WEST COAST
REGIONAL COUNCIL

WEST COAST REGIONAL COUNCIL
MEETING OF THE NEILS BEACH RATING DISTRICT
ON
Wednesday, 25 November 2026
5.30 PM

Via Zoom Meeting

AGENDA

1. **Welcome**
2. **Apologies**
3. **Minutes of last meeting** 1-7
4. **Election of the Committee** 8-9
5. **Signing of the Rating District Terms of Reference (if applicable)** 10-14
6. **Reports**

6.1 Annual Asset Condition Report Summary 15-23

6.2 Flood, Coastal and Drainage Schemes Review – Engagement and Public Consultation Update 24-35

6.3 Annual Works Report 7.5 Finance Report 36-38

6.4 Finance Report 39-40

8. General Business

Please let WCRC know if there is anything you would like discussed at this meeting that is not on the agenda by Tuesday, 27 October 2026

Please contact Cloe Nieper (cloe.griffin-nieper@wcrc.govt.nz) or Michael Beagle (michael.beagle@wcrc.govt.nz) with your queries.

Item 3	**Neils Beach Rating District Meeting Minutes – 28th January 2025**
Author	Cloe Griffin-Nieper Catchment Management Coordinator
Authoriser	
Public Excluded	No

Report Purpose

The purpose of this report is to receive the minutes of the Neils Beach Rating District Meeting of 28th January 2025

Recommendation

It is recommended that Council/the Committee resolve to:

1. *Confirm that the minutes of the Neils Beach Rating District Meeting held on 28th January 2025 are a true and correct record.*

Attachments

Attachment 1: Minutes of the Neils Beach Rating District Meeting held on 28th January 2025

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
NEILS BEACH RATING DISTRICT
HELD AT THE HANGER BEACH ROAD
NEILS BEACH
ON 28TH JANUARY 2025, COMMENCING AT 2PM

PRESENT (Rating District Members)

A. Robson, A&J. Sutton, C. Wing, M. Thomson, S. Thomson, C. Hughes, N. Hughes, F. Lindquist.

IN ATTENDANCE (Staff)

Cr P. Haddock, Cr A. Campbell (Councillors)
S. Morgan, L. Crozier, J. Ellis, W. Spencer (Staff)

APOLOGIES

Cr B. Cummings, M. Deans, N&J Kagan, G. Dowie, M. Gibson & J & L Dibben, J & A Murray, G. Robson, S. Bell, M. Petrie.

Moved-J. Sutton/C Hughes-Carried.

WELCOME AND MINUTES OF THE LAST MEETING

Cr P. Haddock opened the meeting, introduced themselves, the committee and the council staff.

Cr P. Haddock thanked the spokespersons for all their work for the Rating District.

Moved: ***"That the minutes of the previous Annual Meeting held on 29th May 2024, subject to amendments be adopted as a true and correct record of that meeting."***

Moved J. Sutton/Alison Sutton-carried

MATTERS ARISING

The committee discussed the ongoing progress of the global consent process, noting that it is currently underway. It was acknowledged that the committee does not have the financial capacity to undertake this process independently. K. Maynard advised that multiple rivers are being considered, and external consultants will be required to facilitate the process. Ideally, costs will be distributed across other Regional Districts (RDs). If external parties submit objections, the consent process will need to be publicly notified. Further

information will be provided as it becomes available. The timeframe for completion may align with the upcoming revision of the Coastal Plan.

K. Maynard advised a structure can be maintained up to its level of service and will be covered in that consent.

Coastal Planting - S. Morgan confirmed that a list of suitable plants has been emailed to the committee and the Biosecurity Team. This task is now complete.

Beach Wood Removal Rules - WCRC will revisit the beach wood removal rules. A follow-up is required regarding signage, incorporating joint logos of WDC and WCRC. The assigned engineer will address this post-meeting. The publication of these rules remains the responsibility of WDC and will be made available on their website.

Financial Reversal - A financial adjustment has been noted, with funds returning to the Rating District. This matter is currently in progress—please refer to the response provided.

Bund Drainage - The Rating District will continue to monitor bund drainage and report any concerns. If further issues arise, the Area Engineer will be engaged for resolution.

Hazard Plan Review - The Rating District was not informed of the hazard plan update. Cr. B. Cummings was to take this matter back to the council for discussion. The plan is currently under review.

Bund Work at Jackson Bay - A Rating District member noted that the Jackson Bay side of Neils Beach was excluded from the previous bund work. Additionally, a creek is now draining in the area. This matter will be addressed immediately following the meeting with a site visit.

FINANCE REPORT

Please see page 23 of the agenda/papers & Attachment 1.

S. Morgan spoke to this, please note we are late having these meetings, we have looked into the reverse noted on these finances, period of 1st July 2023 to 30th June 2024, she advised that the Neils Beach Rating District had an opening balance of $24,694.95 with a total revenue of $6,394.23 less expenses of $355.91 for a closing balance of $30,733.27.

Moved A. Sutton / C. Hughes -carried.

ANNUAL WORKS REPORT

Please see page 24-25 of the agenda/papers & attachment 2.

S. Morgan spoke to the Annual Works Report, no maintenance or capital works carried out from the 1 July 2023 to the 30 June 2024 period.

Bund Height Maintenance - J. Sutton noted that the existing measures have been effective and emphasized the importance of maintaining the current bund height.

Funding Considerations - S. Morgan advised that funds would be drawn from the prudent reserve. If costs exceed this reserve, alternative funding options, such as rate increases or loan funding, would need to be considered.

Debris Management & Maintenance Budget- The committee discussed the issue of logs and other debris being pushed into the bush, noting the presence of a hole in the area. It was agreed to allocate $5,000 for maintenance. The Area Engineer will work with the committee to determine necessary actions. This is the same location scheduled for inspection following the meeting.

User Charge Fees - S. Morgan provided an overview of proposed changes to user charge fees emphasizing the need for a fairer distribution of costs.

Storm Recovery & Planting - J. Sutton noted that M. Petrie had undertaken planting efforts following a local storm, which had proven to be successful.

Gorse Growth - It was observed that gorse is increasing along the coastline due to sea influence.

RATES 2025/2026

S. Morgan advised that the balance of the rating district account at the beginning of the 2024-2025 financial year was likely to be $31,347.

She proposed a rates strike of $7,220.00 which included $5,000.00of rates maintenance and $2,200.00 of engineering cost recovery.

Moved: ***"That the rate strike for Neils Beach Rating District is $7,220.00 excl GST for the 2025/2026 financial year."***

Moved - J. Sutton / C. Hughes -carried.

ELECTION OF COMMITTEE

Moved: ***"That the committee, be namely:***
A. Piercy
J. Sutton
Craig Wing
Charlie Hughes
G. Dowie
A. Robson and
M. Petrie
remain as the committee for the 2025/2026 financial year."

