WEST COAST
REGIONAL COUNCIL

WEST COAST REGIONAL COUNCIL
MEETING OF THE PUNAKAIKI RATING DISTRICT
ON
Tuesday, 24th November 2026
4.00 PM
Via Zoom Meeting

AGENDA

1. **Welcome**
2. **Apologies**
3. **Minutes of last meeting** 1-12
4. **Matters Arising/Actions** 13-14
5. **Election of the Committee** 15-16
6. **Signing of the Rating District Terms of Reference (if applicable)** 17-21
7. **Reports**

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7.2 Flood, Coastal and Drainage Schemes Review – Engagement and Public Consultation Update 31-42

7.3 Annual Works Report 43-48

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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 17th November 2026**.**

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

Item 3	**Punakaiki Rating District Meeting Minutes – 19th February 2026**
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 Punakaiki Rating District Meeting of 19th February 2026

Recommendation

It is recommended that Council/the Committee resolve to:

1. *Confirm that the minutes of the Punakaiki Rating District Meeting held on 19th February 2026 are a true and correct record.*

Attachments

Attachment 1: Minutes of the Punakaiki Rating District Meeting held on 19th February 2026

WEST COAST
REGIONAL COUNCIL

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PUNAKAIKI RATING DISTRICT HELD AT THE HADDOCK RESIDENCE ON 19TH February 2026, COMMENCING AT 6:00 PM.

PRESENT (Rating District Members)

S. Casey, C. Findlay, Cr P. Haddock, H. Haddock, J. Costello, M. Costello, G. Pulman, J. Harrison, M. Tuwai.

IN ATTENDANCE (Staff)

Cr C Coll (Councillors)
W. Spencer, L. Crozier, T. Wyndlam-Smith (Staff)

APOLOGIES

P. Birchfield.
T. Findlay
D. Findlay
Cr M. MacIntyre.

***Movers**–P. Haddock/C. Findlay- Carried*

WELCOME AND MINUTES OF THE LAST MEETING

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

Moved: ☒ *"That the minutes of the previous Annual Meeting held on the 12th of December 2024, be adopted as a true and correct record of that meeting."*

***Movers**–C. Findlay/P. Haddock- Carried*

MATTERS ARISING

K. Smith raised a formal point of order regarding procedural compliance with meeting notification requirements. He expressed concern that the meeting documents, including the minutes, were received only two days prior to the meeting date.

The meeting organisers indicated they believed the documents had been sent out approximately 10 days prior to the meeting. Due to emails sometimes ending up in

quarantine, L. Crozier in future will use the read receipt function and phone those who have not responded to ensure everyone receives their agenda/reports on time.

There was confusion regarding the deadline for submitting additional agenda items, with reference to a date of 29th January 2025 this was a typo to be corrected to read 2026.

The discussion revealed that there are two separate accounts: the Punakaiki loan special rating (categories A, B, C, or D) and the Punakaiki Maintenance special rating district for seawall maintenance. K. Smith sought confirmation that funds cannot be shifted between these different rating purposes without proper authority.

S. Casey explained that the funds in question were specifically collected for loan repayment and remained in the loan reserves. He said WCRC GM Corporate Services Peter Miller's recommendation last year had been to use these accumulated funds to reduce the loan balance rather than letting them sit earning minimal interest while paying loan interest.

ELECTION OF OFFICERS

Moved: **"***That the committee for the 2026/2027 financial year now consists of".*

C. Findlay
H. Haddock
S. Casey
J. Harrison
G. Pulman
K. Smith

Moved: **"***That is C. Findlay is re-elected as Spokesperson, and P. Haddock as deputy Spokesperson for the 2026-2027 financial year."*

Movers *all in agreement - Carried.*

CATASTROPHE FUND

Council has requested that West Coast Mayors, Chairs and Iwi Forum are provided an outline of the formalised mechanism for the reinstatement of the West Coast Regional Council (WCRC) Catastrophe Fund.

The Catastrophe Fund is maintained at a base level of $1 million. At present the fund is 100% interest earning (i.e. held in cash equivalent investments). All interest earned is currently reinvested within the fund. The Catastrophe fund is managed by JB Were on Councils behalf and allows for instant access to funds should there be a need to do so following a catastrophic event.

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Mover-C Findlay/Cr P Haddock to
Receive the report.

