

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
TARAMAKAU RATING DISTRICT
HELD AT THE STEVENSON'S RESIDENCE
ON TUESDAY 27 OCTOBER 2015, COMMENCING AT 12.05 PM.

PRESENT

M. Stewart, A. Stewart (arrived 12.07), D. Groot, S. Langridge, R. Langridge, P & A. Stevenson

IN ATTENDANCE

West Coast Regional Council
A. Birchfield, A. Robb (Councillors)
M. Meehan, W. Moen, T Jellyman (Staff),

APOLOGIES

J. Stewart, M. Dyke

Moved: *"That the apologies be accepted."*

P. Stevenson / S. Langridge – Carried

BUSINESS

Cr Robb opened the meeting and welcomed those present.
He introduced himself and Council staff.

Moved: *"That the minutes of the previous Annual Meeting held on 25 November 2014, be adopted as a true and correct record of that meeting."*

D. Groot / S. Langridge – Carried

MATTERS ARISING

Action Points were updated. W. Moen confirmed he had completed the action points from last year's meeting.

A. Stevenson stated it is hard to remember if the minutes are accurate in view that it is a year since the last meeting. M. Meehan advised that the minutes are put up on council's website once they have been adopted by council. It was agreed that the minutes of today's meeting would be emailed to the spokesperson once they have been adopted by Council.

FINANCIAL REPORT

M. Meehan spoke to the financial report. He advised that recent works have caused the rating district account to go into a slight deficit. The opening balance was just under \$53,000 and the closing balance is \$86,968.78, for the financial year.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period from 1 July 2014 to 30 June 2015. W. Moen advised that there was \$32,785 worth of works done during the reporting period. W. Moen advised that he carried out an inspection on 22 June 2015 and \$106,490 worth of works were identified for the 2015 / 2016 year. W. Moen stated that this figure includes \$20,000 for unforeseen maintenance.

A. Stewart stated that staff costs seem to add a further cost to work. M. Meehan advised that staff costs are usually around 5 – 10% of the cost of contracts but this is not usually factored into the contract price. He offered to ensure this cost is included from now on.

RATES 2016 / 2017

M. Meehan stated that at the previous meeting the rate strike was decreased to \$60,000. This decision was due to the financial situation at the time. He stated that the idea was to increase the rate strike back up to \$80,000 this year. It was noted that the dairy payout is expected to be low this year as well. Cr Robb stated that this rating district is well used to paying for works as they occur and Council is happy with this. Cr Robb asked the meeting if they would rather keep the rate strike at \$60,000 again for the coming year. P. Stevenson stated that there does not appear to be a lot of work required at the moment. It was agreed that the proposed rate strike is \$60,000.

ELECTION OF OFFICERS

T. Jellyman stated that traditionally all ratepayers in the rating district are members of the committee. P. Stevenson is the current spokesperson and D. Groot is the current deputy spokesperson. S. Langridge suggested that D. Groot become spokesperson. D. Groot stated he would agree to this in the interests of rotation. P. Stevenson agreed with this. M. Meehan stated that communication with P. Stevenson via email has been great and this has saved the rating district money. D. Groot stated that email would be his preferred method of contact. It was suggested that A. Stewart becomes the deputy spokesperson. P. Stevenson agreed that with this as he feels that by rotating the roles there is an opportunity to learn more.

Moved: ***"That the committee will comprise of all current ratepayers."***

M. Stewart / P. Stevenson – Carried

Moved: ***"That D. Groot is elected as Spokesperson for the 2015 / 2016 financial year"***.

S. Langridge / P. Stevenson – Carried

Moved: ***"That A. Stewart is appointed as Deputy Spokesman for the 2015 / 2016 financial year."***

P. Stevenson / D. Groot – Carried

GENERAL BUSINESS

Tendering of Works

M. Meehan advised that there is an option to tender out works for 1 – 2 years. He advised this was also discussed with the Wanganui rating district at their meeting last week. M. Meehan advised that the Wanganui rating district decided not to go ahead with this. M. Meehan advised that works would be tendered out and contractors would be given a rough idea of what has been spent over the last ten years. The contractor would put in a tender price for supplying and placing rock and the contractor would be held to that price for the tender period. As part of the tender the contractor would be required to do emergency work within 24 hours. M. Meehan advised that Council's Procurement Policy requires Council to go through a full tender outside of emergency works for any work over \$5,000. He stated that this figure is quite low. The Wanganui rating district felt that this should be raised to \$15,000 to \$20,000 and this request may be taken back to Council for consideration. M. Meehan advised that the driver for this system is to be able to get emergency works done as soon as possible and not having to go through the tender process. M.

