15)

<b>1 SUGGESTED RECOMMENDATION</b>
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- 1.1 That the minutes of the extraordinary meeting of Council dated 15 March 2021 be confirmed as true and correct.

<b>2 RECOMMENDATION (FULL COUNCIL)</b>
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### 2.3 CONFIRMATION OF MINUTES OF TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL DATED 11 FEBRUARY 2021 (PAGES 16-18)

<b>1 SUGGESTED RECOMMENDATION</b>
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- 1.1 That the minutes of the meeting of the Tenders Subcommittee dated 11 February 2021 (rebricking of Blaketown Retirement Housing Units) be received and noted.

<b>2 RECOMMENDATION (FULL COUNCIL)</b>
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## **2.4 CONFIRMATION OF MINUTES OF TENDERS SUBCOMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL DATED 3 & 8 MARCH 2021 (PAGES 19-22)**

<b>1</b>	<b>SUGGESTED RECOMMENDATION</b>
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- 1.1 That the minutes of the meeting of the Tenders Subcommittee dated 3 & 8 March 2021 (Greymouth Reservoir Tank Supply – Contract No. 2020-21-19 & Kaiata Water Supply – Contract No. 2020-21-08) be received and noted.

<b>2</b>	<b>RECOMMENDATION (FULL COUNCIL)</b>
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**MINUTES OF THE MEETING OF THE GREY DISTRICT COUNCIL**  
**held in the Council Chambers, Grey District Council,**  
**105 Tainui Street, Greymouth**  
**on Monday 22 February 2021 commencing at 4.00pm**

**PRESENT:** Her Worship the Mayor Tania Gibson (Chair)  
Councillors Allan Gibson (Deputy Mayor) Anton Becker, Rosemary Green, Peter Haddock, Murray Hay, Patrick McBride, Rex MacDonald, Tim Mora, Kaiwhakahaere Francois Tumahai

**IN ATTENDANCE:** Paul Morris (Chief Executive), Catriona Bayliss (Committee Secretary), Kathryn Ruddle (Corporate Services Manager), Mel Sutherland (Infrastructure Services Manager), Dearne Thompson (Community Development Manager) and press

**APOLOGIES:** Nil

**COUNCIL IN OPEN**

**21/02/209 Confirmation of Ordinary Council Meeting Minutes**

Refer pages 7-23 of Agenda.

Proposed Cr Becker  
Seconded Cr MacDonald

"that the minutes of the ordinary meeting of Council held on 14 December 2020 be confirmed as true and correct."

**Motion Carried**

**21/02/210 Receipt of Minutes of meeting of the Tenders Subcommittee held under delegated authority for information of Council dated 3 December 2020**

Councillor Haddock declared an interest in this item and took no further part in the discussions or decision herein.

Refer pages 24-26 of Agenda.

Proposed Cr Gibson  
Seconded Cr Becker

"that the minutes of the meeting of Tenders Subcommittee held on 3 December 2020 (Roading Maintenance – Contract No. 2018-19-02; Footpath Renewals – Contract No. 2020-21-20; Slipway Upgrade: Port of Greymouth – Contract No. 2020-21-07) be received and noted."

**Motion Carried**

**21/02/211 Receipt of Minutes of meeting of the Tenders Subcommittee held under delegated authority for information of Council dated 17 December 2020**

Refer pages 27-29 of Agenda.

Proposed Cr Haddock  
Seconded Cr Hay

"that the minutes of the meeting of Tenders Subcommittee held on 17 December 2020 (Nelson Creek Hall Repairs – Contract No. 2020-12-01) be received and noted."

**Motion Carried**

**21/02/212 Receipt of Minutes of meeting of the Tenders Subcommittee held under delegated authority for information of Council dated 28 January 2021**

Refer pages 30-32 of Agenda.

Proposed Cr MacDonald  
Seconded Cr Green

"that the minutes of the meeting of Tenders Subcommittee held on 28 January 2021 (Footpath Renewals Contract Renegotiation – Contract No. 2020-12-20; Taylorville Road Pavement Rehabilitation 2021 – Contract No. 2018-19-02) be received and noted."

**Motion Carried**

**21/02/213 Status Report of Council Decisions:**

Refer page 34 of Agenda.

**a. 17/10/212 – S/29: Rapahoe – Inundation from a rising sea**

Matter ongoing.

**b. 18/10/424 – R9/1: Acquisition of Land in Blackball as Legal Road**

The request and documents have been lodged with LINZ.

**c. 18/11/443 – P/16: Port – Transfer of responsibilities, powers and duties relating to navigation safety from West Coast Regional Council**

Further discussion required and options paper to March Council meeting.

**d. 19/02/484 – R9/1: Application for Road Closure and purchase of road reserve: Parcel ID 3701440 adjoining Section 1 S011661 Nelson Creek**

Submissions have been received and the matter will be submitted to Council at the next meeting.



**e. 19/06/562 – S/29: Sea Inundation – Potential threat to lower Cobden**

Awaiting replacement RMA legislation to clarify roles and responsibilities.

**f. 20/05/089 – E/1: Iwi Participation**

Refer pages 35-43 of agenda.

Proposed Her Worship  
Seconded Cr Haddock

"that

1. This report be received.
2. The attached Terms of Reference be approved and adopted, and the Committee of Council be created."

**Motion Carried**

**g. 20/10/167 – B/5: Amendment to Grey District Council Speed Limits Bylaw – Te Kinga and Iveagh Bay**

Refer pages 48-94 of agenda. See decision below.

**Agenda Items**

**21/02/214 C/3: Mayor's Report – December 2020 – January 2021**

Refer pages 46-47 of Agenda.

Proposed Her Worship  
Seconded Cr Gibson

"that the Mayor's activity report for December 2020 and January 2021 be received and its contents noted."

**Motion Carried**

**(20/10/167) Amendment to Grey District Council Speed Limits Bylaw Te Kinga and Iveagh Bay**

Refer page 48-94 of Agenda.

Proposed Cr Haddock  
Seconded Cr Becker

"that -

1. The amendment to Grey District Council Speed Limits Bylaw report be received.
2. Council thanks the submitters.

3. Council approves and adopts the Grey District Council Speed Limits Bylaw with a change to the Speed Limit in the Te Kinga area being 40km/hr."

**Motion Carried**

**21/02/215 Grey District Resident Satisfaction Survey 2020 - Outcome**

Refer page 95-96 of Agenda.

Proposed Her Worship  
Seconded Cr Mora

"that

1. The report Grey District Resident Satisfaction Survey 2020 from the Engagement and Policy Facilitator dated 22 February 2021 be received.
2. Council notes the outcome.
3. Council records its thanks to all residents who have participated in the survey."

**Motion Carried**

**21/02/216 Miscellaneous Items**

Refer page 97 of Agenda.

Proposed Her Worship  
Seconded Cr Haddock

"that the following documents be ratified:

1. Deed of Ground Lease between Grey District Council and Mr Harry G Cox being land situated at 74 Blake Street, Blaketown (Lot 2 Section 76 DP 455).
2. Transfer of lease between JH Parkinson to KJ Parkinson being land at Pitt Street, Cobden (Lots 3 and 4 DP1010)."

**Motion Carried**

**DEPARTMENTAL REPORTS**

**21/02/217 Corporate Services**

Refer page 98-100 of Departmental Report.

Proposed Her Worship  
Seconded Cr Gibson

"that

1. the report be received.
2. Council approves the ordinary meeting set for Monday 29 November be changed to Tuesday 30 November 2021."

**Motion Carried**

**21/02/218 Community Development**

Refer pages 101-103 of Departmental Report.

Proposed Cr Becker  
Seconded Cr Haddock

"that the Community Development report be received and noted."

**Motion Carried**

**21/02/219 Infrastructure Services**

Refer pages 104-108 of Departmental Report.

Proposed Cr Mora  
Seconded Cr Green

"that the Infrastructure Services report be received and noted."

**Motion Carried**

**21/02/220 Environmental Services**

Refer pages 109-113 of Departmental Report.

Proposed Cr MacDonald  
Seconded Cr Hay

"that the Environmental Services report be received and noted."

**Motion Carried**

**21/02/221 Finance Report**

Refer pages 114-116 of the agenda.

Proposed Cr Becker  
Seconded Cr Gibson

"that the Finance Report be received and noted."

**Motion Carried**

**21/02/222 Council In-Committee**

Proposed Her Worship  
Seconded Cr Green

"that Council resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act 1987:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	In Committee Ordinary Minutes dated 14 December 2020	Good reason to withhold exists under Section 7	Section 48(1)a
2.	In Committee Minutes of the Tenders Subcommittee meeting dated 3 December 2020	Good reason to withhold exists under Section 7	Section 48(1)a
3.	In Committee Minutes of the Tenders Subcommittee meeting dated 17 December 2020	Good reason to withhold exists under Section 7	Section 48(1)a
4.	In Committee Minutes of the Tenders Subcommittee meeting dated 28 January 2021	Good reason to withhold exists under Section 7	Section 48(1)a
5.	Blackball Carpark Construction, 18 Hart Street, Blackball	Good reason to withhold exists under Section 7	Section 48(1)a

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 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:

Item No.		
1-4.	Minutes of meeting only	7(2)(b)(ii), 7(2)(h)
5.	Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. To enable the Council to carry on negotiations (including commercial and industrial) without prejudice or disadvantage.	7(2)(e) 7(2)(l)

**Motion Carried**

**COUNCIL RESUMES IN-OPEN MEETING**

**CONFIRMATION OF DECISIONS IN-COMMITTEE**

**PE 2021-02-53    Blackball Carpark Construction – 18 Hart Street, Blackball**

Proposed Her Worship  
Seconded Cr Gibson

"that

1. The report be received, and
2. It be noted that the tender has been awarded to Westroads under delegated authority by the Chief Executive for a tender price of \$153,827.86 plus GST, including a contingency."

**Motion Carried**

The meeting concluded at 4.36 pm

**Confirmed**

\_\_\_\_\_  
**T Gibson**  
**Chairperson**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**Date**

**MINUTES OF THE EXTRAORDINARY MEETING OF THE  
GREY DISTRICT COUNCIL  
held in the Council Chambers, Grey District Council,  
105 Tainui Street, Greymouth  
on Monday 15 March 2021 commencing at 4:30pm**

**PRESENT:**

Her Worship the Mayor Tania Gibson (Chair)  
Councillors Anton Becker, Allan Gibson, Peter Haddock, Murray  
Hay, Rex MacDonald, Patrick McBride, Tim Mora

**IN ATTENDANCE:**

Paul Morris (Chief Executive), Debbie Wilson (Committee  
Secretary), Mel Sutherland (Infrastructure Manager), Kathryn  
Ruddle (Corporate Services Manager)

**APOLOGIES AND DECLARATIONS OF INTEREST:**

Proposed Cr Haddock  
Seconded Cr Mora

"that the apologies received from Kaiwhakahaere Tumahai and Councillor Green be  
received and leave of absence approved."

**Motion Carried**

**IN COMMITTEE ITEMS**

Proposed Her Worship  
Seconded Cr Mora

"that Council resolves to exclude the public on the grounds contained in Section 48(1) of  
the Local Government Official Information and Meetings Act:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	Kaiata Water Supply Project – Contract No. 2020-21-08	Good reason to withhold exists under Section 7	Section 48(1)a

This resolution is made in reliance on section 48(1)(a) of the Local Government Official  
Information and Meetings Act 1987 and the particular interest or interests protected by  
section 6 or section 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 as follows:

Item No.		
1.	Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. To enable the Council to carry on negotiations (including commercial and industrial) without prejudice or disadvantage.	7(2)(e) 7(2)(l)

### **RATIFICATION OF DECISIONS IN OPEN**

#### **E21/03/01 Kaiata Water Supply Project – Tender Contract 2020-21-08**

Refer pages 4-16 of In Committee Agenda.

Proposed Cr Becker

Seconded Cr Gibson

"that –

1. Council accepts and ratifies the recommendation from the Tenders Subcommittee made at the meeting on 3 March 2021 and adjourned to 8 March 2021 in respect of Contract No. 2020-21-08 Kaiata Water Supply.
2. The shortfall of \$1.6 million be funded through borrowing."

**Motion Carried**

The meeting concluded at 5:13pm

**Confirmed**

\_\_\_\_\_  
**T Gibson**  
**Chairperson**

\_\_\_\_/\_\_\_\_/\_\_\_\_  
**Date**

**MINUTES FROM THE TENDERS SUB-COMMITTEE MEETING OF COUNCIL  
acting under delegated authority held in the Council Chambers,  
105 Tainui Street, Greymouth  
on Thursday 11 February 2021 commencing at 4.03pm**

**PRESENT**

Councillor Peter Haddock (Chair)  
Councillor Anton Becker  
Councillor Allan Gibson  
Her Worship the Mayor Tania Gibson

**IN ATTENDANCE**

Paul Morris (Chief Executive)  
Catriona Bayliss (Minutes Secretary)

**APOLOGIES**

There were no apologies

**1. Confirmation of Minutes dated 28 January 2021**

Moved Cr Gibson  
Seconded Her Worship

"that the minutes of the Tenders subcommittee (open) meeting dated 28 January 2021 (Footpath Renewals Contract Renegotiation – Contract 2020-21-20; Taylorville Road Pavement Rehabilitation 2021 – Contract No. 2018-19-02) be confirmed as true and correct."

**Motion Carried**

**IN – COMMITTEE**

Moved Cr Haddock  
Seconded Her Worship

"that -

The Tenders Subcommittee resolve to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	Minutes of In Committee meeting dated 28 January 2021	Good reason to withhold exists under Section 7	Section 48(1)a



2.	Rebrickng of Blaketown Retirement Housing Units	Good reason to withhold exists under Section 7	Section 48(1)a
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This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 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:

Item No.		
1,2.	The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. In particular the report contains information which is commercially sensitive and would be likely to unreasonably prejudice the commercial position of organisations which supplied the information. It also allows the committee to carry out, without prejudice or disadvantage commercial activities	7(2)(b)(ii) & 7(2)(i)

**Motion Carried**

## **COUNCIL IN OPEN**

### **CONFIRMATION OF DECISIONS IN-COMMITTEE**

Moved Cr Haddock  
Seconded Cr Becker

"that the below decisions taken in-committee be confirmed in open"

**Motion carried**

### **2. Rebrickng of Blaketown Retirement Housing Units**

Moved Cr Haddock  
Seconded Cr Becker

"that the decision taken in-committee be confirmed and be made publicly available once the contractor has been advised."

**Motion Carried**

The meeting concluded at 4.25 pm

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**Confirmed**

\_\_\_\_\_  
**P Haddock**  
**Chairperson**

\_\_\_\_\_  
**Date**

UNCONFIRMED

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Minutes Tenders Meeting – 11 February 2021  
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**MINUTES FROM THE TENDERS SUB-COMMITTEE EXTRAORDINARY  
MEETING OF COUNCIL  
acting under delegated authority held in the Council Chambers,  
105 Tainui Street, Greymouth  
on Wednesday 3 March and Monday 8 March 2021 commencing at  
9.02am**

**PRESENT**

Councillor Anton Becker (Acting Chair)  
Councillor Allan Gibson  
Her Worship the Mayor Tania Gibson

**IN ATTENDANCE**

Paul Morris (Chief Executive)  
Brent Drummond (Project Manager)  
Catriona Bayliss (Minutes Secretary)

**APOLOGIES**

Moved Cr Becker  
Seconded Her Worship

"that the apology received from Councillor Haddock be received and leave of absence be approved."