FINANCIAL REPORT

The meeting commenced with discussion of the financial report, specifically focusing on the seawall loan account. Key points discussed included:

- Current loan balance stands at $32,919 as of 30 June 2025
- A payment of $39,895 was made during the previous financial year
- The loan is reducing by approximately $6,000 per year
- Previous GM Corporate Services Peter Miller had recommended using accumulated funds in the loan reserve to pay down the loan principal to avoid paying interest on funds earning minimal returns

K. Smith raised concerns about the authority to transfer funds between different rating categories, specifically questioning whether funds collected as a targeted rate for loan repayment could be used for maintenance purposes or vice versa. He emphasised the importance of transparency when dealing with public money and requested clarification on the accounting treatment.

***Movers**-P. Haddock/S. Casey - Carried.*

WORKS REPORT

W. Spencer presented the works report covering maintenance activities for the 2024-25 financial year:

Works Completed
- Primary maintenance work totalling $77,841 consisting of:
- Major rock replacement work: $72,498
- Top-up work: $5,343
- Beach survey work funded through gravel royalties (not charged to the scheme)
- NIWA consultancy for wave height modelling for potential seawall extension up the river.

W. Spencer reported that the seawall is in excellent condition, with future work expected to be more proactive rather than reactive. The focus will shift from replacing lost rock to preventive maintenance of existing structures.

- Current year budget allows for up to $80,000 for rock refurbishment
- Staff assessment indicates no urgent work required unless emergency situations arise

<u>Community Feedback</u>

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The RD provided positive feedback on the recent works, particularly praising the $5,343 top-up work that created an excellent walking surface along the seawall crest. They noted that the 30mm topping has created a high-quality amenity used by thousands of community members, not just rating district contributors.

They suggested that since the seawall serves as a community asset used by the broader public, consideration should be given to seeking contributions from the District Council for maintenance costs.

Timing Considerations

Discussion arose regarding the timing of works in relation to the financial year ending 30 June. S. Casey suggested that if no urgent work is required, delaying non-essential maintenance until after 30 June could allow reserves to build up further, providing more financial capacity for future major works.

The meeting noted that with only four months remaining in the current financial year and no urgent works identified, there may be merit in building reserves rather than spending the full budget allocation.

Reserve Management Strategy

P. Haddock raised important points about reserve management:

- Current reserves are approximately half of the recommended level
- Questions have been raised about whether the target reserve of $250,000 is adequate for major events

- Two approaches were discussed for building reserves:

1. Current method: unspent funds automatically go to reserves
2. Alternative method: allocate a set amount to reserves annually plus any unspent funds

The meeting discussed the importance of maintaining adequate reserves, with examples given of other rating districts that reduced their contributions only to face financial difficulties when emergency works were required.

S. Casey advocated for maintaining consistent annual contributions to ensure reserves remain healthy, noting that it's preferable to have funds available when needed rather than face large rate increases during emergencies.

Survey work was undertaken and paid from gravel royalties rather than scheme funds. The Moduwa NIWA study examined wave heights for potential seawall extension up the river.

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Engineering Team Lead W. Spencer spoke on behalf of Area Engineer P. Birchfield who indicated satisfaction with the current proactive approach to maintenance rather than reactive repairs. The seawall condition allows for planned maintenance rather than emergency responses to rock loss.

P. Haddock suggested a balanced approach where proactive work could be undertaken (such as $40,000 worth of rock placement) while still contributing $40,000 to reserves.

P. Haddock and W. Spencer noted that current reserves are approximately half the recommended level, with questions about whether $250,000 is sufficient for major events. They suggested two approaches for building reserves:

1. Allow unspent funds to accumulate naturally
2. Set aside a specific amount annually for reserves plus any unspent funds

S. Casey advocated for maintaining a single account structure to avoid complications, emphasising the importance of keeping reserves well-stocked rather than skipping rate payments, which has caused problems for other rating districts during emergency events.

The budget allocation for the current year allows up to $80,000 for rock refurbishment work.

Movers *Cr P. Haddock/S. Casey- Carried.*

RATES 2026/ 2027

W. Spencer advised that the balance of the rating district maintenance account at the beginning of the 2026-2027 financial year was likely to be $108,000.

He proposed rates strike of $100,364.20 which included $80,000.00 of rates maintenance, $4,352.20 of infrastructure insurance and $16,012.00 of Engineering Cost Recovery.