Meehan advised that when emergency works are required the three quotes that are required to be got can still be obtained and this gives the local contractors an opportunity to tender. M. Meehan advised that this system could work well in this rating district. He stated that the main issue with this would be having a good rock source. It was agreed that this matter would be parked for the time being and rock sources would be discussed,

Rock Sources

M. Meehan advised that the assessment of the rock on the permit area was not done and he is now seeking direction on this. W. Moen stated that the gold claim is not a good rock source as it is not a reliable source. W. Moen thinks that the royalty is \$4.50 or \$5.00 but he is not certain of this. M. Stewart stated that McGrath's rock is \$5.00 per tonne and it is stacked in a pile ready to pick up. M. Meehan stated that \$1500 is paid per annum for the rock permit. He asked the meeting if it is worthwhile continuing with the permit. It was noted that the permit is able to be renewed. M. Stewart stated there is no point paying for this if there is no access to this area. Cr Robb stated an assessment of the rock needs to be done and then to work out if access to the rock is going to be a problem. Cr Robb advised that a formal access agreement from S. Langridge would need to be obtained if this rock source is to be used. M. Meehan stated he would like to get an assessment done of this area and then come back to the rating district with costs so a decision can be made on whether or not to keep the permit. S. Langridge stated that he did not know that Council's Quarry Manager was arriving with a digger and he had this area in silage and he did not want a road in this area. It was agreed that this matter would be revisited and access, such as an easement, would be discussed. M. Meehan explained how the access agreement for the Whataroa quarry works. He stated he could model the access agreement on the Langridge's property on the same basis as the Whataroa quarry access agreement. M. Meehan stated he will start this process off over the next month or so and he will work on a report for this meeting. He suggested that a meeting of the rating district committee is held early next year to discuss this report. P. Stevenson stated it is important to get a rock source as there is risk involved with some other rock source areas. S. Langridge confirmed that the current rock source is fine to be used in the meantime. S. Langridge stated he is keen on the two year contract idea as the contractor can then stockpile rock.

It was agreed that the two year contract tender process would not be started until the rock source is confirmed as access needs to be assured. Further discussion took place on how the two year contract process would be managed. M. Meehan discussed various options available. It was agreed cost options would be worked through and discussed at the meeting scheduled for the early next year.

M. Stewart asked M. Meehan if he has had discussions with contractors on how the two yearly contracts would work. M. Meehan stated that some of the contractors that this rating district uses operate on a similar system in Canterbury. He stated it provides surety of work for the contractors in the long term but contractors need to be able to get their gear to the site quickly. M. Meehan feels that a better price would be obtained by tendering two yearly than by job by job. Extensive discussion took place on stockpiling of rock. A. Stevenson asked if there would be cost saving benefits with administration if two yearly contract tendering was in place. W. Moen agreed this would save time. M. Meehan stated that the biggest benefit is getting contractors on the job quickly. Cr Robb asked how many tenders a year would be put out in this rating district. W. Moen stated that there could be ten contracts in a high year. He stated that the pricing might be lower as it gives the contractor guaranteed work for two years. M. Meehan advised that Ecan use this method and he has a good relationship with them and they are happy to share information. S. Langridge asked if the work on the stopbank will be done in one price or will it be split. M. Meehan advised that this will depend on the rock source.

M. Stewart spoke about the cross section history between 1977 and 2011. There was discussion on the history of the cross sections.

P. Stevenson asked about the last time the river breached and there was a payout from insurance. M. Meehan clarified that this payment was from the Ministry of Civil Defence following the 2010 flood event. M. Meehan explained that a claim was made for funding by Council and the Ministry paid out. He stated that the payout relates to the percentage of the rate take and how much of damage is done by a flood event as there is a threshold that needs to be met. Cr Birchfield stated that staff did a good job on this.

P. Stevenson spoke about an area of the stopbank on Dymac's farm where work has been done but this is not part of the scheme. M. Dyke asked earlier if the rating district would consider putting this into scheme. Cr Robb stated that this is the rating district's call as it is their scheme. W. Moen confirmed that the area being discussed is about 130 metres long. Cr Robb stated if this area was brought into the scheme then everyone would need to agree on it and there may need to be a reclassification of the rating district. D. Groot stated that the owners of this land are absentee owners. A. Stewart stated that now this extra work is in, it should not require any work for a long time.

There being no further rating district business to be discussed, the meeting closed at 1.10 p.m.

Action Points:

T. Jellyman to email the minutes to the spokesperson.

W. Moen to ensure staff time is factored into contract costs.

M. Meehan to work on access agreement for the rock source with S. Langridge.