**Motion Carried**

**IN – COMMITTEE**

Moved Cr Becker  
Seconded Her Worship

"that -

The Tenders Subcommittee resolve to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	Greymouth Reservoir Tank Supply – Contract No. 2020-21-19	Good reason to withhold exists under Section 7	Section 48(1)a
2.	Kaiata Water Supply – Contract No. 2020-21-08	Good reason to withhold exists under Section 7	Section 48(1)a

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6

or section 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:

Item No.		
1,2.	The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. In particular the report contains information which is commercially sensitive and would be likely to unreasonably prejudice the commercial position of organisations which supplied the information. It also allows the committee to carry out, without prejudice or disadvantage commercial activities	7(2)(e) & 7(2)(f)

**Motion Carried**

## **COUNCIL IN OPEN**

### **CONFIRMATION OF DECISIONS IN-COMMITTEE**

Moved Her Worship  
Seconded Cr Gibson

"That the below decisions taken in-committee be confirmed in open."

**Motion Carried**

#### **1. Greymouth Reservoir Tank Supply 2020-21-19**

Moved Cr Becker  
Seconded Cr Gibson

"that the decision taken in-committee be confirmed and be made publicly available once the contractor has been advised."

**Motion Carried**

#### **2. Kaiata Water Supply – Contract No. 2020-21-08**

Moved Cr Gibson  
Seconded Her Worship

"that

1. This meeting be adjourned to allow time for a full report on the tenders received for the Kaiata Water Supply – Contract No. 2020-21-08 to be completed and circulated to the Tenders Sub Committee for their consideration.
2. This extraordinary meeting be reconvened at 9.00 am on Monday 8 March 2021."

**Motion Carried**

**//The extraordinary meeting of the Tenders Sub-committee resumed on Monday 8 March at 9.05 am with the following members present:**

Cr Haddock (Chair)  
Her Worship the Mayor  
Cr Gibson//

**In attendance:**

Paul Morris (Chief Executive); Brent Drummond (Project Manager); Catriona Bayliss (Minutes Secretary); Kurtis Perrin-Smith (Utilities Manager)

**APOLOGIES:**

Moved Cr Haddock  
Seconded Her Worship

"that the apology received from Councillor Becker be received and leave of absence be approved."

**IN-COMMITTEE**

Moved Cr Haddock  
Seconded Cr Gibson

"that -

The Tenders Subcommittee resolve to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	Kaiata Water Supply – Contract No. 2020-21-08	Good reason to withhold exists under Section 7	Section 48(1)a

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 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:

Item No.		
1.	The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information. In particular the report contains information which is commercially sensitive and would be likely to unreasonably prejudice the commercial position of organisations which supplied the information. It also allows the committee to carry out, without prejudice or disadvantage commercial activities	7(2)(e) & 7(2)(l)

**Motion Carried**

**COUNCIL IN OPEN**

**CONFIRMATION OF DECISIONS IN-COMMITTEE**

**Kaiata Water Supply – Contract No. 2020-21-08**

Moved Cr Haddock  
Seconded Cr Gibson

"that the decision taken in-committee be confirmed and be made publicly available once the contractor has been advised."

The meeting concluded at 9.39 am

**Confirmed**

\_\_\_\_\_  
**P Haddock**  
**Chairperson**

\_\_\_\_\_  
**Date**

## [3] List of acronyms used

BCA	Building Consent Authority	LGOIMA	Local Government Official Information and Meetings Act
BCO	Building Control Officer	LGNZ	Local Government New Zealand
CCC	Code Compliance Certificate	LTP	Long Term Plan
CSO	Customer Services Officer	LVT	Land Valuation Tribunal
CDEM	Civil Defence Emergency Management	MBIE	Ministry of Business, Innovation and Employment
CDEMG	Civil Defence Emergency Management Group	MCDEM	Ministry of Civil Defence and Emergency Management
CEC	Community Emergency Centre	MDI	Major District Initiative
CEG	Co-ordinating Executive Group	MOH	Ministry of Health
CIMS	Co-ordinated Incident Management System	NBS	New Building Strength
Cpeng	Chartered Professional 'Engineer'	NGO	Non Government Organisation
DEE	Detailed Engineering Evaluation	NZFS	New Zealand Fire Service
DHB	District Health Board	NZQA	New Zealand Qualifications Authority
DIA	Department of Internal Affairs	NZTA	New Zealand Transport Authority
DOC	Department of Conservation	OAG	Office of the Auditor General
DWC	Development West Coast	OSH	Occupational Safety & Health
EMIS	Emergency Incident Management System	PHO	Primary Health Organisation
EDLG	Economic Development Liaison Group	PDU	Provincial Development Unit
EOC	Emergency Operations Centre	PGF	Provincial Growth Fund
EMO	Emergency Management Officer	PIM	Project Information Memorandum
GPS	Global Positioning System	PCBU	Person conducting a business or undertaking
HSNO	Hazardous Substances and New Organisms	RC	Resource Consent
HSR	Health and Safety Representative	RMA	Resource Management Act
HSWA	Health and Safety at Work Act 2015	SCADA	Supervisory Control and Data Acquisition
IAP	Incident Action Plan	SO	Standing Orders
IEP	Initial Evaluation Procedure	SOLGM	Society of Local Government Managers
IQP	Independent Qualified Person	SH	State Highway
LGA	Local Government Act	SNA	Significant Natural Area
LIM	Land Information Memorandum	TECNZ	Tourism Export Council of New Zealand
LINZ	Land Information New Zealand	TLA/TAT	Territorial Local Authority
		WAG	Welfare Advisory Group

## [4] Status report of Council decisions

Resolution Date	Ref No.	Subject	March Update
9 October 2017 9 March 2020	17/10/212	S/29: Rapahoe – Inundation from a rising sea	The draft Licence to Occupy has been provided to the Rapahoe Community Trust. Proposed to be removed from this list.
8 October 2018	18/10/424	R9/1 – Acquisition of Land in Blackball as Legal Road	Council has received the signed Proclamation. The land will vest in Council 14 days after publication in the NZ Gazette, which is being attended to. It is suggested that as the matters from here on are procedural this item can be removed from Matters Arising. A copy of the Proclamation is attached here.
12 November 2018	18/11/443	P/16: Port – Transfer of responsibilities, powers and duties relating to navigation safety from West Coast Regional Council	Due to LTP, this report will be coming to a later meeting.
11 February 2019	19/02/484	R9/1: Application for Road Closure and purchase of road reserve: LINZ Parcel ID 3701440 adjoining Section 1 SO11661 Nelson Creek	Prior to presenting a follow up report to Council, the next step is to meet with the submitters to explore whether the submitters concerns can be resolved. Waiting on applicant to agree to pay all associated costs.
10 June 2019	19/06/562	S/29: Sea Inundation – Potential threat to lower Cobden	This will be taken up by the West Coast Regional Council as part of their LTP and Consultation Document. Proposed to be removed from this list.



# [5] Agenda reports

## 5.1 MAYOR'S UPDATE REPORT

**Report To:** Full Council  
**Meeting Date:** 29 March 2021  
**Report Author:** Mayor Tania Gibson

### 1 REPORT PURPOSE

- 1.1 To provide an update of the Mayor's activity for the month of February 2021.

### 2 EXECUTIVE SUMMARY

- 2.1 The year is now well underway and I have been out and about to a number of events, most of which have been accompanied by good weather which is great for organisers, participants and the region overall. We have also been fortunate that the recent return to COVID Alert Level 2 did not have a significant impact on our local events.
- 2.2 The Mayors Taskforce for Jobs (MTFJ) funding project has been very successful and is still receiving interest from local businesses. Grey District Council has received another round of funding and we are hopeful that we will receive another allocation later this year. The Workforce Development Coordinator and I have been back out visiting businesses to get the word out about the funding and we have also been engaging with Ministry of Social Development, Tai Poutini Polytechnic and our local high schools. I attended a careers event in Hokitika which was organised by the MTFJ Coordinator for the Westland District and this was extremely well organised and worth attending.
- 2.3 A Property Developer who has in recent years completed significant development in our town visited and updated me on his upcoming plans for further development. Most of us are aware that the country is currently experiencing an extremely buoyant real estate market and he too commented on the speed at which real estate is selling in the Grey District and the struggle to meet demand.
- 2.4 Over the weekend of 19-21 February, the Greymouth Clay Target Club hosted a National Sporting Clay Championship event at its local grounds. This three-day event attracted 147 shooters and this would have been beneficial to our local accommodation providers and other businesses. I travelled out to the Club on the Friday morning and viewed the shooting as it got underway and was most impressed with the presentation of the grounds and the efforts of Club members to provide the facilities to host events such as this.

- 2.5 During the month I had the pleasure of opening the Shelter Lions Club members have worked hard to complete. This is a great addition to the boating/picnic area by the Cobden Bridge and appreciation must go to the Lions Club for this initiative.
- 2.6 After much anticipation, the launching of Mawhera II (Digger Pontoon) and Aromahana (Hopper Barge) took place. I was unfortunately away for the launching of Mawhera II but was present on 1 March when the Aromahana was launched. A series of testing is required to enable certification before the vessel can begin dredging and we look forward to this taking place in the near future.

Given the nature of the item, the customary functional report headings are not covered.

<b>3</b>	<b>SUGGESTED RECOMMENDATION</b>
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**That The Mayor's activity report for the month of February 2021 be received.**

<b>4</b>	<b>MAYORAL ACTIVITY SUMMARY</b>
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- 4.1 *1 February:* The day began with attendance at the Grey District Court for Jury Service. I had kept my appointments to a minimum this week however was not selected for the jury and was able to carry on as normal. I cut and styled hair for a local resident which was a prize from a recent funding raising event I had attended in Blackball. Later in the day, Council had another Long Term Plan workshop and following this I attended a Grey District Youth Trust meeting.
- 4.2 *2 February:* A local business owner met with me to discuss development, specifically housing.
- 4.3 *3 February:* Attended a Destination Management meeting with Kiri Goulter and Tim Townsend from Ministry of Business Innovation and Employment (MBIE); met with Westland District Mayor and West Coast Regional Council Chair.
- 4.4 *4 February:* MTFJ meeting with local painting business; a Nelson resident with history of experience in the port industry visited me to talk about ideas for our local port; met with two local business-women to discuss CBD development/issues.
- 4.5 *5 February:* West Coast Housing Forum via zoom; attended a meeting to discuss opportunities for the Monteiths Bottling Plant which has now been gifted to the Greymouth community.
- 4.6 *9 February:* I had a catch-up with the Chair of the Greymouth Business and Promotions Association to discuss recent events and upcoming plans; met with Development West Coast (DWC) Chair, Renee Rooney; attended a meeting with DWC Economic Development Manager to discuss possible development opportunities in the Grey district.
- 4.7 *10 February:* Met with the coordinator for MTFJ project for an update on our current position; attended a careers meeting at Tai Poutini Polytechnic.

- 4.8 *11 February:* A property developer who has already completed significant development in the Grey District visited and provided an update on his work and future plans for our town. Later in the day, I welcomed the 2021 Coast to Coast participants and their support crews. This once again was a very successful event, with record numbers and the weather also allowed the region to be showcased at its best.
- 4.9 *12 February:* Met with Councillor McDonald for catch-up; A member of the Case Family came to see me about a request for a plaque on the vintage grader which sits in Mackay St and which was donated by his family 20 plus years ago.
- 4.10 *15 February:* MTFJ visit to a local business; Gloriavale Leavers Committee representative visit; NZME Mayor's radio update.
- 4.11 *16 February:* Attended and spoke at the monthly Grey Power meeting; workshop with Council to discuss the Climate Change Commission draft report and the 2020 Resident Satisfaction Survey results.
- 4.12 *17 February:* Joint Committee – West Coast Civil Defence Emergency Management; Mayors, Chairs and Iwi forum; meeting with local resident.
- 4.13 *18 February:* Westland MTFJ Careers Expo – this was a very well organised event and well worth attending.
- 4.14 *19 February:* Visited the National Sporting Clay Championship event which was being held at the Greymouth Clay Target Club; met with Councillor Gibson for a catch-up; attended a stakeholder engagement session at the polytechnic.
- 4.15 *20 February:* Opened the Lions Shelter situated at the Campervan Park beside the Cobden Bridge.
- 4.16 *22 February:* Met with representatives from the Jellyman Park committee; February Council meeting.
- 4.17 *23 February:* Te Tai o Poutini Plan meeting; Coast FM radio update; a representative from the Moana Cycle Trail Trust met with me seeking a letter of support to accompany a funding application.
- 4.18 *24 February:* Regional Skills Leadership meeting; discussion with Tai Poutini Polytechnic's Engagement Leader; Radio NZ report; in the evening attended a meeting of the Jellyman Park Committee.
- 4.19 *25 February:* The Area Manager and Regional Director for Kāinga Ora (Housing NZ) visited me and this was an opportunity for ongoing discussions about the shortage of housing and plans for the future; the Chief Executive and I had a general catch-up meeting with Department of Conservation's Director - Operations, Western South Island; called in to The Nest to see how this new organisation is progressing.

## **5.2 PARKING PRECEDENT CODES FOR MOANA FORESHORE – WORDING CHANGES**

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Environmental Services Manager
<b>Executive Sponsor:</b>	Environmental Services Manager
<b>Reference:</b>	P/10

## **1 REPORT PURPOSE**

- 1.1 The purpose of this report is to change the parking infringement precedent wording so that it is in line with the new procedures at the Moana Foreshore.

## **2 EXECUTIVE SUMMARY**

- 2.1 Recently Council upgraded the parking payment system at the Moana foreshore boat ramp. The new system is electronic and no longer dispenses "Pay and Display" coupons. The customer enters the vehicle registration number when paying electronically and the machine retains the registration number for downloading to the enforcement officer.
- 2.2 When an infringement is issued and not paid, an offence notice is sent to the Court with the precedent code wording to inform the court and customer of the nature of the infringement. The new wording is to cover the change of process at Moana.
- 2.3 If the wording is not changed then any infringement issued cannot be enforced by the Courts.

## **3 SUGGESTED RECOMMENDATION FOR COUNCILLOR HADDOCK**

**That**

- 1. The report be received.**
- 2. The wording of the Council parking precedent codes on the Offence Notice relating to Moana foreshore, change from "Did park a vehicle and boat trailer combination, or a boat trailer alone, in the Moana Foreshore Park when there was not displayed on the vehicle a valid pay and display coupon, official receipt or annual concession license" to "Did park a vehicle and boat trailer combination, or a boat trailer alone, in the Moana Foreshore Park without paying the prescribed fee or not displaying on the Vehicle the annual concession license."**

## **4 SIGNIFICANCE AND ENGAGEMENT**

- 4.1 This matter is not significant in terms of the Council Policy.

## 5.3 ADOPTION OF SIGNIFICANCE AND ENGAGEMENT POLICY

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Engagement and Policy Facilitator
<b>Executive Sponsor:</b>	Chief Executive

(This report shall not be construed as policy until adopted by full Council)

### 1 REPORT PURPOSE

- 1.1 That Council considers this report and adopts the Significance and Engagement Policy with or without the suggested amendments.