Moved: ***"That J. Sutton is re-elected as Spokesperson and M. Petrie to be Deputy for the 2025-2026 financial year.***

All in favour.

SIGNING OF THE RATING DISTRICT AGREEMENT

Quorum Requirement - It was agreed that the quorum for meetings will be set at four members.

Rating District Scheme -The committee confirmed that the Rating District scheme will continue to cover both maintenance and capital work.

Legislative Considerations - The Local Government Acts were discussed in relation to the scheme. An action was noted to consider formally recognizing Neils Beach as a coastal scheme. The Coastal Policy Statement and Natural Hazards team will investigate this matter further.

Moved- A. Sutton / C. Hughes -carried.
All in favour.

INSURANCE REPORT

S. Morgan spoke to this-N/A to this RD.

SURVEY REPORT

S. Morgan spoke to this- The WCRC has had a ten-year strategy in place for riverbed survey since 2014. This strategy is due for renewal and a new strategy has been proposed for adoption by the regional council (Attachment 1).

This report outlines the importance of riverbed and coastal surveys for the purpose of flood and coastal hazard protection.

Council have also been put forward a proposal to change the current funding model of survey work which ius currently 50% funded by the relevant rating district, and 50% by the General Rate, to a 100% funding through the income council receives as a result of gravel royalties. The outcome of this proposal will be provided verbally to RDs during meetings.

GENERAL BUSINESS
Covered in the above discussions.

ACTIONS
Outstanding Actions from Previous Meeting-

Beach Wood Removal Rules - The rules will be taken back to the committee for further discussion. Follow-up required regarding signage, including joint WDC and WCRC logos. The engineer will address this post-meeting, with a more cost-effective option being for local residents to install the signs.

Financial Reversal - The financial adjustment noted in the previous meeting remains in progress—please refer to the response provided.

New Actions-

Global Consent Progression - Councillors will raise the status of the global consent process at the next council meeting.

Vehicle Access to Beaches - Confirmation is required regarding whether vehicles, such as Moxies, are permitted on beaches (TTPP or WDC regulations). The Area Engineer will investigate beach access rules.

Bund Work at Jackson Bay - A Rating District member noted that the Jackson Bay side of Neils Beach was excluded from previous bund work. Additionally, a creek is now draining in the area. This will be inspected immediately after the meeting.
Neils Beach Coastal Scheme - The Local Government Acts were discussed, and an action was noted to consider formally recognizing Neils Beach as a coastal

scheme. The Coastal Policy Statement and Natural Hazards team will investigate this matter.

Legislative Review -
Law 126, Section C: A review is needed to determine if amendments are required.
Clause 7: The word “BUT” is to be removed.
Clause 11: The wording should be updated to reflect “major maintenance” rather than “general maintenance” and clarify whether it should refer to “major scheme capital or upgrades.”

Meeting Closure - The meeting was adjourned at 3:00 PM.

The committee expressed gratitude to Andrew Robson for providing the venue.

Attachments:

1. Extraction from insurance report.
2. Survey report strategy and paper.
3. Annual works report.

5

Neils Beach Rating District Election of Committee

Author	Cloe Nieper, Catchment Coordinator
Authoriser	Michael Beagle, Group Manager, Catchment Management
Public Excluded	No

Report Purpose

As per clause 1 of the Neils Beach Rating District Agreement, the Rating District Committee shall be formed immediately after each triennial election. The purpose of this report is to receive verbal nominations for, and elect, the Spokesperson, Deputy Spokesperson and committee members.

The Chairperson will call for the above nominations and seek a mover and seconder. West Coast Regional Council Standing Orders shall apply.

Recommendation

It is recommended that the Committee resolve to:

1. *Receive the report.*
2. *Appoint the following to the Neils Beach Rating District Committee:*
   a. *_____ as Spokesperson;*
   b. *_____as Deputy Spokesperson; and*
   c. *_____ as Committee Members.*

Attachments

Attachment 1: Neils Beach Rating District Current Committee Membership (extract).
Attachment 2: Neils Beach Rating District Current Terms of Reference.

Attachment 1: Neils Beach Rating District Current Committee Membership (extract).

Moved - J. Sutton / C. Hughes -carried.

ELECTION OF COMMITTEE

Moved: ***"That the committee, be namely:***
A. Piercy
J. Sutton
Craig Wing
Charlie Hughes
G. Dowie
A. Robson and
M. Petrie
remain as the committee for the 2025/2026 financial year."

Moved: ***"That J. Sutton is re-elected as Spokesperson and M. Petrie to be Deputy for the 2025-2026 financial year.***

All in favour.

CONFIRMED

THE WEST COAST
REGIONAL COUNCIL

Neils Beach Rating District Agreement

Proposed– April 2024

DOCUMENT CONTROL

Reason for Submission	Revision Number	Revision Date	Approval
New Document		02 April 2024	
Version 2	2	11 July 2024	D.L (revision of use of funds outside of scheduled maintenance works)
Version 3	3	11 October 2024	
Version 4	4	01 April 2024	To reflect AGM discussions on 28th January 2025

Rating District Committee Agreement

BACKGROUND

A. The WCRC is empowered by Section 126 of the Soil Conservation and Rivers Control Act 1941 to take such steps as are necessary for the prevention of damage by floods; and

B. Is empowered by the Local Government (Rating) Act 2002 to raise the funds necessary to carry out their respective function.

C. Any flood protection structure built because of this agreement is owned by the WCRC. The land the flood defense assets are on is under various ownership.

STRUCTURE AND OPERATION OF THE RATING DISTRICT (RD) COMMITTEE

1. Once each triennium immediately following the election of the West Coast Regional Council councilors the RD Committee shall be formed including the appointment of a spokesperson/chairperson, by the ratepayers within the district. The number of committee members representing the rating district shall be decided by the ratepayers within the district.

2. The quorum of the Committee members required for decision making and meetings shall be decided by the RD committee and confirmed during its formation triennially.

3. Meetings shall be held annually or as otherwise agreed by the Rating District Committee.

4. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the secretariat who is employed by the WCRC.

5. Minutes of all RD Committee meetings shall be provided to the next meeting of the RD.

TERMS OF REFERENCE & DELEGATIONS

6. Each year the RD committee shall consider any staff and/or expert reports and ascertain what work and budget requirements will be for the coming financial year to inform the WCRCs Annual Plan and Long-Term Plans.

7. The RD Committee shall not have any funding or rate-setting authority. The RD advises the WCRC on this matter at annual meetings.

8. WCRC as the Rating Body for the Rating District is the final decision maker on the annual work plan and setting the appropriate rate to fund the agreed works.