Moved: "*That rate strike for the Punakaiki Rating District is $100,364.20 Excl GST for the 2026-2027 financial year.*"

Movers*-. P. Haddock/G. Pulman to receive the report and endorse the recommended rates strike - Carried.*

Discussion included questions about whether this amount would remain fixed regardless of actual work undertaken, with confirmation that staff costs are largely fixed costs absorbed by the regional council, with rating districts currently paying only 30-40% of actual engineering time costs.

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NZTA Matters

Members discussed matters relating to NZTA infrastructure and erosion impacts.

Council staff to follow up NZTA invoices and outstanding matters for the 2025/2026 financial year.

INSURANCE UPDATE

Insurance and risk matters were noted.

Mover-*C Findlay/Cr P Haddock to receive the report.*

AMS OVERVIEW

WCRC has invested in an IT system, (GIS Enterprise Online), to manage flood, drainage, and erosion protection assets through a process that captures a defined set of engineering inspections, asset condition scores, and asset performance/criticality.

By engaging with this system, asset management is effective for direct stakeholders and internally for Long Term Plan, Annual Plan, Annual Report, valuation, insurance, and Audit NZ purposes. This could also provide greater opportunity for financial investment from our government with the detailed information easily obtained and Interpreted.

River Mouth Opening

Discussion was held regarding river mouth opening and whether this activity should be included within the Asset Management Plan (AMP).

Staff advised that river mouth openings are currently able to be undertaken as a permitted activity, although resource consent may be required in certain circumstances (e.g. biosecurity considerations). It was also noted that river mouth opening is not currently identified as a formal task or responsibility of the Rating District.

Members discussed the historical context and noted that river mouth opening has not been an issue in the past. The view was expressed that ongoing river protection and coastal management works are sufficient, and that natural processes have generally managed the river mouth effectively.

The Committee indicated a preference not to formalise river mouth opening within the AMP, noting that doing so could create unnecessary cost, responsibility, and expectation where no current problem exists. It was considered that there is no need to develop a formal plan at this stage.

Members agreed that, while no formal provision is required, it is important that flexibility remains to undertake river mouth opening if required in response to a significant event.

Outcome:

The Committee supported retaining the current approach, whereby river mouth opening

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remains outside the AMP, is not treated as a routine or planned activity, and is only undertaken if and when circumstances require.

***Mover**-G Pulman/S Casey to receive the report.*

RATING DISTRICT REVIEW

Council is reviewing all 19 flood and drainage rating districts, excluding the four Joint Committees, with the review to be completed by 30 June 2026. The review will clarify roles, responsibilities, funding approaches, and levels of service, while considering efficiency and long-term planning. Any changes would occur after the review, may be staged, and will include public consultation as required, with a communications and engagement plan to be prepared for Council approval.

***Mover**-G Pulman/Cr P Haddock to receive the report.*

FLOOD BANK CONSTRUCTION AND MATERIAL STANDARDS

Stopbanks protect communities from flooding, and their performance depends on using suitable materials that prevent water seepage and internal erosion. Contract and design documents ensure proposed materials meet compaction, performance, and safety standards, with alternatives considered if necessary. Where standard materials are unavailable, options such as mixing materials, importing higher-quality fill, or including drainage layers may be used to maintain safety and durability. Designs follow recognised national and international guidelines, and any deviation from accepted standards carries legal, financial, and safety risks. Engineering staff continue to balance risk, practicality, and affordability when advising on stopbank construction.

***Mover**-C Findlay/Cr P Haddock to receive the report.*

CAPEX AND OPEX GUIDE

The purpose of this report is to provide the Committee with a copy of the WCRC Quick Guide to Capital Expenditure (Capex) Classification for information purposes. The WCRC Quick Guide to Capital Expenditure (Capex) Classification has been developed to assist ratepayers, rating district committee members and Council staff determine when expenditure should be treated as either Capital (Capex) or Operating Expenditure (Opex).

Mover-C Findlay/Cr P Haddock to *receive the report.*

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UPDATE ON 10-YEAR RIVER AND COASTAL SURVEY IMPLEMENTATION PLAN
Survey and Monitoring

An update was provided on the 10-year and coastal survey plan.

Discussion also covered riverbed levels in relation to stopbank heights, noting the importance of ongoing monitoring to inform management decisions.

It was noted that a radar recorder has been installed on the bridge to support data collection.

Outcome:
The information was received, with ongoing survey and monitoring activities noted.

Mover-C Findlay/Cr P Haddock to

receive the report.