### 2 EXECUTIVE SUMMARY/BACKGROUND

- 2.1 The Significance and Engagement Policy was last amended and adopted on 12 August 2019.
- 2.2 Council has determined under the Local Government Act, section 76AA clause (5) that there is sufficient information about community interests and preferences, and the suggested further amendments can be made to the existing Policy without the need to consult with the community. Council has data from the Resident Satisfaction Survey 2020 that advises the Grey District residents are highly satisfied with the levels of engagement and consultation that is undertaken at Council. This data also shows that levels of satisfaction have improved significantly in the last year since the Policy was amended. When Council consulted on the significant changes to the Policy in 2019, it received one supportive submission from an individual. This indicates that there is no opposition to Council's approach to engagement.
- 2.3 The key changes that are to be made are as follows:
  - **Determining Significance** (4.2), the addition of when Council will consider engagement regarding unbudgeted capital and operational expenditure. This is removed from the table in Schedule 1 in the key considerations for High, Moderate and Low engagement levels. Council considers that low levels of unbudgeted expenditure do not warrant consideration of engagement with the community. It considers that a higher level of unbudgeted expenditure be the consideration of when to engage with the community.
  - **Addition of the Partnership/Rangapū Committee** which has been adopted as a Committee of Council since the policy was last adopted.
  - **Amending Schedule 1** to remove the key considerations of unbudgeted expenditure, as Council considers this is a matter for decision by Council, as opposed to seeking engagement with the community on the lower levels of engagement. This information will automatically be included in Council Agenda items for information to the community.

- **Amending Schedule 1** to remove examples, as these examples will be determined at the time of considering the level of engagement and current issues which may determine what level of engagement is required.
- **Amending Schedule 1** to clarify: Changing user fees out of the long-term process, Adoption of a Long-Term Plan Consultation Document, sale or disposal of strategic assets, addition of infrastructure projects outside of usual processes and moving the moderate change activities to low.
- **Amending Schedule 2** to add the engagement tools likely to be used under the levels of engagement undertaken.
- **Addition of Schedule 4 – process map on engagement** to give a clearer understanding of the process undertaken by Council when engaging with the community.

### **3 SUGGESTED RECOMMENDATION FOR HER WORSHIP THE MAYOR**

That -

1. **The report Adoption of Significance and Engagement Policy from the Engagement and Policy Facilitator be received; and**
2. **Council approves and adopts the suggested amendments to the Significance and Engagement Policy.**

### **4 OPTIONS**

4.1 Option(s) available:

#### **Option 1 – This is Council's preferred option**

Adopt the Significance and Engagement Policy with the suggested recommendations.

#### **Option 2**

Make no change and Council does not accept the suggested recommendations to the Significance and Engagement Policy.

#### **Option 3**

Make changes determined by the Council. Due to the nature of this option and uncertainty of suggested changes, this option has not been explored further.

### **5 OPTION ONE**

Adopt the Significance and Engagement Policy with the suggested recommendations.

## **6 ADVANTAGES**

- 6.1 Council is clearer on its mandate of when it is appropriate to engage with the community regarding unbudgeted expenditure.
- 6.2 Engagement with Iwi is updated regarding the Partnership/Rangapū Committee.
- 6.3 The policy is adopted in time for inclusion in the 2021-2031 Long Term Plan.
- 6.4 Because Council currently has sufficient information on the community's preferences, the amendments can be made without consultation with the community, as outlined in 2.2 of the Executive Summary.

## **7 DISADVANTAGES**

- 7.1 Nil

## **8 COMMUNITY WELLBEINGS & OUTCOMES**

- 8.1 This option fits with the Grey District Council's priorities regarding the Community Wellbeing Outcomes as follows:

<b>Vision: Thriving, Connected and Resilient Grey District</b>			
<b>Economic</b>	<b>Social</b>	<b>Cultural</b>	<b>Environment</b>
• Strong	• Safe	• Proud	• Bold
• Diverse	• Inclusive	• Unique	• Practical
• Sustainable	• Connected	• Inter-connected	• Resilient
• Prosperous	• Enabled	• Vibrant	• Strategic

## **9 NEXT STEPS**

- 9.1 The Significance and Engagement Policy will be included in the 2021-2031 Long Term Plan.

## **10 OPTION TWO**

- 10.1 Make no change and Council does not accept the suggested recommendations to the Significance and Engagement Policy.

## **11 ADVANTAGES**

- 11.1 The policy does not need to be changed.

## **12 DISADVANTAGES**

- 12.1 The Policy is not updated to reflect the recent adoption of the Partnership/Rangapū Committee.
- 12.2 The Policy is not updated to reflect changes that clarify engagement with the community and unbudgeted expenditure.
- 12.3 Council currently has a clear understanding of the community and its needs and interests around the level of engagement with Council, meaning the policy can be amended in accordance with section 76AA clause (5). If Council was to not amend the policy while it has this high level of understanding, it may be required to undertake statutory consultation with the community.

## **13 COMMUNITY WELLBEINGS & OUTCOMES**

- 13.1 This option does not have any strong fit with the Grey District Council's priorities regarding the Community Wellbeing Outcomes as follows:

<b>Vision: Thriving, Connected and Resilient Grey District</b>			
<b>Economic</b>	<b>Social</b>	<b>Cultural</b>	<b>Environment</b>
• Strong	• Safe	• Proud	• Bold
• Diverse	• Inclusive	• Unique	• Practical
• Sustainable	• Connected	• Inter-connected	• Resilient
• Prosperous	• Enabled	• Vibrant	• Strategic

## **14 NEXT STEPS**

- 14.1 The Significance and Engagement Policy will be included in the 2021-2031 Long Term Plan unchanged.



**15 OPTION THREE**

15.1 Make changes determined by the Council. Due to the nature of this option and uncertainty of suggested changes, this option has not been explored further.

**16 ADVANTAGES**

16.1 Unknown

**17 DISADVANTAGES**

17.1 Unknown.

**18 COMMUNITY WELLBEINGS & OUTCOMES**

18.1 Unknown how this fits with the Council's Vision and Outcomes.

Vision: Thriving, Connected and Resilient Grey District			
Economic	Social	Cultural	Environment
• Strong	• Safe	• Proud	• Bold
• Diverse	• Inclusive	• Unique	• Practical
• Sustainable	• Connected	• Inter-connected	• Resilient
• Prosperous	• Enabled	• Vibrant	• Strategic

**19 NEXT STEPS**

19.1 The Significance and Engagement Policy will be included in the 2021-2031 Long Term Plan with changes made by Council.

<b>20</b>	<b>FIT WITH PURPOSE OF LOCAL GOVERNMENT STATEMENT</b>
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<b>Option 1</b>	Enables democratic local decision-making and action by, and on behalf of, communities.  Promotes the Economic, Social and Cultural Wellbeing of the community as indicated in section 8.
<b>Option 2</b>	Enables democratic local decision-making and action by, and on behalf of, communities.

<b>21</b>	<b>MĀORI IMPACT STATEMENT</b>
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- 21.1 There are no issues from the adoption of the amended policy as set out in Option 1, and it acknowledges the recent adoption of the Partnership/Rangapū Committee.

<b>22</b>	<b>FINANCIAL OR BUDGETARY CONSIDERATIONS</b>
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- 22.1 There are no financial issues in relation to the adoption of amended policy in Option 1. The changes to the unbudgeted expenditure requirements are for the levels of engagement required only.

<b>23</b>	<b>POLICY AND LEGISLATIVE IMPLICATIONS</b>
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- 23.1 The Local Government Act 2002, section 76AA sets out the requirements for Council regarding the adoption of this policy. It is considered that Council is meeting all requirements with this section of the policy with the amendments that are being made.

<b>24</b>	<b>STRATEGIC FIT</b>
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- 24.1 Option 1 fits with the Long Term Plan and is not applicable to any other documents as it is a legislative requirement.

<b>25</b>	<b>RISKS AND OPPORTUNITIES</b>
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- 25.1 Not applicable.

**26 SIGNIFICANCE AND ENGAGEMENT**

<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
Is there a high level of public interest, or is decision likely to be controversial?	Low	This policy adoption has historically not had a high level of interest from the public
Is there a significant impact arising from duration of the effects from the decision?	Low	No impacts
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	Low	Not applicable
Does the decision create a substantial change in the level of service provided by Council?	Low	Does not affect the level of service
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	Low	No affect
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	Low	Not applicable
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	Low	Not applicable
Does the proposal or decision involve Council exiting from or entering into a group of activities?	Low	Not applicable

**27 ENGAGEMENT - EXTERNAL**

27.1 Not required.

**28 ENGAGEMENT - INTERNAL**

28.1 Not required.

<b>29</b>	<b>OTHER CONSIDERATIONS</b>
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29.1 Nil.

<b>30</b>	<b>CONCLUSION</b>
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30.1 Option 1 is the preferred as it gives Council the opportunity to make amendments while it has a clear understanding of the needs and interests of the community. It also allows for the addition of amendments, updates and improvements to the policy for inclusion in the Long Term Plan 2021-2031.

<b>31</b>	<b>ATTACHMENTS</b>
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31.1 Draft Significance and Engagement Policy.

**DRAFT**

# Grey District Council **Significance & Engagement Policy**

Adopted	26 November 2014	Review period	Three yearly
Last reviewed	25 June 2018	Next review due	1 June 2021
Approved by	Council	Minute reference	
Policy owner	Chief Executive Officer		

*Heart of the West Coast*

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# 1. Purpose

To inform and enable both Grey District Council and the community to identify the degree of significance attached to decisions.

This policy will tell you:

- When the community can expect to be engaged in Council's decision-making processes.
- How the Council is likely to engage with the community.
- How Council will assess the significance of the decisions.

## 2. Introduction

The Local Government Act (LGA) 2002 states that one role of a Council is to enable democratic local decision-making and action by, and on behalf of, communities. This policy explains how Council will decide the level of significance that a matter has, the types of matters where the community will be involved in the decision-making process and when the community can expect Council to make a decision on its behalf.

There are many informal ways that Council engages with the community during its everyday business which helps to inform it on community views. There are also decisions that a Council must make which require a more structured form of engagement. This is because of the importance that a matter has within the wider community or for groups within the community.

The first part of this policy sets out how Council will decide whether or not a matter is 'significant'. The second part of this policy sets out when and how the community's views will be heard on these significant, and other, matters.

## 3. Definitions

<b>Community</b>	A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders
<b>Consultation</b>	A subset of engagement; A formal process where the community can present their views to the Council on a specific decision that is proposed and made public.
<b>Decisions</b>	Refers to all the decisions made by or on behalf of Council including those made by officers under delegation. Management decisions made by officers under delegation during the implementation of Council decisions will not be deemed to be significant.
<b>Engagement</b>	Is a term used to describe the process of seeking information from the community to inform and assist decision making.
<b>Significance</b>	As defined in Section 5 of the Local Government Act (LGA) 2002 "in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for, (a) the district or region; (b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter; (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so"
<b>Special Consultative Procedure</b>	The Special Consultative procedure (SCP), as outlined in s83 of the LGA 2002, which sets out minimum requirements for engagement including (but not limited to): <ul style="list-style-type: none"><li>• Making available a Statement of Proposal.</li><li>• Allowing a minimum of one (1) month to receive written views.</li><li>• Allowing persons to present views in a spoken manner.</li></ul>
<b>Statement of Proposal</b>	A document that provides the basis for consultation with the community under the SCP by setting out the Council's proposition with respect to a particular decision.

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Key: REMOVED NEW

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<b>Strategic Asset</b>	As defined in Section 5 of the LGA 2002 "in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes— (a) any asset or group of assets listed in accordance with section 76AA(3) by the local authority; and (b) any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and (c) any equity securities held by the local authority in— (i) a port company within the meaning of the Port Companies Act 1988; (ii) an airport company within the meaning of the Airport Authorities Act 1966"
<b>Sub-group</b>	Means a general assortment of people within the community that are recognised as a relatively large group or collection, i.e Users of particular area, service or facility in the community.

## 4. Determining Significance

- 4.1 Local authorities must make decisions about a wide range of matters and most will have a degree of significance but not all issues will be considered to be 'significant'. An assessment of the degree of significance of proposals and decisions, and the appropriate level of engagement, will therefore be considered in the early stages of a proposal before decision making occurs.
- 4.2 Council will take into account the following matters when assessing the degree of significance of proposals and decisions and the appropriate level of engagement:
- Whether the asset is a strategic asset as listed in *Schedule 3* of this policy.
  - The impact on levels of service provided by Council or the way in which services are delivered.
  - The degree of impact on Council's debt or the level of rates it charges.
  - Whether it is considered there is significant un-budgeted expenditure (i.e. Unbudgeted Capital Expenditure of more than 10% of total rates value in the year commenced or Unbudgeted Operating Expenditure of more than 1% of total rates value in the year commenced).
  - Whether the decision is reversible and the likely impact on future generations.
  - The impact on the community, how many people are affected and by how much.
  - Whether the decision or action flows from, or promotes, a decision or action that has already been taken by Council or furthers a community outcome, policy, or strategy.
  - If there is a history or reasonable expectation of the issue generating wide public interest within the district.
- 4.3 It may be that only one of the criteria applies but to such a high degree that the decision will be considered 'significant'. Conversely, several criteria may be applicable but to only a low degree and therefore will be considered to have a lower level of significance. Each decision will involve staff making an assessment for consideration by elected members. *Schedule 1* of this policy sets out how the criteria will be used to assess significance.

## 5. Community Engagement

- 5.1 The ways engagement can take place are varied and will be in proportion to the significance of the matter being considered.
- 5.2 There are situations where Council is required to make use of the special consultative procedure as set out in Section 83 of the Local Government Act 2002 or where Council will carry out consultation in accordance with or giving effect to Section 82 of the LGA 2002 on certain matters (regardless of whether they are considered significant as part of this policy). Please refer to *Schedule 1*.



- 5.3 In other engagement processes, however, there are no explicit statutory or legal rules constraining or defining community engagement processes. The Local Government Act 2002 has given local authorities the ability to determine this as appropriate for their communities.
- 5.4 Outside of matters where it remains mandatory for a special consultative procedure to be undertaken, Council will determine the appropriate level of engagement on a case by case basis.
- 5.5 Council may decide that it will use a special consultative procedure if the matter is of high significance, or it may choose another form of appropriate consultation. In instances where significance is judged to be moderate, engagement with the community could involve consulting through an advisory committee or focus group, public meetings or surveys. Refer to *Schedule 2*.
- 5.6 When Council decides that a matter is of low to moderate significance, or in instances where it is considered that the views of the community are already known, it may make a decision on behalf of the community and then inform the community of the outcome. This may be, for instance, through publication on the Council website, in the local media or other appropriate means.
- 5.7 When Council makes a decision that is significantly inconsistent with this policy, the steps identified in Section 80 of the Local Government Act 2002 will be undertaken.

## 6. Principles of Engagement

- 6.1 In any engagement process undertaken with the community, that engagement will be in proportion to the matter being considered. When any engagement takes place, other than simply providing information, we will:
- Seek to hear from everyone affected by a decision.
  - Ask for views early in the decision-making process so that there is enough time for feedback to be provided and for this to be considered properly.
  - Listen and consider views in an open and honest way.
  - Respect everyone's point of view.
  - Provide information that is clear and easy to understand.
  - Consider different ways in which the community can share views with us.
  - Ensure that the engagement process is efficient and cost effective.