9. The RD committee must formally decide on whether they are a maintenance scheme, a capital scheme or both. This can be changed at any time with written consent of both parties.

10. The RD committee agrees to a quorum of 4 members to endorse the use of RD funds, via email communication.

11. For significant decisions such as major scheme capital upgrades or major maintenance and associated expenditure, dissolving the scheme, rating classification reviews etc., the spokesperson, committee or WCRC can call for a full voting procedure of all scheme ratepayers. A majority vote is set at a minimum of 75% of scheme ratepayers that have voted.

12. <Note 75% can be altered to a different majority percentage by each scheme but must be documented in the terms of reference>.

13. The WCRC shall administer an asset management system for all assets in the scheme and take this to the committee annually starting the 2025/2026 FY.

14. Any resource consents required for the scheme will be applied for, held and maintained by the WCRC, including adhering to conditions.

15. The RD committee's role is to review the annual work plan provided to it by the WCRC, receive and consider any independent expert advice, and make informed recommendations to WCRC for the final decision. The Committee may also make recommendations to the WCRC regarding:

    - Commissioning independent expert reports; and
    - Undertaking public consultation on rating classification classes, major capital works and other areas of significant public interest.

    WCRC will consider any recommendations of the RD committee in making any decisions on the above.

16. The WCRC has constituted a "Rating District" for the scheme and reserves the right to raise such funds as it may need to carry out its functions.

Variation of this Agreement

17. This agreement may be amended at any time, at the request of either the WCRC or the rating district committee, but such amendment will only take effect once both have formally received and adopted those changes sought.

SIGNATURES

SIGNED by

RATING DISTRICT SPOKESPERSON

_____
by its authorised signatory

In the presence of:

_____
Witness signature

_____
Witness name

_____
Witness Occupation

_____
Witness Town of Residence

SIGNED by

WEST COAST REGIONAL COUNCIL CHAIRPERSON

_____
by its authorised signatory

In the presence of:

_____
Witness signature

_____
Witness name

_____
Witness Occupation

_____
Witness Town of Residence

REPORTS

6.1 (Report No. as per Index)	**Rating District Annual Asset Condition Report**
Author	Lillian Crozier, Asset Management Coordinator, Catchment Management
Authoriser	Michael Beagle, Group Manager, Catchment Management
Public Excluded	No

Report Purpose

To present the Neils Beach Rating District Annual Asset Condition Report summary pamphlet for the 2025-2026 financial year and provide members with an opportunity to discuss the condition of scheme assets and matters requiring follow-up.

Report Summary

The Annual Asset Condition Report Summary Pamphlet brings together recorded asset information, inspection findings, condition ratings and identified defects for the scheme.

The summary pamphlet explains the key findings in plain language to support discussion. The information helps identify matters for engineering assessment, further inspection, maintenance planning and improvements to asset records. Proposed works, costs and funding are considered through the separate Annual Works Report and financial reporting process.

Recommendation

It is recommended that Council/the Committee resolve to:

1. Receive the report.
2. Note the attached Annual Asset Condition Report summary pamphlet, including the findings and follow-up matters identified for the rating district.

Issues and Discussion

Background

West Coast Regional Council manages flood protection, drainage and erosion-control assets associated with its rating districts. Regular inspections and condition reporting help staff understand how these assets are performing and identify where further assessment or work may be required.

Current situation

Note: This report pamphlet is for information purposes only.

Considerations

Implications/risks

Condition and defect information supports prioritisation but must be considered alongside engineering judgement, the consequences of failure, scheme performance and available resources. A condition rating alone does not establish the level of protection provided. Follow-up may include further assessment, inspection, maintenance planning or correction of asset records. Any immediate safety or operational concerns should be addressed promptly through the appropriate Council processes.

Significance and Engagement Policy assessment

This paper presents information and does not seek approval for a change to levels of service, new expenditure or targeted rates. Any subsequent proposal arising from the findings will be assessed separately under Council's Significance and Engagement Policy, as appropriate.

There are no issues within this report which trigger matters in this Policy.

Mana whenua views

No specific mana whenua views are recorded in this cover paper. Any matters relevant to mana whenua identified through the attached report or subsequent proposals should be considered through the appropriate Council engagement processes.

Staff are not aware of any issues within this report which would impact mana whenua.

Views of affected parties

Rating district members are invited to provide local knowledge, raise concerns and discuss the findings and follow-up priorities. Relevant feedback will be recorded for staff consideration. Further engagement may be needed for any subsequent proposal affecting the scheme or its community.

Staff are not aware of any views of affected parties which impact on matters discussed in this Annual Asset Condition Report pamphlet.

Financial implications

Current budget

Receiving this report does not approve expenditure or alter the rating district's budget. Works, costs, rates and account balances are addressed through the separate Annual Works Report and financial reporting process.

Future implications

The findings may inform future maintenance, renewal or investigation requirements. Any proposed work will require engineering assessment, costing and consideration through the applicable planning, budget and approval processes.

Not applicable

Legal implications

No specific legal decision is sought through this information paper. Any subsequent works or changes to the scheme will be considered under the applicable Council processes and statutory requirements.

