ORDINARY COUNCIL MINUTES

MINUTES OF THE ORDINARY COUNCIL MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON THURSDAY 23 JULY 2026 COMMENCING AT 1.00 PM

The Council Meeting was live-streamed to the Westland District Council YouTube Channel, and presentations were made available on the Council Website.

1. KARAKIA TĪMATANGA
OPENING KARAKIA

The opening Karakia was led by Her Worship the Mayor.

2. MEMBERS AND APOLOGIES

Chairperson:	Her Worship the Mayor
Deputy and Northern Ward:	Councillor Burden
Northern Ward Members:	Councillor Maitland, Councillor Mackenzie
Hokitika Ward Members:	Councillor Gillett, Councillor Martin, Councillor Walker
Southern Ward Members:	Councillor Manera, Councillor Munns
Iwi Representatives:	Kaiwhakahaere Madgwick, Kaiwhakahaere Tumahai (via Zoom)

NGĀ WHAKAPAAHA
APOLOGIES

Nil.

Staff present

B. Phillips, Chief Executive; S. Lewis, Chief Financial Officer; N. Martin, Governance and Communications Officer; L. Webster, General Manager Regulatory and Compliance (part of the meeting); D. Maitland, Quality Assurance Manager.

3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST

There were no Conflicts of Interest noted at the meeting on any items on today's agenda.

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

Nil.

5. PUBLIC FORUM

Nil.

6. NGĀ MENETI O TE HUI KAUNIHERA
MINUTES OF MEETINGS TO BE CONFIRMED

The following minutes were tabled for adoption:

- **Council Meeting Minutes - 25 June 2026**

  The following items were raised for amendment at the meeting:

  Apologies:
  Correction required to the apologies to reflect attendance at the meeting.

  Item 4.2 Urgent Items not on the Agenda:
  Kaiwhakahaere Madgwick made a request that the notice of motion in the confidential section of the meeting be ~~to be~~ discussed in the ~~public excluded be moved to the~~ open section of the meeting on the grounds that the response report does not contain any sensitive information.

  Notice of Motion
  Councillor Mackenzie presented a Notice of Motion to the Council, attached as Appendix 1 to the Minutes) in accordance with Standing Orders 27.1. Appendix 1 has now been added to the Council Website and will be attached to the formal record of minutes of the meeting.

- **Extraordinary Council Meeting Minutes - 30 June 2026**

  Moved Councillor Gillett, seconded Deputy Mayor Burden and **Resolved** that:

  1.1 The Minutes of the **amended** Ordinary Council Meeting held on 25 June 2026 be confirmed as a true and correct record of the meeting, subject to the amendments noted above.

  1.2 The Minutes of the Extraordinary Council Meeting held on 30 June 2026 be confirmed as a true and correct record of the meeting.

  The Chair approved that her digital signature be added to the confirmed Council Meeting Minutes.

COMMITTEE MINUTES TO BE RECEIVED

- **Council Controlled Organisation Oversight Committee Minutes - 16 April 2026**

  Moved Councillor Gillett, seconded Councillor Manera and **Resolved** that the minutes of the Council Controlled Organisation Oversight Committee meeting held on 16 April 2026 be received.

7. ACTION LIST

The Chief Executive provided an update to Council on the action list as follows:

Item	Action
Hokitika Museum Trust Board	This item will be discussed as part of the Long Term Plan process. *This item will be removed from the action list.*
Lake Kaniere Water Quality	A report will be tabled at the August Council Meeting post West Coast Regional Council meeting.
Freedom Camping	This item is on the Council Agenda for today.
Kumara Endowment Fund	This item will be reported back at the August Council meeting.
Westroads Ltd – Statement of Intent	This item will be reported back at the August Council meeting.
Rates Remission Policy	This item will be prepared as part of the Long Term Plan process. *This item will be removed from the action list.*

Item	Action
Land Sale at Kowhitirangi	This item was raised by Councillor Mackenzie and will be reported back to the August Council meeting.
Changes to staff numbers	This item was raised by Kaiwhakahaere Madgwick. It was noted that this item was not on the action list; however, it was noted in the 25 June Ordinary Council Minutes. The Chief Executive advised that this matter will be reviewed on the recording and added to the August action list.

Moved Councillor Gillett, seconded Councillor Maitland and **Resolved** that the Action List be received and the items relating to the Hokitika Museum Trust Board and Rates Remission Policy be removed from the action list.