## 7. Information Requirements

- 7.1 Council will ensure that, when conducting any engagement or consultation process in relation to a significant decision, it provides:
- Clear information on what is being proposed and why it is being proposed.
  - Sufficient information on which to provide meaningful feedback.
  - The advantages and disadvantages of each option being considered.
  - What impacts, if any, will occur if the proposal goes ahead.
  - How the community can provide its views.
  - The timeframe to complete the community engagement or consultation.
  - How submitters and participants can learn about the outcome.

## 8. Engagement with Iwi

- 8.1 Council recognises the **Partnership/Rangapu Committee and** Memorandum of Understanding with Te Rūnanga O Ngāti Waewae as a basis of engagement with Tangata Whenua within the district.
- 8.2 Council recognises that Maori as Tangata Whenua have a unique relationship with Council through the Treaty of Waitangi and supporting legislation.
- 8.3 Council will recognise Maori cultural values and consider Maori interests, particularly their relationship to land and water.

- 8.4 Council will establish and maintain processes to provide opportunities for Maori to be consulted and contribute to decision-making processes. In doing so, Council acknowledges that when engaging with Maori face to face meetings are preferred. Other tools such as Heads of Agreement, Memorandums of Understanding or other similar high-level agreements may also be considered.

## 9. When Will Council Not Engage?

- 9.1 There are times when it will not be appropriate to engage with the community on certain matters. Examples of this include where the Council:
- Is protecting the privacy and safety of individuals (as provided for in the Privacy Act 1993).
  - Is maintaining confidentiality and/or commercial sensitivity to enable Council to carry out commercial activity or negotiations without prejudice (as provided for in the Local Government Official Information and Meetings Act 1987).
  - Is acting with urgency in a crisis (for example, under the Civil Defence Emergency Management Act 2002).
  - Already has clear direction on a strategy or plan and has already made up its mind about an issue and therefore does not have a sufficiently open mind to carry out meaningful engagement.

## 10. Delegations

- 10.1 Elected Members will retain all decision-making authority relating to the determination of the significance of issues, proposal and decisions and how we engage on those.



## SCHEDULE 1 – Guide to Significance and Criteria

This table provides general guidance for applying the significance criteria.

Rating	Key Considerations	Examples	Engagement
High	<ul style="list-style-type: none"> <li>Affects a wide range of people</li> <li>Has high public interest</li> <li>Large consequences for the district or region</li> <li>Large impact on the Council being able to perform its role</li> <li>Unbudgeted Capital Expenditure of more than: \$75,000</li> <li>Unbudgeted Operating Expenditure of more than: \$10,000</li> <li>Highly difficult to reverse</li> <li>Does not have a strong and logical flow from a prior decision</li> </ul>	<ul style="list-style-type: none"> <li>Adopting or amending a significant bylaw, (eg Freedom Camping Bylaw), where there is high public interest</li> <li>Adopting a policy that has wide community interest (eg Significance of Engagement Policy)</li> <li>A major change to Council user fees and charges that affects a wide range of people (eg Solid Waste) outside of the Long-Term Plan process</li> <li>A major change to the level of service for a Council activity</li> <li>Adoption of Long-Term Plan Consultation Document</li> <li>Sale or Disposal/Transfer of a strategic asset</li> <li>A major non-essential infrastructure project that has not previously been signalled through Long-Term or Annual Plan processes</li> </ul>	<p>If a matter is of high significance, Council must engage with the community under this policy. This will likely involve large scale publicity and promotion. There could be an informal engagement or discussion phase plus a formal phase of consultation. There is likely to be a need of consideration of different cultural styles and needs for engagement. Likely to include a range of events with online activities included in this.</p> <p>Refer to Schedule 2 – Community Engagement Guide, likely to include Inform, Consult, Involve and possibly Collaborate.</p>
Moderate	<ul style="list-style-type: none"> <li>Affects sub-group of the community</li> <li>Has moderate public interest</li> <li>Moderate consequences for the district or region</li> <li>Moderate impact on Council being able to perform its role</li> <li>Unbudgeted Capital Expenditure of \$50,000-\$75,000</li> <li>Unbudgeted Operating Expenditure of: \$2,000-\$10,000</li> <li>Moderately difficult to reverse</li> <li>Flows from a prior decision but with some notable variations</li> </ul>	<ul style="list-style-type: none"> <li>An amendment or adoption of a bylaw that will affect a sub-group or have moderate public interest (e.g. Outdoor Dining Policy or Traffic &amp; Parking Enforcement Bylaw 2015)</li> <li>Adoption of a policy that has moderate community interest (e.g. Public Art Policy)</li> <li>A change to Council user fees and charges that affects a sub-group (e.g. increase in Westland Recreation Centre fees)</li> <li>Adoption of an Annual Plan</li> <li>A moderate change in the way an activity operates (e.g. the length of grass in reserves)</li> </ul>	<p>If a matter is of moderate significance, Council may decide on an appropriate level of engagement to the level of significance attached to the amendment, adoption, or change. It may involve targeted engagement with the affected audience, online engagement which may include a survey and social media. Information available through libraries and services centres. Promotion could be online, the local media or through the printed Council newsletter.</p> <p>Refer to Schedule 2 – Community Engagement Guide, likely to include Inform or Consult.</p>
Low	<ul style="list-style-type: none"> <li>Affects individuals</li> <li>Has very little public interest</li> <li>Low consequences for the district or region</li> <li>Low impact on Council being able to perform its role</li> <li>Less than \$50,000 of Capital Expenditure</li> <li>Less than \$2,000 of Operating Expenditure</li> </ul>	<ul style="list-style-type: none"> <li>A minor amendment to a policy.</li> <li>Adoption of a policy that has low public interest and does not affect the wider community or a sub-group.</li> <li>A moderate change in the way an activity operates (e.g. the length of grass in reserves) <b>This has been moved from moderate to low</b></li> </ul>	<p>If a matter is of low significance the Council can choose to not engage unless required by legislation, otherwise may choose to adopt some of the methods above.</p> <p>Refer to Schedule 2 – Community Engagement Guide, could include Inform if desired.</p>

DRAFT Policy: Significance and Engagement Policy

Key: ~~REMOVED~~ NEW

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		<ul style="list-style-type: none"> <li>A minor investment (e.g. to fund an increase in a maintenance contract)A minor change to user fees and charges</li> </ul>	
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## SCHEDULE 2 – Community Engagement Guide

The level to which the Council will engage will align with the significance of the decision to be made as per the scale provided in *Schedule 1*. It will not always be appropriate or practicable to conduct processes at the 'collaborate' or 'empower' end of the spectrum. Many minor issues will not warrant such an involved approach. Time and money may also limit what is possible on some occasions. In general, the more significant an issue, the greater the need for community engagement.

Level	Goal
<b>Inform</b>	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and or solutions.
<b>Consult</b>	To obtain public feedback on analysis, alternatives and or decisions.
<b>Involve</b>	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
<b>Collaborate</b>	To partner with the public in each aspect of the decision including the development of alternatives and identification of the preferred solution.
<b>Empower</b>	To place final decision making in the hands of the public.

There are many ways we engage with the community; Council may use a variety of engagement tools. The tools in the table below show some examples that Council may use, some of these tools may be used across the many levels of engagement.

Inform	Consult	Involve	Collaborate
Public Notices Press Release Advertisements Email Information flyers Radio advertising Social media Website Council agendas	Written submissions Public meetings Public drop-in session Social media Attendance at community group meeting Information stands (field days, community markets etc) Surveys	Stakeholder workshops Seminars Exhibitions Open days Public drop-in sessions	Community/Stakeholder working groups Community advisory groups Partnership forums Citizens panels

## SCHEDULE 3 – Strategic Assets

The following is a list of assets or group of assets that the Council needs to retain if it is to maintain its capacity to achieve or promote any outcome that it determines to be important to the current or future well-being of the community:

- Roading and traffic network, footpaths, streetlights and parking
- Council's housing portfolio
- Council's leasehold portfolio
- Water, treatment, storage and reticulation network
- Wastewater reticulation and treatment facilities
- Stormwater network
- Reserves
- Public toilets
- Cemeteries
- Solid Waste
- Port
- Floodwalls
- Aerodrome
- Community facilities
- Council Administration Buildings

However, not all decisions made regarding these assets will be significant. For example, the road and traffic network is strategic, but the purchase or sale of small land parcels that make up the network may not amount to a significant decision.

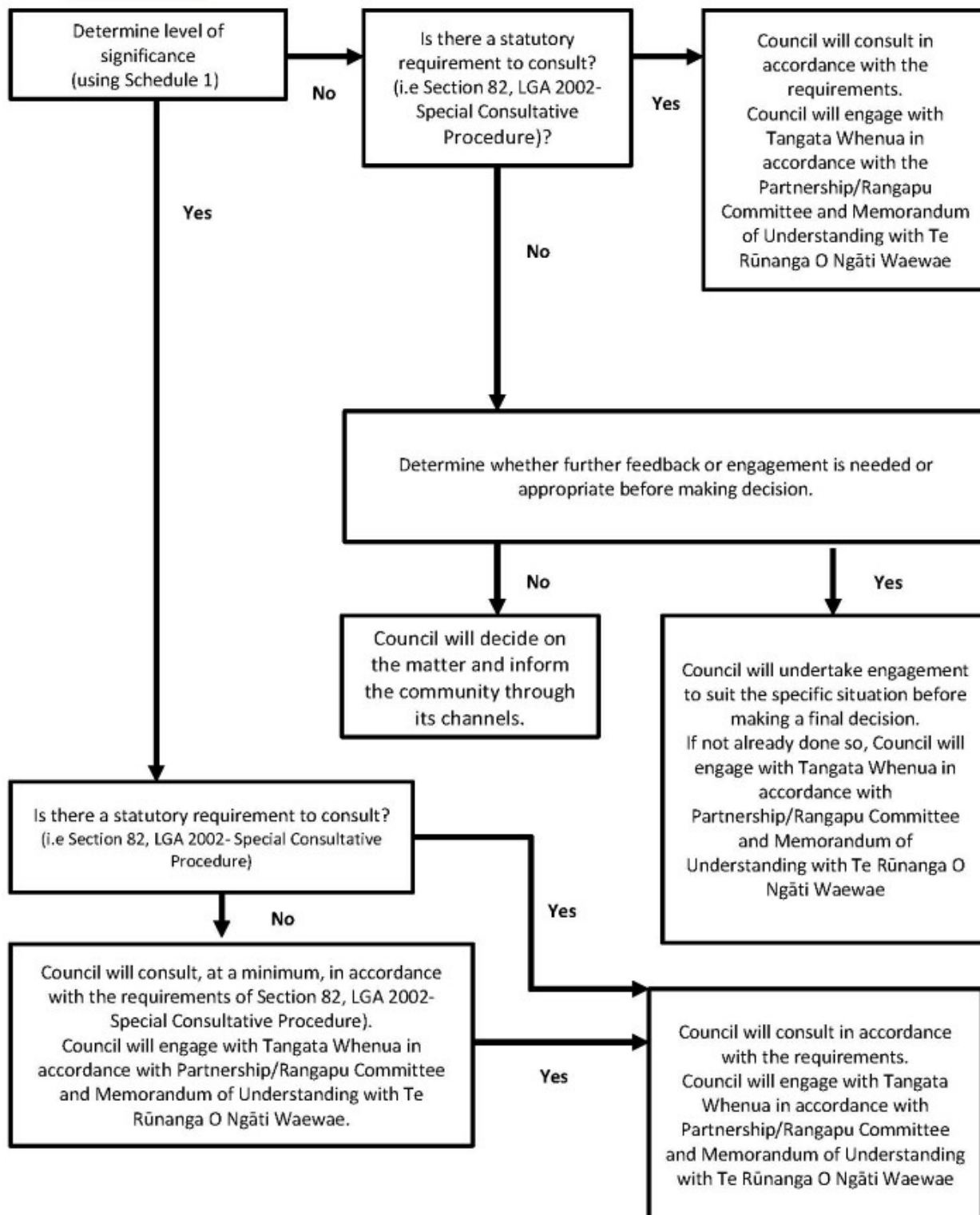


## SCHEDULE 4 – Relevant Legislation and References

- Local Government Act 2002
- Privacy Act 1993
- Local Government Official Information and Meetings Act 1987
- Civil Defence Emergency Management Act 2002
- Port Companies Act 1988
- Airport Authorities Act 1966
- Memorandum of understanding – Grey District Council and Te Rūnanga O Ngāti Waewae
- Grey District Branding and Style Guide 2015

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## SCHEDULE 4 – Process to determine how to engage





## 5.4 LONG TERM PLAN SUPPORTING DOCUMENTS

<b>Report To:</b>	Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Community Development Manager Policy Consultant
<b>Executive Sponsor:</b>	Community Development Manager
<b>Reference:</b>	Long Term Plan 2021-31

### 1 REPORT PURPOSE

- 1.1 To seek that Council adopt a number of supporting documents to the 2021-2031 Long Term Plan.

### 2 EXECUTIVE SUMMARY

- 2.1 The Local Government Act sets out a prescribed process for Councils in developing their Long Term Plans. One of the required steps is that Council adopt relevant supporting information prior to notifying its Consultation Document for public submissions. The Council is asked to adopt a number of plans and strategies which underpin the Consultation Document, as part of its Long Term Plan process.

### 3 SUGGESTED RECOMMENDATION FOR HER WORSHIP THE MAYOR

That -

1. The report Long Term Plan Supporting Documents be received;
2. Council adopt the following supporting documents as attached to the Agenda report, subject to audit changes:
  - a. Draft Wastewater Activity Management Plan.
  - b. Draft Water Supply Activity Management Plan.
  - c. Draft Stormwater Activity Management Plan, and
  - d. Draft West Coast Councils Combined Transport Activity Management Plan.

### 4 BACKGROUND

Activity Management Plans:

- 4.1 As part of Council's Long Term Plan (LTP) process, Council develops Activity Management Plans (AMPs) for each of its groups of activities.
- 4.2 Schedule 10 of the Local Government Act 2002 (LGA) requires that certain information is provided on groups of activities in the LTP. This includes:
- a. identifying the activities within the group of activities;*
  - b. identifying the rationale for delivery of the group of activities (including the community outcomes to which the group of activities primarily contributes);*
  - c. outlining any significant negative effects that any activity within the group of activities may have on the local community;*
  - d. including a statement of the intended levels of service provision, any performance measures and performance targets set by the Council for each performance measure, and any intended changes to levels of service;*
  - e. including a funding impact statement in relation to each group of activities.*
- 4.3 This information is contained within each of the four AMPs attached.
- 4.4 Council is therefore asked to adopt these documents at the meeting. These documents are subject to audit as part of the LTP process, by Audit NZ. Over the next few weeks staff will compile an initial draft of the LTP document as well as continuing to progress the Consultation Document. These documents are based around the attached AMPs as well as the Infrastructure and Financial Strategies, which are still being finalised.

<b>5</b>	<b>OPTIONS</b>
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- 5.1 **Option 1:** that the Council adopt the supporting information as attached, subject to any required changes from the audit process.
- Option 2:** that the Council specify any amendments to the supporting information and adopt the documents as amended, subject to any required changes from the audit process.

