

## THE WEST COAST REGIONAL COUNCIL

### MINUTES OF THE MEETING OF THE COUNCIL HELD ON 13 SEPTEMBER 2011, AT THE OFFICES OF THE WEST COAST REGIONAL COUNCIL, 388 MAIN SOUTH ROAD, GREYMOUTH, COMMENCING AT 11.36 A.M.

#### **PRESENT:**

R. Scarlett (Chairman), B. Chinn, A. Robb, T. Archer, D. Davidson, A. Birchfield, I. Cummings

#### **IN ATTENDANCE:**

C. Ingle (Chief Executive Officer), R. Mallinson (Corporate Services Manager), M. Meehan (Planning and Environmental Manager), C. Dall (Consents & Compliance Manager), T. Jellyman (Minutes Clerk)

#### **1. APOLOGIES:**

There were no apologies.

#### **2. PUBLIC FORUM**

There was no public forum.

#### **3. CONFIRMATION OF MINUTES**

**Moved** (Birchfield / Robb) *that the minutes of the Council Meeting dated 9 August 2011, be confirmed as correct.*

*Carried*

#### **Matters arising**

There were no matters arising.

#### **REPORTS:**

##### **4.1 ENGINEERING OPERATIONS REPORT**

M. Meehan spoke to his report advising that an inspection of the Whataroa River proposed works for the proposed rating district in this area has been carried out. M. Meehan reported that information has been passed on to the residents of this proposed rating district outlining the extent of the proposed works and a further survey form has also been sent out to ascertain whether or not residents still want to form a rating district.

M. Meehan advised that meetings have been arranged with residents for the proposed Whataroa rating district and also for the proposed Punakaiki River (south bank) rating district. M. Meehan advised that NZTA and Grey District Council would be invited to the meeting for the proposed Punakaiki rating district. M. Meehan reported that quarry work has been busy with a lot of rock being taken from council quarries. M. Meehan drew attention to the new table in his report that illustrates how much rock and emergency stockpiles of rock are proposed for each quarry. M. Meehan stated that good progress in being made in the Whataroa quarry as there is a lot of room and there is already an emergency stockpile of rock in place. M. Meehan stated that there is no room in the Kiwi quarry for a stockpile of rock therefore Blackball quarry will hold extra rock for this purpose. M. Meehan advised that the consideration is being given to tendering out all quarry work in order to get the best price possible for work and also to get a consistent supply of rock in all quarries. M. Meehan advised that contractors seem to be in favour of this move and it is felt that this would give contractors some surety with regard to investment in their machinery and staffing as well. Cr Davidson asked where is council at with regard to the Wanganui

quarry. M. Meehan responded that a tender document is about to be released inviting tenders to register their interest in this quarry.

**Moved** (Archer / Birchfield) *that this report be received.*

*Carried*

## **5.1 CORPORATE SERVICES MANAGER'S REPORT**

R. Mallinson spoke to his report advising that \$500,000 was withdrawn from the Forsyth Barr Ltd portfolio to form the Regional Catastrophe Fund. He advised that this money has been established in a separate portfolio with Westpac. R. Mallinson reported that \$1M has been invested from Council's unbudgeted 2010 / 2011 surplus.

**Moved** (Birchfield / Archer) *that this report be received.*

*Carried*

### **5.2.1 ANNUAL REPORT FOR YEAR TO 30 JUNE 2011**

R. Mallinson spoke to this report and took it as read.

**Moved** (Robb / Cummings) *That Council receive the unaudited 2011 Annual Report.*

*Carried*

### **5.2.2 DRAFT PROCUREMENT POLICY**

R. Mallinson spoke to this report. He stated that Council is a reasonably large procurer of goods and services in the region and spends in excess of \$6M per year. R. Mallinson advised that Audit New Zealand has been recommending that this policy be finalised. R. Mallinson advised that the new policy takes into account specialised areas of procurement where this is a limited pool of potential suppliers. R. Mallinson stated that he feels this policy suits council's requirements. Cr Archer asked R. Mallinson if he feels there is a need to include an indicative preference to West Coast suppliers for goods and services as opposed to out of region suppliers. R. Mallinson advised that he would not recommend this as council always goes for the best value option whether this is from a local supplier or a supplier from outside the region. Cr Birchfield agreed that it council should go for the best deal wherever they can get it.

**Moved** Archer / Robb) *That Council adopts the attached Procurement Policy.*

*Carried*

## **6.0 CHIEF EXECUTIVES REPORT**

C. Ingle spoke to his report. He spoke of the positive meeting he attended with the Conservator and Department of Conservation senior staff on the 29<sup>th</sup> of August.

C. Ingle reported that he also attended a very productive meeting with Westland Milk Products senior management team on the 31<sup>st</sup> of August. He advised that there would be an annual report relating to the "Working Together" agreement that council has with Westland Milk Products in the next council agenda. C. Ingle stated that this has been a very productive year with the new "Code of Practice" that Westland Milk Products has adopted bringing the two organisation's goals even closer together.

C. Ingle reported that he attended the Regional Sector Group meeting in Wellington with Cr Scarlett on the 1<sup>st</sup> and 2<sup>nd</sup> of September.

C. Ingle advised that the Mayors and Chairs forum that is noted in his report was postponed due to a Shared Services meeting that was held in Canterbury yesterday. He advised that this was a South Island wide meeting and was called by Dame Margaret Bazley from the Canterbury Regional Council. C. Ingle stated that there was good representation from as far away as Southland and up to the top of the south Unitary Councils, with very robust discussions on shared services on what is working and what isn't. C. Ingle advised that shared services will be discussed further today at the Zone 5 meeting, he stated that it is possible that he will be asked to join this group.

C. Ingle reported that the Animal Health Board's Annual Report is included in this report. He advised that this is looking back on performance on the previous year. He spoke of the good progress being made in this area with Tb infected herd numbers falling. C. Ingle advised that looking forward into this current year, the Animal Health Board made an additional funding request for \$82,000. C. Ingle advised that at the time of the Annual Plan process the Animal Health Board was unsure of how much they required as they were unsure of what other regions would not be able to fund. He advised that Tasman have not been able to fully fund their programme and therefore the Animal Health Board are seeking further funding for a second ground control round. Cr Scarlett stated that this is a very cost effective measure as Council gets close to \$1M of ground control work in the West Coast from this.

**Moved** (Robb / Birchfield)

1. *That this report be received.*
2. *That Council agrees to fund the \$82,000 requested by AHB, from retained earnings from the 2010 / 10 financial year.*

*Carried*

## **7.0 CHAIRMANS REPORT (VERBAL)**

Cr Scarlett reported that he attended the Regional Sector Group meeting with the Chief Executive on the 1<sup>st</sup> and 2<sup>nd</sup> of September. Cr Scarlett stated that he feels Government is slowing at the moment, as the general election is only six weeks away. Cr Scarlett stated that he attended the Shared Services yesterday also and he feels there are some exciting prospects coming up and he is pleased that the Chief Executive will be joining this committee. Cr Scarlett feels there are savings and efficiencies to be made that will provide a better service to the public. Cr Scarlett stated that shared services are a big move in Government at the moment with all departments being looked at.

**Moved** (Scarlett / Davidson) that this report be received.

*Carried*

## **GENERAL BUSINESS**

There was no general business.

The meeting closed at 11.48 a.m.

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Chairman

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Date