Not applicable

Attachments

Attachment: Neils Beach Rating District Summary Pamphlet – 2025-2026 FY

Thank you

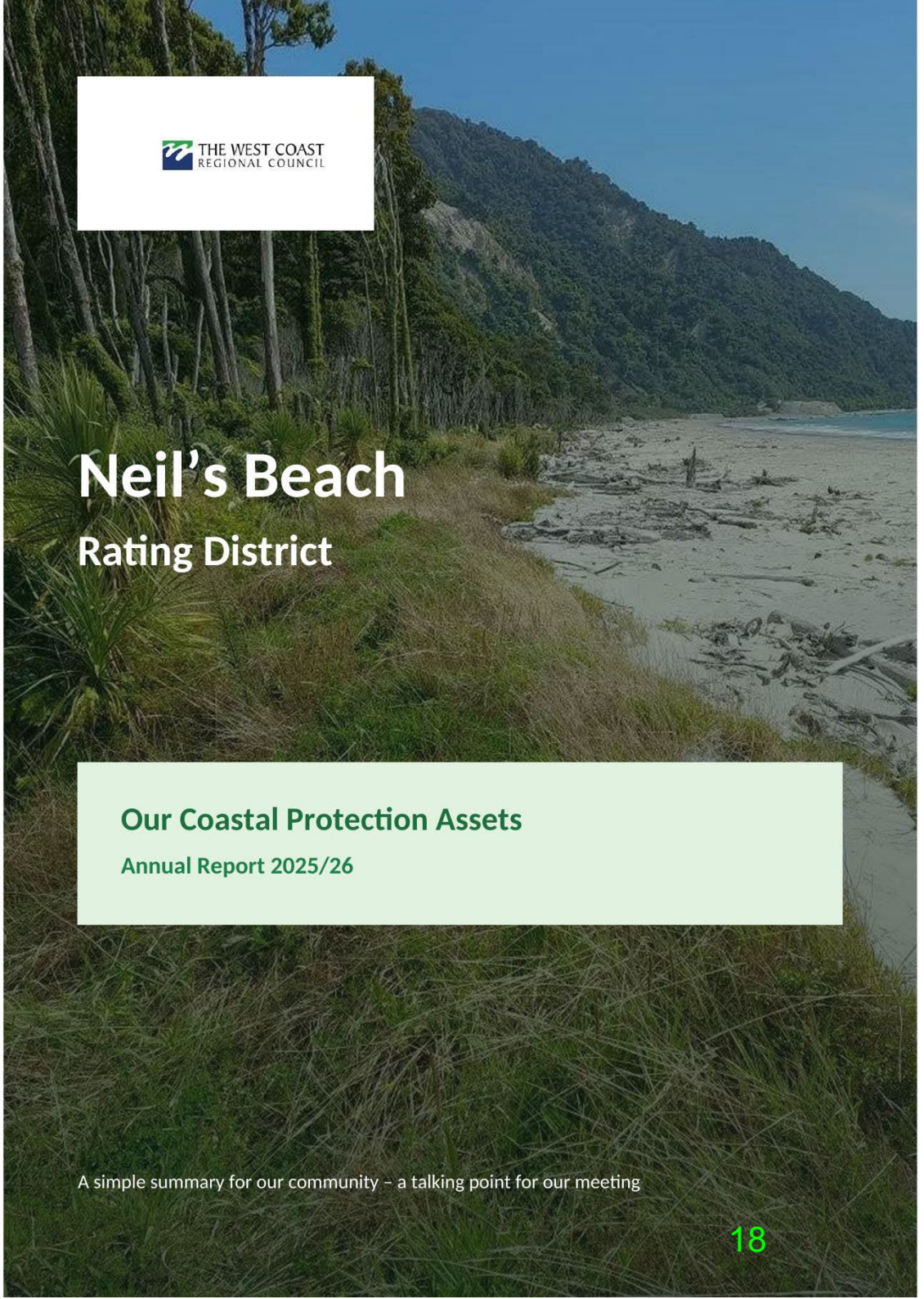
Thank you to Neil's Beach Rating District members and landowners for supporting inspections, maintenance and local knowledge of these coastal protection assets.

The key message

Neil's Beach has 5 assets – 2 bunds and 3 vegetation areas. Both bunds were graded Good on 25 March 2026, the same as in March 2025, and no defects are recorded. The three vegetation areas have no inspection recorded yet, so their condition is not known. Next: inspect the vegetation areas, keep the bund checks up to date and agree a practical maintenance programme with the Rating District.

THE WEST COAST REGIONAL COUNCIL

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THE WEST COAST REGIONAL COUNCIL

Neil's Beach

Rating District

Our Coastal Protection Assets

Annual Report 2025/26

A simple summary for our community – a talking point for our meeting

Welcome

This is a short summary of how the coastal protection at Neil's Beach is looking. It shows what we have, what condition it is in, what problems have been spotted and what might happen next. It is here to help us talk together.

What protects Neil's Beach?

The Neil's Beach Rating District covers a group of properties set back from the beach (see the map). The assets are **two bunds** – banks of earth fill along the beach edge – and **three small vegetation areas** on the beach. The Council's records describe each bund as about 2.5 m wide on top, 4 m wide at the base and 1.5 m high.

Our assets in numbers

The Council's asset system lists these assets for Neil's Beach. All of them are owned by the Council.

5	2	3
assets in total	bunds	vegetation areas

Where did the district come from?

The district's **Asset Management Plan (AMP) 2023–2026** (updated April 2024) says the **Neils Beach Rating District was formed in October 2016** to fund beach nourishment and coastal protection works, after ratepayers raised erosion concerns in early 2014.

The AMP describes one 120 m **sacrificial bund** made from local slip material, to help reduce the chance of waves washing over.

The goal: to provide engineering options to reduce the chances of wave overtopping and erosion continuing. The AMP does not set a target flood level or return period.

What happens next?

1. Check the three vegetation areas

Inspect them, record their condition, and confirm they belong in the register.

2. Keep checking the bunds

Plan the next bund checks once the inspection approach is confirmed. Tidy up the possible double entry from 25 March 2026.

3. Listen to local knowledge

Members tell us about any changes at the beach since March, and we write down any defects.

4. Tidy the records

Confirm the bund lengths and sizes, the vegetation areas, and the criticality scores.

5. Plan the work proposed

Put together a programme of works for maintenance and any defects found, which will be discussed and agreed with the Rating District.

6. Finish updating the Asset Management Plan

The Asset Management Plan (AMP) (2023–2026) is being reviewed and updated. It describes one 120 m bund and no vegetation areas, so check it against our records of two bunds and three vegetation areas.

Questions we'd love to talk about

- ? Is there anything you would like more detail on?
- ? Are there local issues we should know about alongside this information?
- ? Do the maintenance priorities make sense?
- ? What should we keep a close eye on?
- ? What would be useful to see in next year's report?

Where to find the rest

This booklet is about the **condition** of the assets and the **problems** that have been spotted.

The annual works report

Planned and proposed works, costs, rates and other money matters will be covered in the **annual works report**, which is written by the Area Engineers. It is a separate document, so none of those details are included here.

How the two fit together

This booklet: what we have, what condition it is in, what problems have been spotted and what we might look at next.

Annual works report: what work is planned and what it involves.

Your notes from the meeting

Where are our assets?



Map of the Neil's Beach scheme, as supplied. The dark red line is the bund, the three green squares are the vegetation areas, and the shaded area is the rating district.

How we keep an eye on them

Area Engineers carry out regular checks of the Neil's Beach assets, and extra checks can be done after significant weather events. At each check the Area Engineer gives the asset a **condition score** and records any **defects** (problems). The results are recorded in the asset system and followed up with the Rating District. How often each asset should be checked – including whether more critical assets are checked more often – is being confirmed across all of the Council's schemes.

What are these things?

Bund – an engineered bank of earth fill along the beach edge that helps protect the land behind it from waves.

Vegetation area – a patch of plants on the beach that is listed as one of the Council's protection assets.

How to read the results

Condition (0 to 5)

How worn or damaged an asset looks. **1 = Very Good**, 2 = Good, 3 = Fair, 4 = Poor, **5 = Very Poor** (failed, or about to fail). A **0 means "unable to inspect"** – we could not do a proper check. That is not the same as poor.