Consideration of Options:

- 5.2 The Council has held a number of workshops and meetings on the LTP, including consideration of budgets, priorities, and key issues. The AMPs reflect the outcomes of those workshops and meetings.
- 5.3 The audit engagement letter was approved on 28 January 2021 for the formal audit of the consultation document and LTP. That letter contains timeframes within which the audit process must occur. If the supporting documents were not to be adopted at this meeting or significant changes were proposed, then audit timeframes may not be met.

- 5.4 As the audit process is worked through, minor changes may be made to the documents for consistency and clarity, if flagged by Audit staff. Council staff may make these changes to the documents. Significant or material changes will not be made to the documents following Council's adoption at this meeting.
- 5.5 The LGA requires that the Council adopt supporting information prior to adopting the Consultation Document. The Council will adopt the Consultation Document at an Extraordinary Meeting in April 2021. It is therefore necessary to consider the adoption of these documents at this meeting.
- 5.6 For the reasons outlined above, Option 1 is recommended.

## **6 COMMUNITY WELLBEINGS & OUTCOMES**

- 6.1 Under the LGA, community outcomes are defined as the outcomes that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district, in the present and for the future. The Council's Community Outcomes are as follows:

<b>ECONOMIC:</b>	<b>SOCIAL:</b>	<b>CULTURAL:</b>	<b>ENVIRONMENTAL:</b>
Strong	Safe	Proud	Bold
Diverse	Inclusive	Unique	Practical
Sustainable	Connected	Inter-connected	Resilient
Prosperous	Enabled	Vibrant	Strategic

- 6.2 These underpin all of our functions and activities. In terms of the Long Term Plan process, each of the supporting documents identify how the community outcomes are to be achieved.

## **7 NEXT STEPS**

- 7.1 Once adopted, these documents will form part of the information made publicly available when the Consultation Document is notified for public submissions.

Compliance Statement

## **8 FIT WITH PURPOSE OF LOCAL GOVERNMENT STATEMENT**

- 8.1 Section 10 of the LGA provides as follows:

*The purpose of local government is—*

*(a) to enable democratic local decision-making and action by, and on behalf of, communities; and*

*(b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.*

- 8.2 These supporting documents will form part of a significant public consultation around the Council's long term planning. They provide detailed information on Council's proposals which will enable and enhance community engagement on the Council's plans for the next ten years. Adoption of the documents as part of public consultation is therefore consistent with the purpose of local government.

## **9 MĀORI IMPACT STATEMENT**

- 9.1 The Iwi Representative for Council has been available for workshops and meetings that have contained information on the Long Term Plan. There have been no significant issues raised by the Iwi Representative regarding any contents of these. Council is satisfied through this process that there are no issues and the contents of these documents do not detract from any signed agreements with Iwi.

## **10 FINANCIAL OR BUDGETARY CONSIDERATIONS**

- 10.1 The LTP process is provided for within existing budgets.

## **11 POLICY AND LEGISLATIVE IMPLICATIONS**

- 11.1 The LGA states that the Council must adopt the supporting information prior to adopting the Consultation Document.
- 11.2 There is no applicable Council policy on this matter. It is a statutory process only.

## **12 STRATEGIC FIT**

- 12.1 This paper provides an important step in the mandated process of developing the Long Term Plan.

## **13 RISKS AND OPPORTUNITIES**

- 13.1 The adoption of these documents is required by statute.

## **14 SIGNIFICANCE AND ENGAGEMENT**

- 14.1 In accordance with Council's Significance and Engagement Policy, these matters have been assessed as significant because the decisions relate to supporting information for the Consultation Document and the Long Term Plan 2021-31. The information adopted will form part of the supporting information to the Consultation Document which will undergo public consultation in April/May 2021.

<b>Issue</b>	<b>Level of Significance</b>	<b>Explanation of Assessment</b>
Is there a high level of public interest, or is decision likely to be controversial?	High	These documents form part of the Council's long term planning and they underpin the LTP. This will be widely consulted on using the Special Consultative Procedure specified in the LGA.
Is there a significant impact arising from duration of the effects from the decision?	High	Refer above.
Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	High	Council's infrastructure assets are strategic assets.
Does the decision create a substantial change in the level of service provided by Council?	Low	The decision to adopt the documents as part of a significant consultation process is a statutory requirement and does not itself alter levels of service.
Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	High	Refer paragraph one above.
Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	Low	No.
Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	Low	No.
Does the proposal or decision involve Council exiting from or entering into a group of activities?	Low	No.

## **15            ENGAGEMENT - EXTERNAL**

- 15.1 The supporting documents attached underpin the Long Term Plan's Consultation Document, which will undergo extensive public consultation as required under the LGA.

<b>16</b>	<b>ENGAGEMENT - INTERNAL</b>
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- 16.1 Each of the supporting documents have been reviewed internally across relevant staff and the management team.

<b>17</b>	<b>OTHER CONSIDERATIONS</b>
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- 17.1 N/A.

<b>18</b>	<b>CONCLUSION</b>
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- 18.1 Council is asked to adopt the Draft Activity Management Plans as supporting documents to the LTP. This will then enable the next steps in the LTP process to be undertaken.

<b>19</b>	<b>ATTACHMENTS – PROVIDED SEPARATE FROM THIS AGENDA</b>
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- 19.1 Draft Stormwater Activity Management Plan
- 19.2 Draft Wastewater Activity Management Plan
- 19.3 Draft Water Supply Activity Management Plan
- 19.4 Draft West Coast Councils Combined Transport Activity Management Plan

## [6] Miscellaneous Items

### 6.1 DOCUMENTS SIGNED

- Transfer of lease between H Cox to Botha and Mittman being Harbour Board land at 74 Blake Street, Blaketown (Lot 2 Section 76 DP 455).
- Lease of Council Reserve Land at Packers Quay, Blaketown between GDC and Te Whānau Tupu Ngātahī O Aotearoa – Playcentre Aotearoa (part reserve 51).

<b>1</b>	<b>SUGGESTED RECOMMENDATION</b>
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- 1.1 That the following documents be ratified:
- a. Transfer of lease between H Cox to Botha and Mittman being Harbour Board land at 74 Blake Street, Blaketown (Lot 2 Section 76 DP 455).
  - b. Lease of Council Reserve Land at Packers Quay, Blaketown between GDC and Te Whānau Tupu Ngātahī O Aotearoa – Playcentre Aotearoa (part reserve 51).

<b>2</b>	<b>RECOMMENDATION (FULL COUNCIL)</b>
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## [7] Departmental Reports



## 7.1 CORPORATE SERVICES

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Corporate Services Manager
<b>Executive Sponsor:</b>	Corporate Services Manager

### **1 LOCAL GOVERNMENT REPRESENTATION AMENDMENT TO MĀORI WARDS AND MĀORI CONSTITUENCIES.**

- 1.1 The Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill received Royal Assent on Monday 1 March 2021 meaning it has passed into law. The purpose of the amendment is to:
- align the treatment of Māori wards and Māori constituencies with the treatment of general wards and general constituencies as much as possible; and
  - remove all mechanisms for binding polls to be held on whether Māori wards or Māori constituencies will be established; and
  - provide local authorities with an opportunity to make decisions on Māori wards and Māori constituencies, in light of these changes, in time for the 2022 local elections.
- 1.2 Previously, the Local Electoral Act 2001 provided that if a council resolves to establish wards or constituencies for electors on the Māori electoral roll, a local referendum (a **poll**) on whether Māori wards or Māori constituencies should be established must be held if at least 5% of the electors in the district or region demand one.
- 1.3 There was no equivalent provision for elector-demanded polls in the process for creating general wards and general constituencies. Therefore, the removal of the poll provision is consistent with the Crown's obligations under te Tiriti o Waitangi/the Treaty of Waitangi and aims to strengthen the Māori-Crown relationship at a local level by removing barriers to Māori participation in local elections.
- 1.4 The Amendment repeals the provisions in the Local Electoral Act 2001 that relate to polls on the establishment of Māori wards and Māori constituencies; and prohibits binding council-initiated polls on whether to establish Māori wards or Māori constituencies (while retaining the right of councils to initiate non-binding polls to gauge public sentiment); and establishes a transition period ending on 21 May 2021 in which any local authority may, regardless of any previous decisions or previous poll outcomes, resolve to establish Māori wards or Māori constituencies for the 2022 local elections.
- 1.5 As part of the amendments special transition period conditions Council may now resolve to establish a Māori Ward or Constituency despite any previous decision.

- 1.6 Given Council decision to create a Committee of Council to deal with matters of importance to the Rūnanga in September 2020 in favour of establishing a Māori Ward it is felt that the reasons for making this decision have not changed and this matter is included for the information of Council should they wish to consider the establishment of a Maori Ward or Constituency at a later date.

## **2 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT (LGOIMA)**

### 2.1 Report for February 2021

<b>Received</b>	<b>Requested By</b>	<b>Subject</b>	<b>Referred To</b>
09/02/21	ALGIM	Systems in use in Local Government	CS
12/02/21	Resident, Grey District	SNA information	ES
23/02/21	Ministry for the Environment	Consented/Permitted fill sites (landfills, cleanfills etc)	IS
25/02/21	Taxpayers' Union	Number of Staff Laid Off as a result of COVID	HR
<b>Total requests received for February 2021</b>			4
<b>Total requests received YTD</b>			6
<b>Total requests received previous YTD</b>			6
<b>Requests completed YTD</b>			4

## **3 RUNANGA REPORT**

<b>DATE RANGE</b>	<b>GDC Customers</b>	<b>Customers same time Last year</b>	<b>Year to date From 1 Sep 2020</b>	<b>NZ POST Customers</b>	<b>Customers Same period last year</b>	<b>Year to date from 1 Sept 2020</b>
6 February 2021 to 12 March 2021	87	45	270	135	88	543

## **4 SUGGESTED RECOMMENDATION**

**That -**

- 1. The Corporate Services Report be received and noted; and**
- 2. Council acknowledges the changes to the Local Electoral Act 2001 brought about by the Local Electoral (Māori Ward and Constituencies) Amendment Bill.**

## 7.2 COMMUNITY DEVELOPMENT

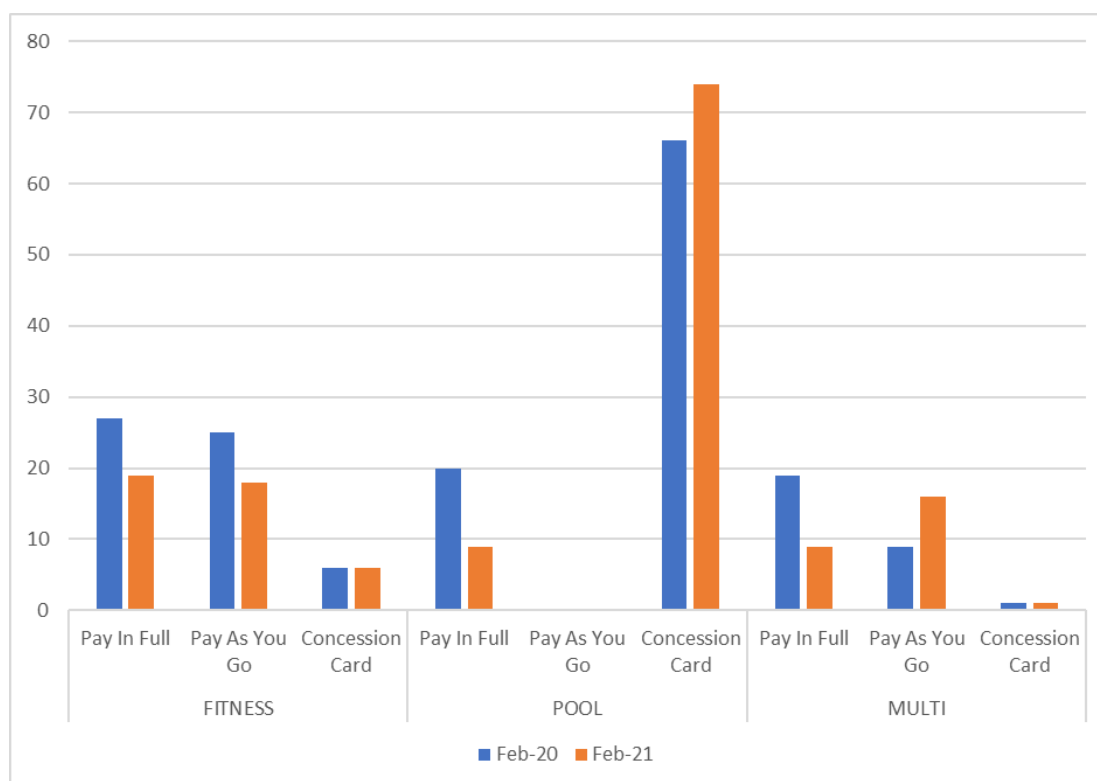
**Report To:** Full Council  
**Meeting Date:** 29 March 2021  
**Report Author:** Community Development Manager

### 1 LIBRARY & MUSEUM SERVICES

- 1.1 The museum exhibition in Mackay Street will be open to the public once all tasks have been completed by contractors, material has been installed and staff recruited. We will announce the opening date as soon as we can.

### 2 WESTLAND RECREATION CENTRE MEMBERSHIPS AND USAGE

#### 2.1 New Memberships Sold



Note: There is a decrease in number of new memberships sold in February 2021 (152) from the same time last year (173). Contributing factors to this could be the fine weather (people swimming outdoors) and people away during the school holidays.

#### 2.2 Usage

Description	<i>This time last year: February 2020</i>	<i>Last month: January 2021</i>	<b>Current: February 2021</b>	Comment
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Number of visits	5907	5004	4940	This includes all memberships
Members	2066	1455	1891	Multi, Fitness and Pool
Concession cards	558	452	450	Pool, Fitness and Aqua classes
Casual users	171	114	113	Fitness Centre only

### 3 RETIREMENT HOUSING

#### 3.1 Significant maintenance/renewals – February 2021

Threadneedle Street	Retaining wall
Urgent works	<ul style="list-style-type: none"> <li>• Installation of bathroom and kitchen fans ongoing as part of the healthy homes compliance.</li> <li>• Contract for urgent roof replacements (x 27) has been awarded and work is underway</li> <li>• Contract for re-bricking project is underway.</li> </ul>

#### 3.2 Wait List

	Last month - February 2021	Current month – March 2021
Number of people on the priority wait list	29	36
Number of people on the second priority wait list	11	11
Units vacated	0	0
Tenants housed	0	0

### 4 PROJECTS

#### 4.1 Update for month of February 2021

2021-2031 Long Term Plan (LTP)	<p>Audit have been on-site during March. Staff have been working on draft documents for Audit approval. Arrangements are being made for drop-in information sessions for the community during the LTP consultation period. The expectation is that as the LTP is a Council wide document, all Councillors will be attending the drop in sessions.</p> <p>The Consultation Document is due to be adopted on Tuesday 6 April 2021, with the public submission period running from 7 April to 10 May 2021.</p>
Policy Programme	The Responsible Freedom Camping Bylaw has been implemented and signage, with signage and works

	<p>completed in all areas, apart from signage still to be undertaken in the Rapahoe area.</p> <p>The Significant and Engagement Policy has been amended for Council to approve in this Agenda.</p> <p>There is a continued programme of policy and bylaw reviews across the 12-month period, with priorities being identified.</p>
CBD Redevelopment Plan	<p>Further resource has been allocated to this project, which is giving priority to the CBD entranceways. There are currently five different "streams" as part of this project: entranceways, rewilding, BPA Volunteer Army project, Town Square trial road closure and Traffic and Parking Study. Staff are working on action plans, timelines and budgets.</p>
Tainui Shared Street Closures	<p>The trial is coming to an end and no significant new issues or concerns have emerged.</p> <p>Staff are collecting data and working towards having a thorough assessment of the trial, once completed.</p>

## **5 SUGGESTED RECOMMENDATION**

**That the Community Development Report be received and noted.**

## 7.3 INFRASTRUCTURE SERVICES

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Infrastructure Services Manager
<b>Executive Sponsor:</b>	Infrastructure Services Manager

### 1 CRITICAL PROJECTS

- 1.1 **MCLEAN'S PIT RECYCLING BUILDING FIRE:** Following the large fire, which engulfed the recycling sorting building in November 2020, Council is working closely with its contractor and insurance provider to reinstate the building. The insurance provider has now provided feedback around a replacement building and has sought confirmation from Council that the proposed building is fit for purpose. Council has gone back to the insurance provider to seek clarifications around the proposed build to ensure all aspects of the existing build are replaced.