GENERAL BUSINESS

Recognition that the seawall serves as a significant community amenity beyond just the rating district contributors, with thousands of people using the walking surface. Consideration was given to approaching the District Council for contribution towards maintenance costs given the broader community benefit.

Correspondence

Resolved that a letter of thanks from the Rating District Committee be sent to Peter Blackwood for his advocacy relating to coastal erosion matters.

***Moved**: P. Haddock/ G. Pulman – Carried*

Note: The meeting concluded with the understanding that rating district meetings are typically scheduled for October and November, subject to Councillor/staff availability and completion of financial reporting processes.

ACTION POINTS FOR FOLLOW UP-PUNAKAIKI RATING DISTRICT

1. Action: Council staff to follow up NZTA invoices and outstanding matters for the 2025/2026 financial year.

2. Action: Seek clarification from D. Lew regarding accounting treatment and authority for using accumulated loan funds between different rating categories
    a. Assigned To: Staff (via K. Smith request)
    b. Deadline: To be circulated without waiting for the next AGM meeting

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3. Action: Consider timing of future maintenance works to optimise reserve building
    a. Assigned To: Staff to monitor and advise.
    b. Deadline: Ongoing assessment

4. Action: A letter of thanks from the Rating District Committee be sent to Peter Blackwood for his advocacy relating to coastal erosion matters. *(This is an action for the Rating District Committee)*

Meeting Closed 8:30 p.m.

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Item	**Actions List**
Author	Cloe Griffin-Nieper Catchment Management Coordinator
Authoriser	
Public Excluded	No

Report Purpose

This report is a summary of items that require actions. The responsible Area Engineer have updated the list and will address their respective action items.

Recommendation

It is recommended that Council/the Committee resolve to:

1. Receive the actions list and the information noted.

Attachments

Attachment 1: Actions List Public – Update.

Attachment 1: Actions List Public – Update.

Punakaiki

Item No.	Reference	Date of Meeting	Item	Assigned Person/s	Update
1.		19th February 2026	Action: Council staff to follow up NZTA invoices and outstanding matters for the 2025/2026 financial year.	Paulette Birchfield	Verbal update to be provided at meeting
2.			Action: Seek clarification from D. Lew regarding accounting treatment and authority for using accumulated loan funds between different rating categories a. Assigned To: Staff (via K. Smith request) b. Deadline: To be circulated without waiting for the next AGM meeting	Paulette Birchfield	Verbal update to be provided at meeting
3.			3. Action: Consider timing of future maintenance works to optimise reserve building a. Assigned To: Staff to monitor and advise. b. Deadline: Ongoing assessment	Paulette Birchfield	Completed
4.			Action: A letter of thanks from the Rating District Committee be sent to Peter Blackwood for his advocacy relating to coastal erosion matters. *(This is an action for the Rating District Committee)*	Paulette Birchfield	Verbal update to be provided at meeting

5	**Punakaiki 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 Punakaiki 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 Punakaiki Rating District Committee:*
   a. *_____ as Spokesperson;*
   b. *_____as Deputy Spokesperson; and*
   c. *_____ as Committee Members.*

Attachments

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

Attachment 1: Punakaiki Rating District Committee (Extract)

ELECTION OF OFFICERS

Moved: *"That the committee for the 2026/2027 financial year now consists of".*

C. Findlay
H. Haddock
S. Casey
J. Harrison
G. Pulman
K. Smith

Moved: *"That is C. Findlay is re-elected as Spokesperson, and P. Haddock as deputy Spokesperson for the 2026-2027 financial year."*

***Movers** all in agreement - Carried.*

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THE WEST COAST
REGIONAL COUNCIL

Punakaiki 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	15 October 2024	

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. But 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 that the spokesperson, and 2 committee members endorse the use of RD funds outside the scheduled work plan. Additionally, the area engineer is responsible to seek the endorsement from the aforementioned.

11. 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.