Defect and severity

A **defect** is a problem an Area Engineer has spotted, like a crack in a path. **Severity** says how serious it looks, from 0 to 5 (2 = Minor, 3 = Moderate, 4 = High, 5 = Severe). A defect is a flag to look closer – it does not mean the asset has failed.

Criticality (1 to 5)

How much it would matter if this asset failed. A higher number means bigger consequences.

Risk score = severity × criticality

To decide what to look at first, we multiply how serious the defect is (1–5) by how critical the asset is (1–5). That gives a score from 1 to 25, which sits in one of five groups: **Very Low, Low, Medium, High, Very High**.

Together, condition, severity and criticality help us decide what to look at first. Engineering judgement is used alongside the numbers.

The same approach across New Zealand

The asset management system and condition assessment approach used here is **prescribed nationally** across New Zealand for all flood schemes administered by regional councils. The Council's auditor, on behalf of the Auditor-General, also requires this system to be in place, with evidence that it is being applied.

What do they look like?

Example 1 – Bund NLB-00700S-BND01 Good (2) · checked 25 March 2026



Type: Regular/Planned | 2 - Good

Inspection Details

Asset Code	NLB-00700S-BND01
Asset Type	Bund
Asset Rating District	Neils Beach
Inspection Type	Regular/Planned
Inspection Asset Condition	2 - Good
Inspection Condition Reason	Sound condition no erosion
Inspection Notes	Good vegetation cover
Inspection Date Time	25/03/2026, 11:14 am

In plain English: the Area Engineer graded this bund **Good** and wrote "sound condition no erosion" and "good vegetation cover".

Example 2 – the same bund a year earlier Good (2) · checked 7 March 2025



Inspection Details

Asset Code	NLB-00700S-BND01
Asset Type	Bund
Asset Rating District	Neils Beach
Inspection Type	Regular/Planned
Inspection Asset Condition	2 - Good
Inspection Condition Reason	2.5 w on top, about 4m wide at base and 1.5 high. Consists of fill. Mixed rock, dirt and slip material of differing sizes.
Inspection Notes	Bund in good condition with sand aggrading on seaward side

In plain English: also graded **Good**, with a note that sand was building up on the seaward side.

Why show these? A photo next to the record helps everyone see what the Area Engineer saw. These two are of the same bund a year apart, though the camera position may not be exactly the same.

The full report also shows the second bund (NLB-00000S-BND01) and the scheme map.

Which problems come first?

We multiply **how serious a defect is** by **how critical the asset is**. Every Neil's Beach asset is recorded as **criticality 4**.

What this means today

Because **no defects are recorded**, there are **no risk scores** to show, and we have not drawn a risk chart. We don't want to show a picture that isn't backed by data.

If a defect were found

For example only – this is not Neil's Beach data. A defect on a criticality 4 asset would score:

4	8	12	16	20
severity 1Very Low	severity 2Low	severity 3Medium	severity 4High	severity 5Very High

Very Low 1–4, Low 5–9, Medium 10–14, High 15–19, Very High 20–25.

Something to check

Because all five assets share the same criticality, severity alone would decide the order of any future defects. We will check whether the vegetation areas should have the same score as the bunds.

How are the assets doing?

The Council's asset system shows the **latest condition** for **2 assets** at Neil's Beach – the two bunds. Here is what our Area Engineer found:

0 – UNABLE TO INSPECT	1 – VERY GOOD	2 – GOOD	3 – FAIR	4 – POOR	5 – VERY POOR
0 0%	0 0%	2 100%	0 0%	0 0%	0 0%

What this means

Both bunds are Good – sound, with only minor wear if any. They were checked on **25 March 2026**. The Area Engineer wrote "sound condition, no erosion" and "good vegetation cover". In March 2025 both were also graded Good, so no change is recorded.

What we don't know yet

The **three vegetation areas** have no check recorded yet, so we have no condition for them. That is 3 of our 5 assets. A missing score does not mean a problem – it means a check has not been recorded yet.

Good to know

Both results are inside the financial year (1 July 2025 to 30 June 2026), so this is a clear picture for 2025/26 for the bunds.

When were the assets checked?

When were checks done? (number of records)



Dates are in New Zealand time. The financial year ending 2026 runs from 1 July 2025 to 30 June 2026.

What this tells us

Both bunds were checked in **March 2025** and again on **25 March 2026**, which is inside 2025/26. At 30 September 2026 both had been checked within the previous 12 months..

The three vegetation areas

No check is recorded for **any** of the three vegetation areas. That means 3 of our 5 assets (60%) have no inspection recorded yet.

A small records point

One bund has two "Good" check records ten minutes apart on 25 March 2026. It may be a double entry. It doesn't change the result, but we will tidy it up.

Proposed next step

Inspect the vegetation areas and record their condition, and keep checking the bunds.

Problems spotted

0

defects recorded

No problems (defects) are recorded for Neil's Beach in the Council's asset system. Nothing is logged, in progress, resolved or cancelled.

What this means

At the checks on 25 March 2026, the Area Engineer did not see anything that needed to be written up as a defect on either bund. Notes record **good vegetation cover** and **no erosion**. A March 2025 note records **sand building up on the seaward side** of one bund.

Please keep in mind

"No defects" only covers the **two bunds**. The three vegetation areas have not been checked, so we can't say yet whether they have any problems.

Your local knowledge matters

The Area Engineer sees the beach on check days. If you have noticed changes at the beach since March, such as erosion, damage or a build-up of sand, please tell us so it can be looked at and written down.

Notes from the meeting

6.2	**Flood, Coastal and Drainage Schemes Review – Update Report to Rating Districts**
Author	Darryl Lew, Chief Executive
Authorizer	Darryl Lew, Chief Executive
Public Excluded	No

Report Purpose

To seek Committee approval for a report to be provided to all rating districts at their respective annual meetings, updating them on Council's review of the flood and coastal protection and land drainage schemes and preparation of the draft 2027-37 Long Term Plan.

Report Summary

Council will shortly commence the next round of annual meetings with rating districts to discuss scheme activity. It is proposed that the meetings are provided with an update on the scheme review and the preparation of the draft 2027-37 Long Term Plan. A paper has been prepared for that purpose, for approval by the Committee.

Recommendations

It is recommended that the Operations Committee resolve to:

1. *Receive the report.*
2. *Approve the attached report being provided to all of the rating districts at their respective annual meetings and to landholders seeking an update on the scheme review.*
3. *Authorise the Chief Executive making changes to the attached report of a minor or editorial nature.*

Background

Council will shortly commence the next round of annual meetings with rating districts to discuss scheme activity. It is proposed that the meetings are provided with an update on the scheme review and the preparation of the draft 2027-37 Long Term Plan.

Discussion

A paper has been prepared for the purposes of updating the rating districts on progress with the scheme review and preparation of the draft 2027-37 Long Term

Plan. It is proposed that the paper is part of a formal agenda item on these matters. The proposed paper is attached, for approval by the Committee.