Council and its contractor have been able to reinstate the bailing process. All sorted recyclables being dropped off to the McLean's Pit Recycling Centre are now being bailed for market.

Council is meeting with its contractor later this month to determine a way forward with regard to the replacement or repair of the material recovery facility (recyclable sorting equipment), which was also badly damaged in the fire. Council and its contractor are looking at ways to improve the quality of the recyclable product which goes to market, via these discussions. One option being discussed is a "glass out" service which would involve a separate glass crate for each serviced property. This would remove glass shards from the paper, cardboard, plastic and other recycled products that go into the yellow top recycling bins and vastly improve the quality of the product which goes to market. In effect, the product would become more sought after in the market place. While the fire was a disaster for the recycling service, the opportunity is now available to improve the service and quality of the market product moving into the future. These discussions are key to understand the needs of the service moving forward so the correct sorting facility equipment is provided as a replacement. Staff will keep Council updated as discussion progresses.

- 1.2 **GREYMOUTH WATER SUPPLY – RESERVOIRS PROJECT:** Staff are working closely on the technical layout requirements for the civil works contracts with the Council consultant. The final detail is now being determined for the Tasman Views site and it is expected that the tender documents will have been released by the time of this Council meeting. Staff are also working on the technical layout and detailing for the Arnott Heights and Cobden sites. Civil works for these sites will follow quite quickly after the Tasman Views site. For more detail on the projects, please see the monthly report from the Project Management team.

- 1.3 **KAIATA WATER SUPPLY:** At an extraordinary meeting of Council on Monday 15 March, Council awarded the Kaiata Water Supply project. This project has very tight timeframes and our contractor will be operating multiply crews to ensure completion by the required deadline of 30 June 2021. Our Project Management team will provide further updates on this project.
- 1.4 **DIA PROJECTS:** Staff have started working on the largest project under the DIA three water stimulus funding agreement - the Puketahi Street water reservoirs. The consultant working on the three existing reservoir sites has been engaged to complete the detailed design, contract documents, tender and contract management. Staff will continue to ensure the technical specification of the project meets Council's needs both from a durability, resilience and operational perspective. Council's Project Management team will provide further updates on progress on this project.
- 1.5 **PDU/PGF – THREE BRIDGES PROJECT:** Staff continue to deal with technical and contract management matters relating to these projects. Our Project Management Team will provide further updates on progress on these projects.
- 1.6 **LONG TERM PLAN** – Staff are working on the final stages of the Infrastructure Strategy for the LTP at present along with the final requirements to complete the 3 Waters Asset Management Plans. Staff are also answering multiple requests for further information and clarifications around these documents from Audit NZ.

## **2 SIGNIFICANT CONSTRUCTION AND RENEWAL CONTRACTS**

- 2.1 Refer to Attachment A for progress on projects that are underway.

## **3 EXCEPTIONS & RISKS - EMERGENCY WORKS (FLOODS, STORMS, CYCLONES, TSUNAMI'S, & EARTHQUAKES – LAND TRANSPORT EMERGENCY WORKS: TAYLORVILLE ROAD SLIP**

- 3.1 An Archaeologist has been engaged to assess the site against the proposed work as per Heritage New Zealand Pouhere Taonga Act 2014. This creates a further delay but is necessary given the National importance of the Brunner Mine site.

## **4 EXCEPTIONS & RISKS - EMERGENCY WORKS (FLOODS, STORMS, CYCLONES, TSUNAMI'S, & EARTHQUAKES – LAND TRANSPORT EMERGENCY WORKS: RISKS: CROOKED RIVER NO. 2 BRIDGE – LAKE BRUNNER ROAD**

- 4.1 Additional bracing is also to be installed over the next eight weeks which will ensure the bridge is suitable for 50Max and HPMV loads.

## **5 EXCEPTIONS & RISKS - EMERGENCY WORKS (FLOODS, STORMS, CYCLONES, TSUNAMI'S, & EARTHQUAKES – RISK – UTILITIES – GREYMOUTH & RUNANGA WATER SUPPLIES**

- 5.1 **Greymouth** – Cobden Bridge Pipeline Connection northern approach. Staff are meeting with the contractors for the work prior to this Council meeting.

- 5.2 **Runanga** – Major leak detection. Replacement of several isolation valves has occurred during this period. This will now allow staff and our contractor to undertake final leak detection work in the Runanga area. Staff are also commencing work on design to replace a section of pipeline that is believed to be the cause of the ongoing leak.

## **6 GENERAL OPERATIONS**

- 6.1 Unless there are matters for Council's attention under any of the following headings, maintenance and operations have been satisfactory for the previous month.

## **7 NETWORK UTILITY OPERATIONS – TRANSPORT (INCLUDES ROADS BRIDGES, FOOTPATHS, TRAFFIC SAFETY, THE GREYMOUTH AERODROME AND CYCLE TRAIL)**

### **Roads:**

The following work has occurred over the period:

- 7.1 The Contractor has almost finished all the scheduled work for chip seal resealing. Focus is on Asphalt Concrete resurfacing next with some pavement rehabilitation work being planned at Thompson Street intersection with SH, Franklin Street / Cowper Street intersection and corner of Gilbert Street and Gresson Street.
- 7.2 Footpath cleaning is now completed.
- 7.3 Footpath renewals are progressing well with areas being prepped ready for sealing next week.
- 7.4 Signage work is ongoing.
- 7.5 Bridge and road maintenance are ongoing.
- 7.6 Croesus Road and Roa Road upgrades is now complete with practical completion certificate issued already. Post-contract outcome final report to MBIE is to be prepared and issued within the Defect Notification Period.
- 7.7 Traffic safety pedestrian crossing at Puketahi Street and a few safety warning signs in other streets have been designed. This work to be undertaken as soon as practical.
- 7.8 Blackball car park construction is almost completed with final sealing to be done in a week or two (weather dependent).
- 7.9 HPMV's & Overweight permits

<b>Permit Processed</b>	<b>2019 (from March)</b>	<b>2020</b>	<b>2021</b>
HPMV's & 50 MAX	468	544	113
Overweight Permits	151	84	40



### **Aerodrome:**

- 7.10 There have been safety issues regarding bird activity. Options are being considered to minimise the clashes of bird's activity with the aircraft.

### **Water Supplies (includes treatment and distribution) Greymouth (includes Stillwater, Taylorville, Dobson, Boddytown, Karoro, South Beach and Paroa), Runanga-Rapahoe, Blackball**

- 7.11 An abnormal monitoring result in the Blaketown water reticulation was identified during March 2021. This reading of E.Coli was identified and monitoring requirements under Council's Water Safety Plan were implemented, in conjunction with discussion with the Ministry of Health representatives. All subsequent results were clear. Subsequent testing in the Blaketown area of chlorine residuals and turbidity levels have not shown any developing trends. Staff continue to monitor the situation.

### **Sewerage Systems (includes sewage collection and treatment) Greymouth (including Boddytown, Taylorville and Dobson), Karoro-Paroa, Moana, Runanga, Blackball, Te Kinga**

- 7.12 **KARORO-SOUTH BEACH – PAROA** - The work completed at the Karoro Wastewater Treatment Plant has been performing well. Council was expecting some reduced discharge quality whilst the new wetland plants establish but in general the plants are doing very well.

### **Stormwater Systems, Public Drains, Urban Waterways and Greymouth Flood Scheme**

- 7.13 **Marsden Road Piping of the open drain** – The final property owner approval is now to hand. Staff are finalising the contract plans and document, ahead of releasing to tender. Council will be engaging an independent consultant to undertake detailed inspection of the immediately adjacent properties before the work on site commences. This will be followed up with similar inspection following the works. This is as a result of learning from the recent Churchill Street stormwater renewal project.
- 7.14 **Urban Waterway Maintenance** - Work is progressing well along Range and Raleigh Creeks and some minor waterways. The bulk of the works is now complete for the 20/21 year. Further isolated work will be completed in the coming months but major vegetation control in the urban waterways will not recommence now until November/December 2021.
- 7.15 **Tasman Street Stormwater Improvements** – Staff will meet with the final property owner before this Council meeting. The project will then be designed and tendered for construction over the two financial years between June and end of July 2021.

<b>8</b>	<b>FIXED ASSETS</b>
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8.1 **Solid waste management (includes recycling, refuse collection, and disposal).** Refer to critical projects, above.

8.2 **Public Toilets.** No issues this month.

<b>9</b>	<b>SUGGESTED RECOMMENDATION</b>
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**That the Infrastructure Services Report be received and noted.**

## 9.1 Attachment A:

### Significant Contracts

Project / Contract	% of Work Completed		Project / Activity Type	Progress	Contractor	Contract Completion Date	Comments	COVID-19 Impact
	Last Council Report	This Council Report*						
Taylorville, Dobson & Kaiata Sewerage Scheme	● 98%	● 98%	Capital Works	Substantially Complete	Tru-Line Civil Limited	18-Oct-13	Scheme operational	No
Runanga WTP Upgrade – Civil Works	● 97%	● 97%	Capital Works	On Hold	Process Flow Limited	31-Jul-19	On Hold	No
Footpath, Kerb & Channel (2019/20)	● 60%	● 80%	Renewal Works	On track	Paul Smith Earthmoving 2002 Limited	26-Mar-21	Weather affecting project. Extension of time awarded by Engineer to 26 March 2021.	Yes - Project was on hold but recommenced after lockdown
Runanga Sewer Renewal Stage Three	● 99%	● 99%	Renewal Works	Substantially Complete	Tru-Line Civil Limited	1-Sep-20	Contract substantially complete.	
Recycling Hook Bins	● 5%	● 10%	Capital Works	Tender Awarded	A G McMaster Limited	22-Jan-21	A time extension will be required due to unforeseen issues at the Moana site.	
Bridge Replacements - William Stewart Bridge	● 5%	● 5%	Capital Works	Tender Awarded	Concrete Structures	4-Oct-22	Tender Awarded. Design Stage	
Bridge Replacements - Rough River Bridge	● 5%	● 5%	Capital Works	Tender Awarded	Isaac Construction Limited	4-Oct-22	Tender Awarded. Design Stage	
Bridge Replacements - Moonlight Creek Bridge	● 5%	● 5%	Renewal Works	Tender Awarded	Isaac Construction Limited	4-Oct-22	Tender Awarded. Design Stage	
Roadmarking Services	● 5%	● 10%	Renewal Works	Tender Awarded	Spray Marks Road Marking Limited	28-Apr-21	Contract underway	Yes - Covid issues and new NZTA requirements have impacted on resources
Blackball Carpark	● 20%	● 75%	Capital Works	Tender Awarded	Westroads Limited	31-Mar-21	Contract complete apart from sealing.	
Footpath Renewals (2020/21)	● 10%	● 60%	Renewal Works	Tender Awarded	Westroads Limited	31-Jan-21	Contract underway	
Kaiata Water Supply		● 0%	Capital Works	Tender Awarded	Isaac Construction Limited	30-Jun-21	Tenders closed	Yes
Reseals (2020/21)	● 10%	● 90%	Renewal Works	Tender Awarded	Isaac Construction Limited	30-Mar-21	Part of 3 Year Programme	
Taylorville Road Pavement Rehabilitation		● 0%	Renewal Works	Tender Awarded	Westroads Limited	30-Jun-21	Part of 1 Year Programme - Total Budget \$400,000. Remaining budget approximately \$130,000 to be used for further pavement rehabilitation works.	
Greymouth Water Reservoirs - Tank Supply		● 0%	Capital Works	Tender Awarded	Service Engineers Limited	18-Jun-21	Tender Awarded.	

#### Key

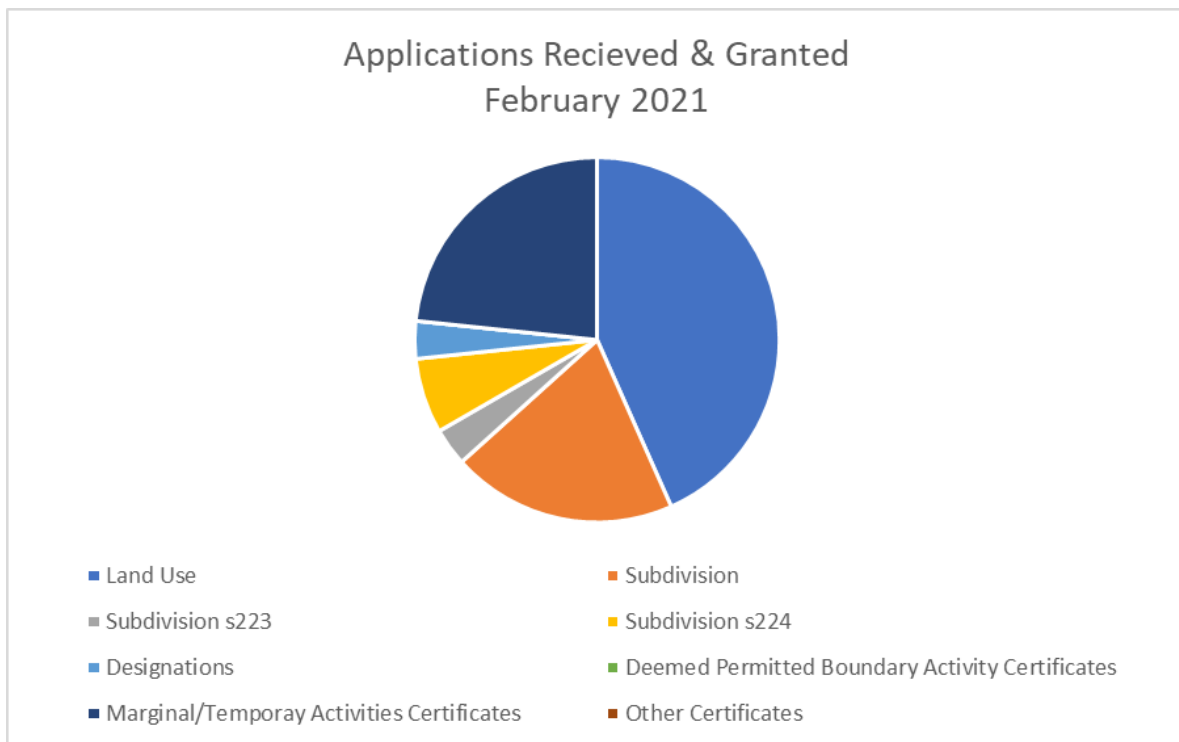
●	Complete or substantially complete (95% or greater)
●	Contract progressing (10% or greater and less than 95%)
●	Contract tendered or awarded and underway or about to commence (less than 10%)