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

GEOFF PULMAN

Witness name

OPERATOR

Witness Occupation

WEST PORT

Witness Town of Residence

SIGNED by

WEST COAST REGIONAL COUNCIL CHAIRPERSON

by its authorised signatory

In the presence of:

Witness signature

Gone Chapman

Witness name

Retired

Witness Occupation

Greymouth

Witness Town of Residence

REPORTS

7.1 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 Punakaiki 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: Punakaiki Rating District Summary Pamphlet – 2025-2026 FY

Thank you

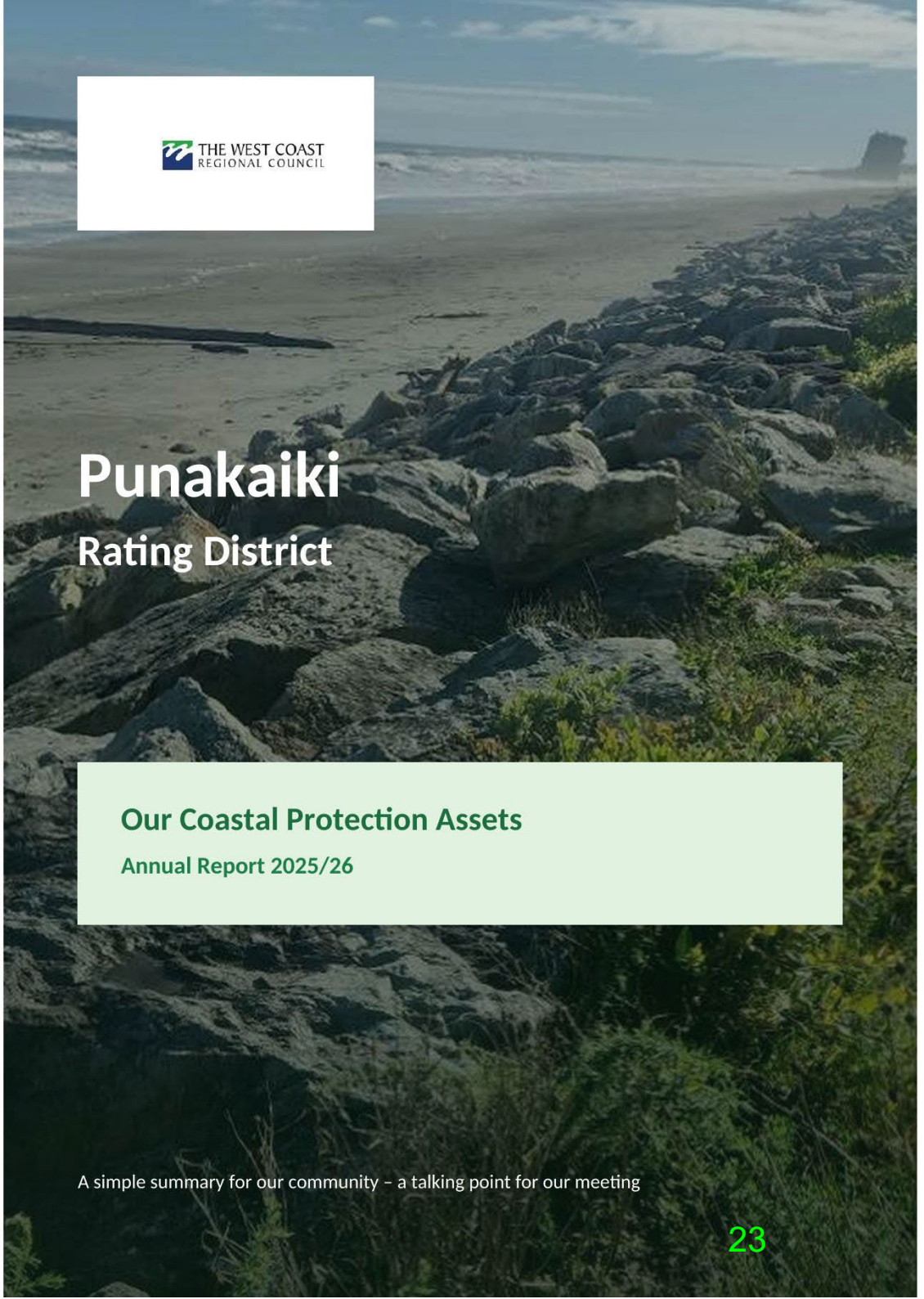
Thank you to Punakaiki Rating District members and landowners for supporting inspections, maintenance and local knowledge of these coastal protection assets.

The key message

Punakaiki has 15 assets – a rock seawall, riprap and a culvert. Of the 15 results that could be graded, 13 are Good and 2 are Fair; none is Poor. The system records 5 defects, mostly rocks lost or moved on the riprap: 1 is resolved and 4 are logged so they can be planned into the works programme. Once we combine how serious each defect is with how critical the assets are, none is High or Very High; 2 are Low and 3 are Medium. Next: plan the next round of checks, finish the top-up work and agree a practical maintenance programme with the Rating District.