Considerations

Implications/Risks

The proposed paper helps reduce communications risks by providing a formal report to all rating district meetings.

Significance and Engagement Policy Assessment

This matter does not trigger Council's Significance and Engagement Policy.

Mana whenua views

Mana whenua views have not been sought.

Views of affected parties

Views have not been sought but an update paper is likely to be supported by rating district landholders.

Financial implications

There are no direct financial implications.

Legal implications

The proposed paper helps Council fulfil its consultation and engagement obligations.

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6.2	**Flood, Coastal and Drainage Schemes Review – Engagement and Public Consultation Update**
Author	Darryl Lew, Chief executive
Authorizer	Darryl Lew, Chief Executive
Public Excluded	No

Report Purpose

To update the rating district on Council's review of the region's flood and coastal protection and land drainage schemes and to describe how rating district members will have input to that review.

Report Summary

The West Coast has a relatively large number of schemes and rating districts. Many of the schemes have a small number of rateable properties. The way the schemes are presently arranged may not be the most effective or efficient way of doing things.

Council requested and approved a review of flood and coastal protection and drainage schemes during preparation of the 2024-34 Long Term Plan. All 23 schemes are within the scope of the review. The review is being undertaken in conjunction with preparation of the 2027-37 Long Term Plan. Some of the review matters are to be incorporated into formal consultation topics, referred to as "significant change proposals". The topics and the exact wording of the topics is yet to be decided by Council but the draft topics and their wording are presently:

1. How Council will manage its coastal, flood and drainage schemes.
2. How Council will fund the schemes (rating model).

Rating district input to this process is important. In October/November 2026 Council will engage with rating districts via rating district spokespeople to seek input on the two topics. Council will use that feedback to develop options to be publicly consulted on in March/April 2027. All landholders will be able to make submissions on those options and to speak to their submission at a Council hearing if they wish to do so.

Decisions on which options to implement, including the option of leaving things the way they currently are (i.e. the status quo), would be made as part of decision-making by the full Council on the 2027-37 Long Term Plan and after the Councillors

have received and considered public submissions. Any changes to schemes and how they are funded would be gradually implemented over the next three years.

Recommendations

It is recommended that the Rating District Committee resolve to:

1. *Receive the report.*
2. *Note the Terms of Reference for the review of flood and coastal protection and drainage schemes, approved by the Operations Committee on 16 September 2025.*
3. *Note that the review of flood and coastal protection and drainage schemes is underway, in accordance with the approved Terms of Reference.*
4. *Note the two draft significant change proposals (consultation topics) that Council is developing as part of preparing the Draft 2027-37 Long Term Plan.*
5. *Note that engagement with rating district spokespeople seeking their input to development of options for the two draft significant change proposals will occur in October/November 2026.*
6. *Note that public consultation on the options for the two significant change proposals will occur in March/April 2027.*

Background

The West Coast has a relatively large number of schemes and rating districts (Figure 1). Many of the schemes have a small number of rateable properties (Figure 2).



Figure 1 – Flood and coastal protection schemes and land drainage schemes (2024-34 Long Term Plan, West Coast Regional Council)



Figure 2 – Number of rateable properties within each flood and coastal protection and land drainage scheme

This arrangement of schemes enables Council to target flood, erosion and drainage works and services to specific parts of the region but is administratively complex and time consuming for councillors and staff. The lack of overarching principles has led to a variety of approaches to funding which no longer reflect the benefits or beneficiaries of the districts. Although each rating district has terms of reference, there is lack of clarity about the respective roles and responsibilities of landholders (the "rating district") and Council, especially for setting levels of service, and directing works programmes which are typically reactive and do not take a long-term view. For some rating districts it may be more efficient and effective for the community to take ownership and control, as has occurred at Raft Creek, or for Council to disband a scheme.

In response to these issues, Council requested and approved a review of flood and coastal protection and drainage schemes during preparation of the 2024-34 Long Term Plan. A key objective is to ensure Council is maximising expenditure of the rateable income from each scheme on actual physical works to maintain the schemes whilst minimising the costs of administering the schemes.

Terms of Reference for the review were approved by the Operations Committee on 16 September 2025. The review is underway with the matters being reviewed listed in Appendix 1. All 23 schemes are within the scope of the review (Figure 1).

The current government is reorganising local government with the intention of abolishing regional councils by October 2028. Councillors consider it important to review the schemes and leave things well-placed for the entity or entities that will assume responsibility for the schemes. That new entity or entities may not have the same degree of governance or staff knowledge about flood hazards and flood schemes on the West Coast hence the desire to undertake the review now and enable a seamless transition to the new local government arrangements.

Discussion

Engagement

The review is being undertaken in conjunction with preparation of the 2027-37 Long Term Plan. Government proposals to reorganise local government across New Zealand have not changed the legal requirement for WCRC to prepare and adopt a Long-term Plan for 2027-37 by 30 June 2027. Council is using this requirement to formally progress some of the matters listed in Appendix 1 as part of formal consultation topics on the Draft 2027-37 Long Term Plan. These topics are referred to as "significant change proposals". The topics and exact wording of the topics is yet to be decided by Council but the topics and their draft wording are presently:

1. How Council will manage its coastal, flood and drainage schemes.
2. How Council will fund the schemes (rating model).

Some of the matters listed in Appendix 1 are operational and are being progressed as part of routine work programmes or through direct engagement with some individual rating districts on matters specific to their rating district. Some of the matters are the subject of separate papers to rating district meetings.

In October/November 2026 Council will engage with rating districts via rating district spokespeople to seek their input on the two topics. During that engagement information on the potential scheme amalgamation scenarios will be shared to support rating district discussion, and opinion sought on whether any schemes could potentially be transferred or disbanded. Council will also seek rating district input on possible approaches to how schemes could be funded.

Council will use feedback on the two topics to develop options that will be publicly consulted on in March/April 2027. All landholders will be able to make submissions on those options and to speak to their submission at a Council hearing should they wish. Councillors will consider submissions received and the full Council will make decisions in May/June 2027 as part of their decision-making on the 2027-37 Long Term Plan.

Implementation of any changes to schemes and how they are funded would be gradually implemented over the next three years. In the meantime, Council may make changes of an operational nature that do not require formal consultation through the 2027-37 Long Term Plan. Some of those proposed changes are described in other papers on this meeting agenda.

The two proposed consultation topics are discussed in more detail below, noting that the topics are yet to be finalised and approved by Council.

Managing schemes

The terms of reference for the review include the following:

1. The geographic boundaries of the rating districts and the opportunity to rationalise and amalgamate some districts.
2. The identification of which schemes or rating districts have sizable assets and need to be managed as systems, and those too small to be regarded as a system.