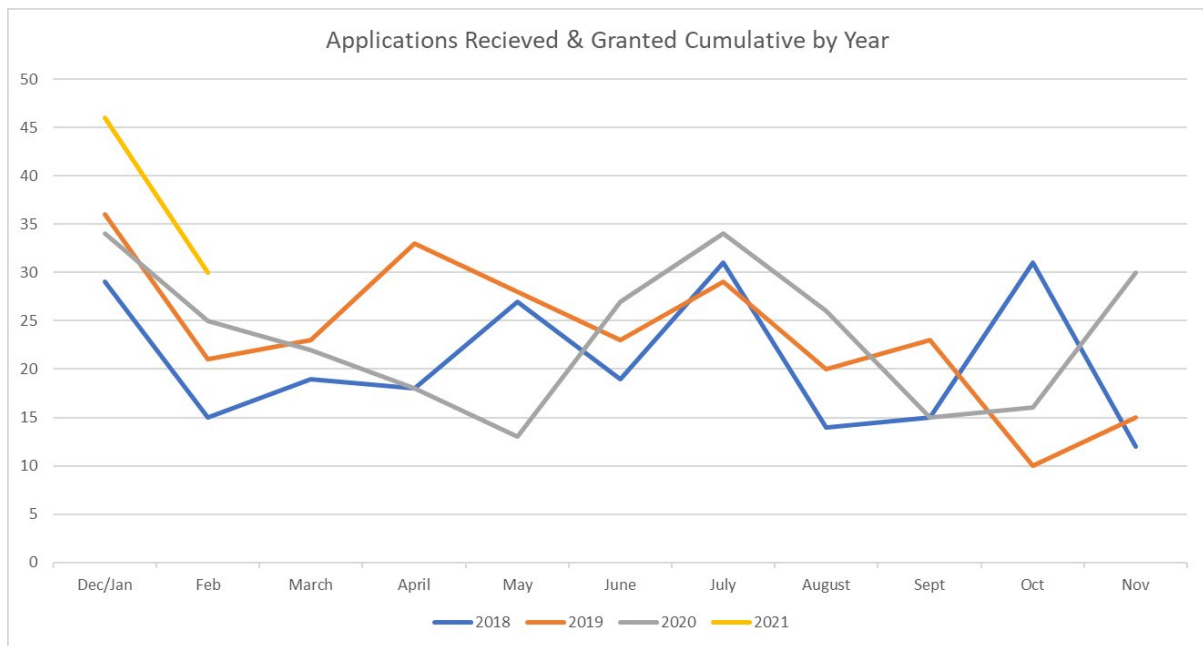
## 7.4 ENVIRONMENTAL SERVICES

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Customer Services Officer
<b>Executive Sponsor:</b>	Environmental Services Manager

### 1 PLANNING CONSENTS

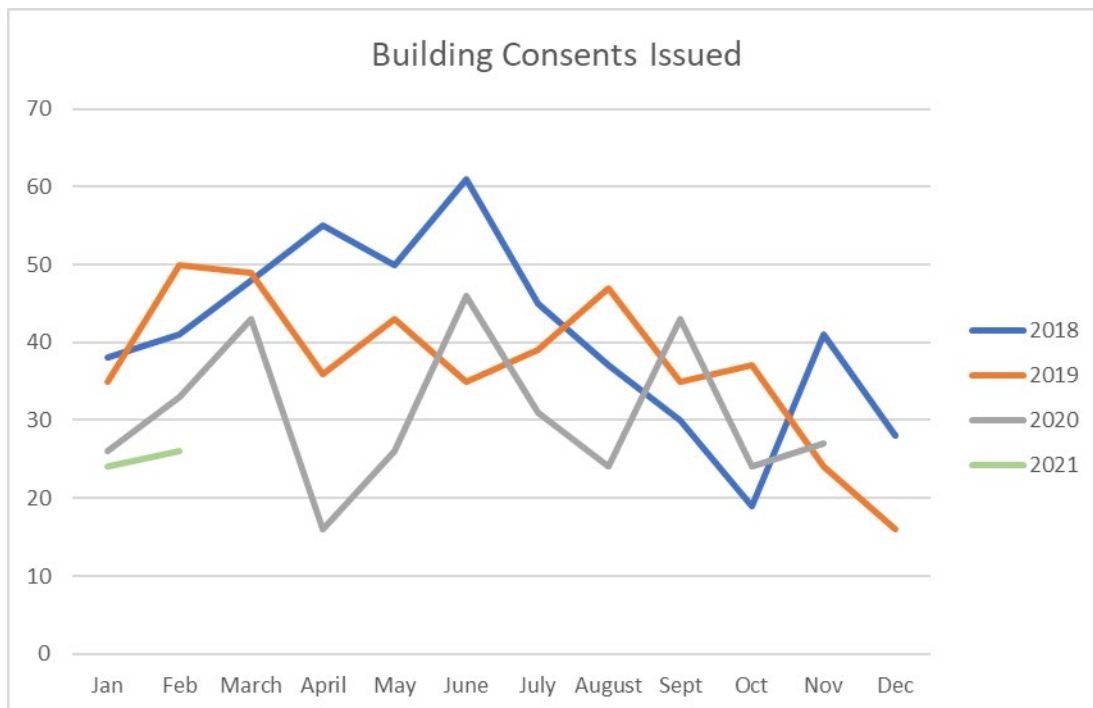
#### 1.1 Resource Consents Received & Granted



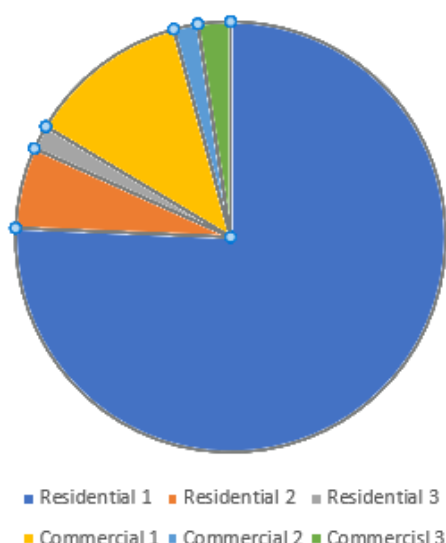


## 2 BUILDING CONTROL AND PROPERTY INFORMATION

### 2.1 Building Consents Issued



Consent Make Up



### **R1 Complexity: detached dwelling**

Detached dwellings (SH) designed to a common Standard (eg, NZS 3604, NZS 4229) that are single storey, with minimum of 450 mm soffit, maximum of high wind zone, with up to 2 cladding systems on any given wall. In the event of building failure will pose low risk of claim against Council & low risk of injury to building users.

### **R2 Complexity: detached dwelling**

Detached dwellings (SH) designed to a common Standard (eg, NZS 3604, NZS 4229) that are less than or equal to two storeys, will be of moderate complexity with various shapes and height. The buildings may incorporate recognized proprietary systems (e.g. hyspan, ganglam, Mitek type products). Buildings may include minor specific design elements (e.g. steel garage lintel, flashing detail, access route). The structures will pose no more than moderate risk of claim against Council & pose low risk of injury to users in event of a building failure.

### **R3 Complexity: detached for multi-unit dwelling**

Detached dwellings (SH) or other dwellings (SR) that are less than or equal to three storeys but limited to vertical plane fire separation and direct egress to the outside. The building(s) will not have horizontal fire separations and will not contain other risk groups. The building will not require a compliance schedule or have specified systems. In the event of building failure these structures will likely pose high level of risk of claim against Council & high level of risk of injury to building users.

### **C1 Complexity: commercial**

This competency level covers:

- commercial, industrial and communal non-residential buildings
- their associated outbuildings and ancillary buildings equal to or less than two storeys
- an occupancy load of equal to or less than 100 people
- SR or SA residential buildings up to two storeys and with horizontal fire separation.

In the event of a building failure, they shall pose a low risk of a claim against Council, with a low risk of an injury to users.

### **C2 Complexity: commercial**

Commercial, industrial, communal residential and communal non-residential buildings equal to or less than four storeys and an occupancy load of equal to or less than 500 people or purpose groups (SC) or (SD) single storey. In the event of a building failure, they shall pose a high risk of a claim against Council, with a high risk of an injury to users.

### **C3 Complexity: commercial**

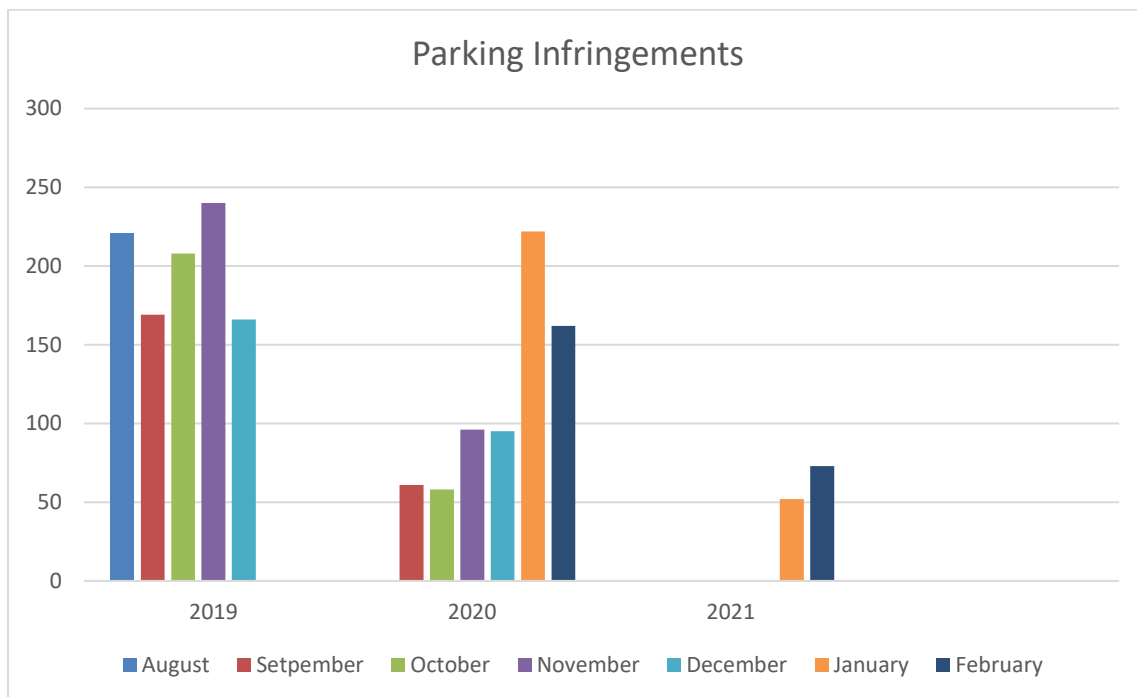
All uses of buildings that are over four storeys high, or contain over 500 occupants or purpose groups (SC) or (SD) greater than a single storey.

In the event of a building failure, they shall pose a high risk of a claim against Council, with a high risk of an injury to users.