8. NGĀ TĀPAETANGA PRESENTATIONS

Nil.

9. MAYOR'S REPORT

Her Worship the Mayor provided a report on the activities undertaken since the last report to Council.

Moved Councillor Walker, seconded Councillor Martin and **Resolved** that the report from Her Worship the Mayor be received.

10. PŪRONGO KAIMAHI STAFF REPORTS

10.1 Destination Westland Limited (DWL) - Statement of Intent

Greg Bishop, Chair of Destination Westland Ltd (DWL), and Melanie Anderson, Chief Executive of DWL, were in attendance for this item.

The Chief Executive of DWL advised that an amended page to the Statement of Intent would be provided for the formal record.

The Chief Financial Officer presented a report to Council on Destination Westland Ltd's Statement of Intent for the period 1 July 2026 to 30 June 2027.

Mr Bishop provided an update to Councillors regarding the Statement of Intent.

Moved Deputy Mayor Burden, seconded Councillor Martin and **Resolved** that:

1.1. The amended report be received.

1.2. Council adopt the Destination Westland Ltd Statement of Intent 2027.

1.3. Council direct staff to make the Statement of Intent available on the Westland District Council website within 1 month of this date for a period of no less than 7 years.

10.2 Rates Write-offs and Remissions

The Chief Financial Officer spoke to this item and advised that the purpose of the report was to request Council approval to write off rate debts deemed uncollectable, and to apply remissions,

for the financial year ended 30 June 2026. Clarification was provided on which items are remitted under the Local Government (Rating) Act 2002, items that are a Council policy decision and errors corrected in the rating database.

Moved Councillor Maitland, seconded Councillor Munns and **Resolved** that:

1.1. The report be received.

1.2. Council approves the total proposed rates write-offs and remissions of $267,111 excluding GST and penalty remissions of $75,470 excluding GST.

10.3 Freedom Camping - Noting Report

The General Manager Regulatory and Compliance advised the purpose of the report was to provide an update regarding freedom camping and the work undertaken regarding the draft bylaw. A draft bylaw will come back to Council in October 2026, following a Council Workshop.

Moved Councillor Munns, seconded Councillor Walker and **Resolved** that the report be received.

10.4 Chief Executive's Quarterly Report

The Chief Executive advised the purpose of the report was to provide an update on all aspects of what is happening in the Westland District and update Council on any matters of significance and priority. The following topics were raised:

- Malicious and vexatious commentary directed at staff has been circulated through social media and communicated directly to Council. This matter is being considered as a risk issue and will be discussed at the August Risk and Assurance Committee meeting, including consideration of any implications for staff wellbeing, governance, and organisational risk.

- A review of the complaints process is underway and will be discussed at the August Risk and Assurance Committee meeting, to provide greater visibility and reporting of complaints to future Council meetings.

- Councillor Mackenzie requested that there be a review of the data in the environmental scan to use more current data.

- The spelling of Lindsay Molloy's name in the report at Page 59, relating to the donation of a rare adze, was corrected.

Kaiwhakahaere Tumahai left the Zoom meeting at 2.24 pm and did not return.

Moved Councillor Walker, seconded Councillor Gillett and **Resolved** that the Quarterly Report from the Chief Executive dated 1 April – 30 June 2026 be received.

11. ADMINISTRATIVE RESOLUTIONS

Nil.

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

Moved Councillor Manera, seconded Councillor Munns and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 2.24 pm.

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes: Ordinary Council Meeting 25 June 2026 Extraordinary Council Meeting 30 June 2026 Council Controlled Organisation Oversight Committee Meeting 16 April 2026	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

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

Item No.	Interest		Section
1	Protect the privacy of natural persons, including that of deceased natural persons.		(S.7(2)(a))
1	Protect information where the making available of the information:		(S.7(2)(b))
	(i)	would disclose a trade secret; and	
	(ii)	would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	

Moved Councillor Manera, seconded Councillor Gillett and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed. Accordingly, the meeting went back to the open part of the meeting at 2.50 pm.

MEETING CLOSED AT 2.50 PM

Next Ordinary Council Meeting – 27 August 2026
Council Chambers, 36 Weld Street, Hokitika and via Zoom

Confirmed by:

Mayor Helen Lash **Date: 27 August 2026**
Chair