These matters arise because, as noted above, WCRC has a relatively large number of schemes, and many with few rateable properties (Figures 1 & 2). The issue is whether the arrangement is effective and efficient enough to justify continuing with the current arrangement. If the current situation with any scheme is not effective or efficient then the options are to transfer the scheme to the community, amalgamate it with one or more other schemes or disband it.

Currently, only West Coast rivers within scheme areas are managed through WCRC assets and works. Those works include maintaining and upgrading scheme assets as well as managing river channels through gravel management and vegetation control. The boundaries of scheme areas have been determined by the Westland Catchment Board and WCRC. Although there is a legislative process to follow to change the boundaries the boundaries themselves are not specified in legislation. WCRC may change the boundaries if it wishes to do so, provided it follows the correct process.

The terms of reference for the rating district are presented in Appendix 2. The terms of reference for all rating districts state:
"*For significant decisions such as major scheme capital upgrades or maintenance and associated expenditure, dissolving the scheme, rating classification reviews etc., the spokesperson, committee or WCRC can call for a full voting procedure of all scheme ratepayers. A majority vote is set at a minimum of 75% of scheme ratepayers that have voted.*"

The requirement referred to above for a minimum of 75% of scheme ratepayers relates to a recommendation to Council, and is not a referendum nor is it binding on Council. The decision on whether to leave things as-is or to make changes is a decision for Council to make.

To enable potential scheme rearrangement scenarios to be developed it is necessary to have some criteria on the characteristics of schemes that would make the scheme a potential candidate for transfer or amalgamation or being disbanded. The following criteria have been approved by Council for that purpose :

1. Whether there is community appetite or interest in a scheme being transferred, amalgamated or disbanded.
2. Whether schemes are within the same catchment.
3. Whether there is a transfer of effects and/or benefits between schemes.
4. Whether a scheme provides benefit to an area larger than the rating district area.
5. Whether there are fewer than 10 rateable properties or fewer than 10 people or entities owing rateable properties.
6. Whether WCRC has formally planned and rated for future enhancement works within a scheme.
7. The scale and complexity of the scheme assets.
8. The condition and criticality of the scheme assets.
9. The size of the scheme reserve balance.

It is important to note these are simply criteria for helping identify potential scenarios that will be part of engagement with rating district spokespeople. The engagement will then inform the development of options. Decisions about which options to implement, including the option of leaving things the way they currently are (i.e. the status quo), would be made as part of decision-making on the 2027-37 Long-term Plan, in June 2027, and after the full Council has received and considered public submissions.

Funding schemes

The terms of reference for the review include reviewing the targeted rating system for schemes based on benefit classes (Matter #18 listed in Appendix 1). All rating districts are targeted rate-funded, with the rating boundary matching the rating district boundary. The variety of approaches used to determine the targeted rate creates administrative complexity and the possibility of error in rates collection, such as undercharging or overcharging. This is exacerbated by the relatively large number of rating districts.

It is noted that approximately only 50% of the schemes are being fully funded through the targeted rate and there is a substantial amount of scheme activity funded by the general rate. This is inconsistent with the 100% targeted rate funding statement in the Revenue and Funding Policy formally consulted on by Council during preparation of the current Long Term Plan and adopted in 2024. This matter is discussed in more detail in a companion paper.

Some of the pros and cons of three of the many potential approaches available for rating schemes, are presented in Table 1, for information. These are not recommendations or framed as options for public consultation but are simply intended to show the approaches have trade-offs. They will be used to support engagement with rating district spokespeople in October/November 2026 and the subsequent development of options for public consultation.

Decisions on which options to implement, including the option of leaving things the way they currently are (i.e. the status quo), would be made by the full Council as part of decision-making on the 2027-37 Long-term Plan after they have received and considered public submissions. As noted above, implementation of any changes to schemes and how they are funded would be gradually implemented over the next three years.

Current Approach		Alternative 1 (of many)		Alternative 2 (of many)	
Differential rating for targeted rate within schemes - Multiple benefit classes within each scheme area, based on relative flood and coastal protection, erosion control and land drainage benefits. - no region-wide (i.e. regional) component.		**Nil or limited differential rating for targeted rate within schemes** - Rating for each scheme continues to be confined to each scheme area i.e. boundaries of rated areas do not change. - no region-wide (i.e. regional) component. - Current multiple classes are reduced to one or two within each scheme area i.e. elimination or simplification of differentials within each scheme.		**District-wide and region-wide rating split** - All rateable properties within region are rated regardless of whether they are within a scheme area. -Rating for each scheme covers the whole District the scheme lies within (e.g. 50%) along with a region-wide (i.e. regional) component (e.g. 50%). - Elimination of differentials (classes) within each scheme.	
Pros	Cons	Pros	Cons	Pros	Cons
Equity : those receiving higher protection pay more	Complexity: rates process and calculation more involved	Simplicity: relatively easy to administer	Equity: benefit relative to cost can vary significantly between ratepayers	Equity: accounts for indirect benefits and non-rateable properties	Accountability: more difficult to match rates paid and benefits received between schemes, and allocation between schemes
Transparency: clearer connection between rates paid and benefit received	Information: requires robust technical information and detailed technical analysis	Consistency: less sensitive to changes in flood hazard over time and to new technical information	Communication: more difficult to explain connection between rates paid and benefit received	Simplicity: easier to account for indirect benefits of multiple schemes across a wider area	Value: indirect benefit and the value of services provided are less clear and less tangible for some properties
Incentives: promotes risk reduction by individuals	Relevance: sensitive to changes in flood hazard over time and to new information	Standardisation: better enables the same approach between schemes	Risks: potentially encourages higher-value activity within flood hazard areas	Services: enables provision of District-wide river management	Demand: Potentially increases demand for protection works outside current scheme areas

Table 1 – Examples of pros and cons of some alternative approaches to rating for flood and coastal protection, erosion control and land drainage

Appendix 1

The matters within the scope of the review are as follows.

1. How to take a long-term view of flood risk and erosion management, including planning for adaptation to future climate change.
2. Systematic monitoring and reporting of the levels of service being provided and residual risk.
3. Decision-making processes and the apportionment of liability for decisions made.