## Property Separation Compliance Feb 2021

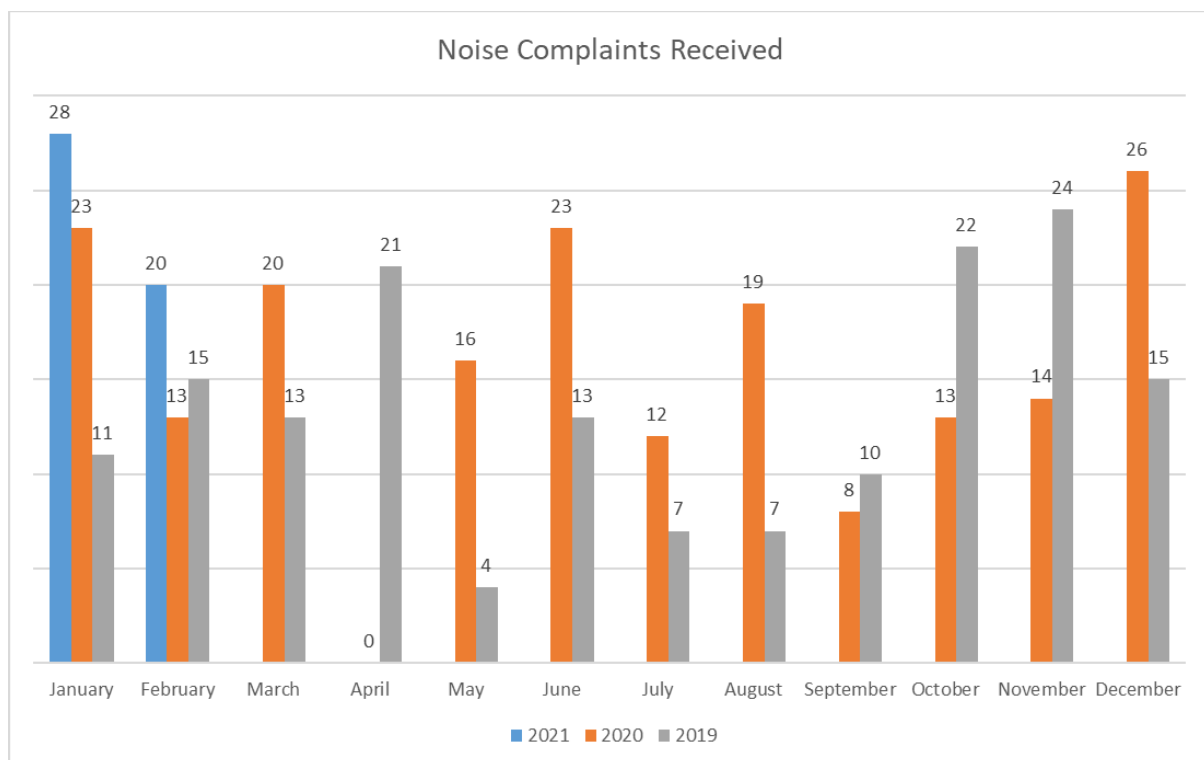


■ Complying ■ Noncomplying



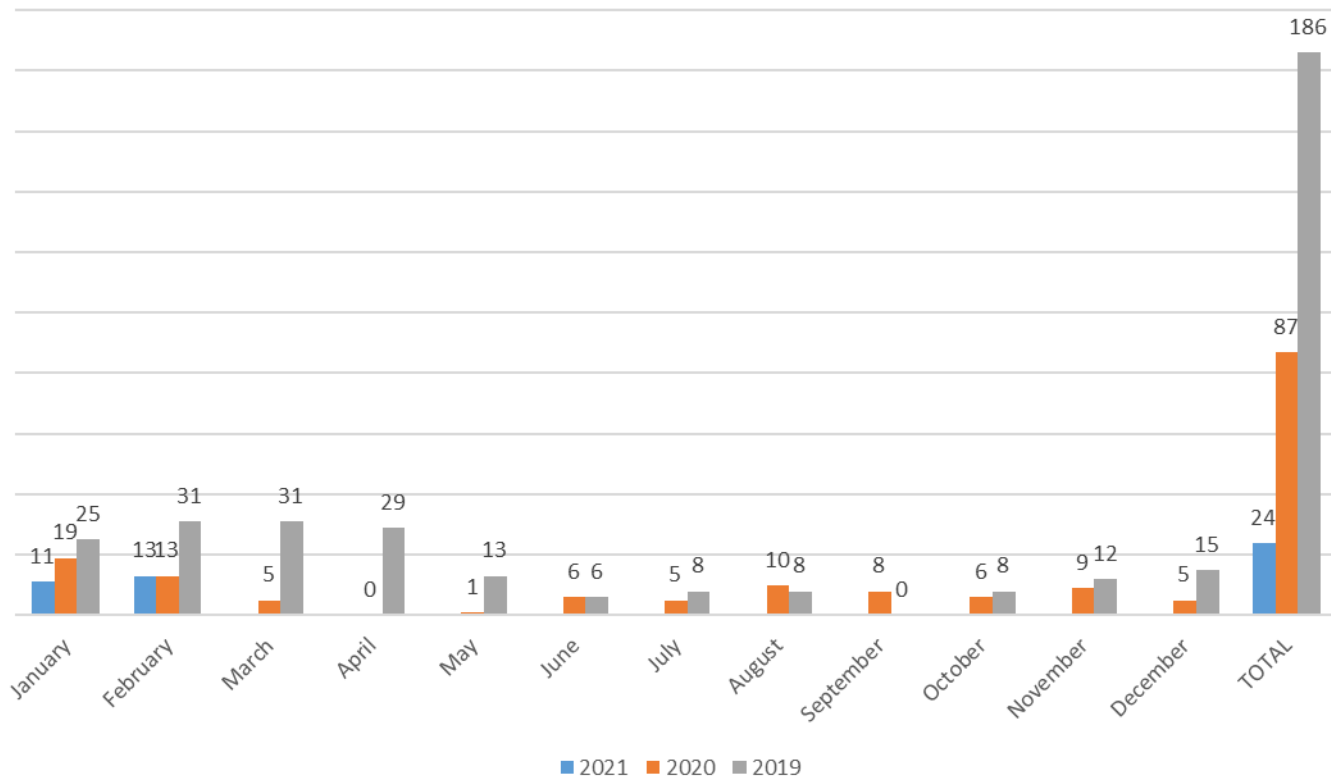
Property information	July	Aug	Sept	Oct	Nov	Dec/Jan	Feb
LIMs issued	20	20	41	25	21	64	40

Animal Control							
Dog Registration	July	Aug	Sept	Oct	Nov	Dec/Jan	Feb
Number of known dogs in the District	2729	2695	2691	2688	2700	2750	2697
Number of known Dogs registered (KPI 95% of total)	1473	2433	2501	2496	2550	2646	2579





### Freedom Camping Infringements Notices Issued



### 3 SUGGESTED RECOMMENDATION

**That the Environmental Services Report be received and noted.**

# [8] Finance Report

<b>Report To:</b>	Full Council
<b>Meeting Date:</b>	29 March 2021
<b>Report Author:</b>	Corporate Services Manager
<b>Executive Sponsor:</b>	Corporate Services Manager

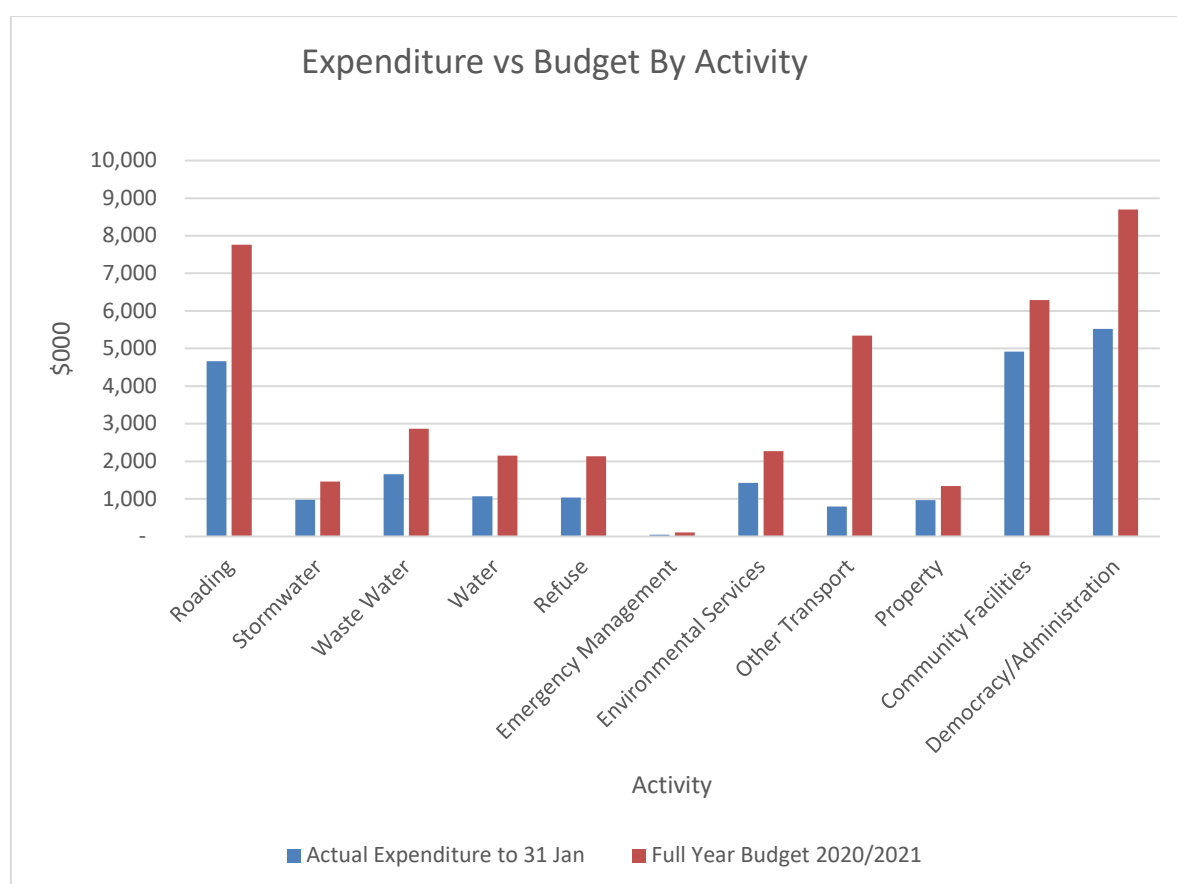
## 1 STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE TO 31 JANUARY 2021

	Note	Actual 2020 \$000	Annual Plan 2021 \$000	Actual 2021 \$000
<b>REVENUE</b>				
Rates, including targeted water supply rates	3	17,711	17,892	8,777
Subsidies and grants	4	8,171	10,909	6,730
Development and financial contributions		200	30	119
Fees and charges	5	4,328	4,597	2,767
Interest revenue	6	278	255	23
Other revenue	7	493	399	208
<b>Total revenue</b>		<b>31,181</b>	<b>34,082</b>	<b>18,624</b>
<b>EXPENDITURE</b>				
Personnel costs	8	5,957	6,047	3,665
Depreciation and amortisation expense	16	9,645	9,333	6,154
Finance costs	6	1,640	890	435
Other expenses	9	12,691	17,421	9,007
<b>Total expenses</b>		<b>29,933</b>	<b>33,691</b>	<b>19,261</b>
<b>Net surplus/(deficit) before tax</b>		<b>1,248</b>	<b>391</b>	<b>(637)</b>
Income tax expense		-	-	-
<b>Surplus/(deficit) after tax attributable to Grey District Council</b>		<b>1,248</b>	<b>391</b>	<b>(637)</b>
<b>OTHER COMPREHENSIVE REVENUE AND EXPENSE</b>				
Movement in asset revaluation reserve		28,456	-	-
<b>Total other comprehensive revenue and expense</b>		<b>28,456</b>	<b>-</b>	<b>-</b>
<b>Total comprehensive revenue and expense</b>		<b>29,704</b>	<b>391</b>	<b>(637)</b>

Notes:

1. Subsidies and Grant includes the first 50% of the Three Waters stimulus package as well as PGF funding for the port and three waters.
2. Both Interest Revenue and Finance Costs are down as we have substituted renewing some of our debt by using cash on hand rather than investing as the investment interest rates remain low.

## 2 ACTIVITY EXPENDITURE VS BUDGET TO 31 JANUARY 2021



- 2.1 Stormwater expenditure is high due to the large number of projects currently being undertaken and expenditure is expected to be fully allocated by 30 June.
- 2.2 Other Transport includes budget for \$4m for the port pontoon project. This project is being run by a project team and all income and expenditure is being made through Buller District Council.
- 2.3 Community Facilities expenditure is higher than anticipated due to higher than budgeted depreciation costs and this is due to the revaluation of Council assets for the 2020/21 Annual Report being higher than anticipated in the 2020/21 Annual Plan.
- 2.4 Property Expenses appear high but are currently on Track - the 2021/22 insurance cover has been paid and this makes up one third of the total budgeted expense for Property.

### 3 SIGNIFICANT CAPITAL PROJECTS - EXPENDITURE VS BUDGET TO 31 JANUARY 2021

Project / Contract	% of Work Completed		Project / Activity Type	Progress	Contract Completion Date	Comments	COVID-19 Impact	Claimed Expenditure to Date	Original Budget
	Last Council Report	This Council Report*							
Taylorville, Dobson & Kaiata Sewerage Scheme	98%	98%	Capital Works	Substantially Complete	18-Oct-13	Scheme operational	No	\$ 6,407,020.72	\$ 5,818,255.00
Runanga WTP Upgrade – Civil Works	97%	97%	Capital Works	On Hold	31-Jul-19	On Hold	No	\$ 808,306.62	\$ 809,891.10
Footpath, Kerb & Channel (2019/20)	60%	80%	Renewal Works	On track	26-Mar-21	Weather affecting project. Extension of time awarded by Engineer to 26 March 2021.	Yes - Project was on hold but recommenced after lockdown	\$ 203,336.38	\$ 347,261.48
Runanga Sewer Renewal Stage Three	99%	99%	Renewal Works	Substantially Complete	1-Sep-20	Contract substantially complete.		\$ 154,837.61	\$ 145,044.00
Recycling Hook Bins	5%	10%	Capital Works	Tender Awarded	22-Jan-21	A time extension will be required due to unforeseen issues at the Moana site.			\$ 100,645.01
Bridge Replacements - William Stewart Bridge	5%	5%	Capital Works	Tender Awarded	4-Oct-22	Tender Awarded. Design Stage		\$ 29,000.00	\$ 5,800,000.00
Bridge Replacements - Rough River Bridge	5%	5%	Capital Works	Tender Awarded	4-Oct-22	Tender Awarded. Design Stage		\$ 103,000.00	\$ 5,000,000.00
Bridge Replacements - Moonlight Creek Bridge	5%	5%	Renewal Works	Tender Awarded	4-Oct-22	Tender Awarded. Design Stage		\$ 118,000.00	\$ 2,600,000.00
Roadmarking Services	5%	10%	Renewal Works	Tender Awarded	28-Apr-21	Contract underway	Yes - Covid issues and new NZTA requirements have impacted on resources	\$ 25,466.38	\$ 210,575.60
Blackball Carpark	20%	90%	Capital Works	Tender Awarded	31-Mar-21	Sealed last week, just some line marking and wheel stops to go.		\$ 76,960.70	\$ 141,327.86
Footpath Renewals (2020/21)	10%	60%	Renewal Works	Tender Awarded	31-Mar-21	Contract progressing well		\$ 92,258.15	\$ 188,346.46
Kaiata Water Supply		0%	Capital Works	Tender Awarded	30-Jun-21	Tenders closed, funding approved, contractors on-site 1 April 2021	Yes		\$ 2,754,493.13
Reseals (2020/21)	10%	90%	Renewal Works	Tender Awarded	30-Mar-21	Part of 3 Year Programme			\$ 966,641.91
Taylorville Road Pavement Rehabilitation		0%	Renewal Works	Tender Awarded	30-Jun-21	Part of 1 Year Programme - Total Budget \$400,000. Remaining budget approximately \$130,000 to be used for further pavement rehabilitation works.		\$ 270,000.00	\$ 400,000.00
Slipway Construction		5%	Capital Works	Design Phase		Peer Review of Plans being completed in preparation for putting out to tender.		\$ 200,000.00	\$ 3,000,000.00
Urgent Works Retirement Housing (note: retirement housing budget is inclusive of GST)	50%	50%	Renewal Works	In progress	31-Jul-21	Sewer/stormwater separations - complete Bath conversions - complete Reroofing - in progress Rebrick - contracts awarded and on-site works to commence shortly	Yes - some impact on getting materials into NZ	\$ 170,000.00	\$ 900,500.00
Bottom Dumper Dredge	95%	99%	Capital Works	Construction Complete	30-Apr-20	Construction complete Sea Trails underway awaiting survey completion before taking ownership.	Yes - Delays in materials and contractors ability to complete construction due to staff shortages.	\$ 1,041,000.00	\$ 1,041,000.00
Wharf Replacement Port - Pontoons, Blaketown Pen repair/replacement		25%	Capital Works	Construction underway offsite	18-Jun-21	Construction of Pontoons is being completed offsite and installation I set to begin in April. Tenders for the Demolition of the old wharves by Tally's is currently being assessed	No	-	\$ 4,000,000.00

Key

●	Complete or substantially complete (95% or greater)
●	Contract progressing (10% or greater and less than 95%)
●	Contract tendered or awarded and underway or about to commence (less than 10%)

<b>4</b>	<b>SUGGESTED RECOMMENDATION FOR PORTFOLIO COUNCILLOR BECKER</b>
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**That the Finance Report be received and noted.**

# [9] In-Committee Items

## 1 COUNCIL IN-COMMITTEE

- 1.1 Exclusion of the Public
- 1.2 The general subject of each matter to be considered while the public is 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 this resolution are as follows:

## 2 RECOMMENDATION:

- 2.1 That Council resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.	In Committee Minutes of Ordinary Council meeting dated 22 February 2021	Good reason to withhold exists under Section 7	Section 48(1)a
2.	In Committee Minutes of Extraordinary Council meeting dated 15 March 2021	Good reason to withhold exists under Section 7	Section 48(1)a
3.	In Committee Minutes of Tenders Subcommittee meeting dated 11 February 2021	Good reason to withhold exists under Section 7	Section 48(1)a
4.	In Committee Minutes of Tenders Subcommittee meeting dated 3 & 8 March 2021	Good reason to withhold exists under Section 7	Section 48(1)a

- 2.2 This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 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 as follows:

Item No.		
1-4.	Minutes of meeting only	7(2)(b)(ii), 7(2)(h)

# [10] Council Resume In Open Meeting

<b>1</b>	<b>CLOSURE OR RATIFICATION OF DECISIONS IN OPEN</b>
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