4. The Terms of Reference for each rating district including the respective roles and responsibilities of WCRC, ratepayers, territorial authorities and network utility operators (New Zealand Transport Agency Waka Kotahi, KiwiRail, West Power).
5. The geographic boundaries of the rating districts and the opportunity to rationalise and amalgamate some districts.
6. Whether any rating districts should be extended to enable a whole-of-catchment approach and to incorporate broader catchment management activities.
7. The identification of which schemes or rating districts have sizable assets and need to be managed as systems, and those too small to be regarded as a system.
8. Whether the Wanganui scheme should continue to be defined as a maintenance scheme rather than a capital and maintenance scheme.
9. The interface between urban stormwater systems managed by the territorial authorities and the flood protection and land drainage schemes managed by WCRC.
10. Establishing a coherent asset and infrastructure plan framework (i.e. Infrastructure Strategy, Strategic Asset Management Plan, Asset Management Plans for individual schemes).
11. Resourcing requirements for servicing the current and future number of rating districts, especially the annual rating district meetings.
12. Improving responsiveness of WCRC and network utility operators NZTA Waka Kotahi, KiwiRail, West Power) to urgent maintenance and preventative actions such as riverbank erosion.
13. Confirmation of the operational activities required for effective management of a scheme (additional to maintenance activity).
14. Insurance arrangements.
15. The methodology for calculating the prudent reserve for each scheme.
16. Options for methods of engaging with landholders and ratepayers within rating district areas including alternatives to the annual rating district meetings.
17. How to best administer joint committee schemes on an operational basis.
18. Reviewing the targeted rating system for schemes based on benefit classes.
19. Mapping all WCRC assets and verifying ownership.
20. Potential approaches to managing the risk of a catastrophic event destroying scheme assets beyond local capacity to fund repairs.

Appendix 2

Rating District Terms of Reference

6.3	**Neils Beach Rating District Annual Works Report**
Author	Wayne Spencer, Area Engineer
Authoriser	Michael Beagle, Group Manager, Catchment Management
Public Excluded	No

Report Purpose

This report outlines a summary of work undertaken as part of the Neils Beach Rating Districts annual works program for the 2025/2026 financial year (FY) including any maintenance, capital works and surveys undertaken. Additionally, this report details scheduled work for the 2026/2027 FY and proposes work required for the 2027/2028 FY which includes consultation of the 2027/2028 maintenance rate, insurance premiums and engineer cost recovery.

Recommendation

It is recommended that the Committee resolve to:

1. *Receive the report.*
2. *Endorse the proposed maintenance rates strike of $xxx for the 2027-2028 FY.*

Attachments

Attachment 1: Neils Beach Rating District Annual Works Report

West Coast Regional Council –Neils Beach Rating District

2026 Annual Works Report on Rating District Assets

1. Executive summary

This report provides a summary of work undertaken as part of the Neils Beach Rating District's annual works programme for the 2025/2026 financial year (FY), including maintenance, capital works and surveys. It also details scheduled work for the 2026/2027 FY and proposes work for the 2027/2028 FY, including consultation on the 2027/2028 maintenance rate, insurance premiums and engineer cost recovery.



Figure 1: Neils Beach Bund

2. Maintenance works summary 2025/2026

No works carried out	$0.00
Total:	**$0.00**

3. Maintenance works carried out during this financial year to date

No work undertaken to date	$0.0
Total	**$0.0**

4. Scheduled maintenance 2026/2027

Proactive maintenance	$0.00
Reactive maintenance	$5,000
Contribution to Prudent Reserve	$0.00

Total	**$ 5,000**

5. Neils Beach Rating District financial balance

The balance in the rating district account at the beginning of the 2025 / 2026 financial year was approximately $45,200

This target balance for the 'prudent reserve' for this rating district is $30,000 and this is currently available.

This prudent reserve is immediately accessible for urgent emergency works that may be required following a major flood event.

It is likely the current reserve may only cover a portion of the actual cost of the potential damage that could occur.

6. Proposed rates for the 2027 / 2028 financial year

Rates Maintenance	$5,000
Engineers Cost Recovery	$2,000
Infrastructure Insurance	$0
Total:	**$7,000**

Council recommends a total rate strike of $7,000 excluding GST.

7. General Business.

Financial Health

The Rating District is in good financial health with reserves now totalling almost $45,200, well in excess of the $30,000 recommended targeted value. This has been achieved largely through the need for no maintenance over the past few years.

Drone Survey

A LIDAR drone survey of Neils Beach was completed in 2025 and tied into the local survey datum. Information from this survey will become the benchmark for future surveys allowing engineers to monitor the aggradation/degradation trends of sand volumes in front of the beach protection bund. It is intended to undertake these surveys on a biennial basis with the next due in 2027

Asset Inspections

Engineering staff are undertaking regular inspection and condition gradings of flood protection assets in the district. Information collected from this survey is now being analyzed and collated against criticality criteria to develop future work programming requirements. Funding for much of this work will be in addition to the normal annual maintenance activities. Area Engineers will develop some funding options for future community discussions.

REPORTS

6.4 (Report No. as per Index) Author	**Neils Beach Rating District**
Authoriser	Tracy Fitzgerald, Senior Management Accountant Colin Weeks, Group Manager Corporate Services, CFO
Public Excluded	No

Report Purpose

The purpose of this report is to present the Neils Beach Rating District with the Financial Accounts for 12 months to 30 June 2026.

Report Summary

Neils Beach Financials shows total revenue of $8,860.77 less expenses of $627.36. This resulted in increasing the prudent reserve from $36,960.08 to $45,193.49. The targeted prudent reserve is $30,000.00. There is a surplus between targeted and actual reserves of $15,193.49.

Recommendation

It is recommended that the Committee resolve to:

1. *Receive the report.*
2. *Accept the Financial Accounts for the 2025/26 financial year*

Attachments

Attachment 1: Neils Beach Rating District Financial Accounts for 12 months to 30 June 2026.

West Coast Regional Council
Neils Beach District Financial Accounts
For the 12 Months to 30 June 2026

	2025/26 YTD	2025/26 BUDGET	2024/25 YTD
OPENING RESERVES BALANCE 1 JULY 2025	**36,960.08**	-	30,733.27
2021/22 Internal Interest transferred to Hokitika Loan RD		-	529.97
OPENING RESERVES BALANCE 1 JULY 2025	**36,960.08**	**-**	**31,263.24**
REVENUE			
Contributions - Agreed works	-	-	-
Internal Interest Earned / (Paid)	1,650.32	-	842.26
Rates	7,210.45	7,220.40	5,261.76
TOTAL REVENUE	**8,860.77**	**7,220.40**	**6,104.02**
EXPENDITURE			
Advertising	-	-	67.20
Contractors	-	4,770.00	-
Other Sundry Expenditure	-	-	78.00
Resource Consents	-	2,136.00	-
Staff Time	627.36	314.40	261.98
TOTAL EXPENDITURE	**627.36**	**7,220.40**	**407.18**
NET SURPLUS/(DEFICIT)	**8,233.41**	**-**	**5,696.84**
CLOSING RESERVES AS AT 30 JUNE 2026	**45,193.49**	-	**36,960.08**

TB Fitzgerald.

Senior Management Accountant
14 September 2026