THE WEST COAST REGIONAL COUNCIL

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THE WEST COAST REGIONAL COUNCIL

Punakaiki

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 Punakaiki 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 Punakaiki?

The Punakaiki Rating District was set up in 2005, after ongoing coastal erosion put homes and State Highway 6 at risk. Its job is to reduce erosion along the Punakaiki seafront, from the south end of Dickinson Parade to the Punakaiki Beach Camp in the north.

A rock **seawall** was built in 2005. In 2017 it was extended north to protect the camping ground's wastewater field from erosion.

Our assets in numbers

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

15	7	7	1
assets in total	seawall sections	riprap sections	culvert

Important – the AMP is being reviewed

The Council's Asset Management Plan (AMP) for Punakaiki (2023–2026) is the guidebook for looking after the scheme. It is reviewed every three years and is now being reviewed and updated, so some things in this pamphlet may change. This pamphlet is here to help start the conversation.

What happens next?

1. Look closely at the 2 Fair results

Decide if the seawall section and the riprap section need work or a closer look by an engineer.

2. Work through the 4 logged defects

Top up the rock where needed, with the most serious and most important first.

3. Plan the next checks

Once the inspection approach is confirmed, plan checks for every asset, including the riprap section, the culvert and the seawall section listed for 6-monthly checks.

4. Tidy the records

Remove the "no pipe" record from the register if confirmed. Keep the status up to date.

5. Plan the work proposed

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

6. Finish updating the Asset Management Plan

Review the Punakaiki Asset Management Plan (AMP): how well the scheme should protect the area, how it is measured and what work is coming.

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 and repair 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 Punakaiki scheme, as supplied. The yellow line is the seawall and the green line is the riprap.

How we keep an eye on them

Area Engineers carry out regular checks of the Punakaiki 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?

Seawall – an engineered wall of very large rock that protects the shore from the sea.

Riprap – large rock that protects the edge from wave erosion.

Culvert – a pipe that lets water pass under a bank or road.

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 – Riprap PKK-00800S-RRP01 Rock loss · Severity 3 (Moderate) · Logged 10 April 2025



Type: Rock Loss | 3 - Moderate

Asset Code	PKK-00800S-RRP01
Asset Type	Riprap
Asset Rating District	Punakaiki
Defect Type	Rock Loss
Defect Severity	3 - Moderate
Defect Status	Logged
Defect Notes	Top up required
Defect Status Notes	

In plain English: some of the big rocks along this riprap bank have been lost. The record says a top-up is required.

Example 2 – Seawall PKK-00800S-SWL01 Settlement · Severity 3 (Moderate) · Logged 10 April 2025



Type: Settlement | 3 - Moderate

Asset Code	PKK-00800S-SWL01
Asset Type	Seawall
Asset Rating District	Punakaiki
Defect Type	Settlement
Defect Severity	3 - Moderate
Defect Status	Logged
Defect Notes	Top up required
Defect Status Notes	

In plain English: part of the seawall has settled (sunk a little). The record says a top-up is required.

Why show these? A photo next to the record helps everyone see what the Area Engineer saw. Photos of all four logged defects are in the full report. A Moderate score does not mean the wall has failed – but it does mean we should look closer.

Which problems come first?

We multiply **how serious the defect is** by **how critical the asset is**. Here is where Punakaiki's defects land (numbers = how many defects):



What this means

Every Punakaiki asset is recorded as criticality 4. All 5 defects can be scored: **2 are Low** risk (score 8) and **3 are Medium** risk (score 12). **None is High or Very High.** One of the three Medium ones has already been marked Resolved.

Why Medium?

Because the assets are fairly critical (4 out of 5), even a Moderate defect (3) lands in the Medium group. Medium means it needs planned work so it does not get worse.

Something to check

Because all the assets share the same criticality, severity alone decides the order. We will check the criticality scores as part of the AMP review.

How are the assets doing?

The Council's asset system shows the **latest condition** for **16 records** at Punakaiki (15 assets and one pipe record). Here is what our Area Engineers found:

0 – UNABLE TO INSPECT	1 – VERY GOOD	2 – GOOD	3 – FAIR	4 – POOR	5 – VERY POOR
1	0	13	2	0	0
6%	0%	81%	13%	0%	0%

What this means

Of the 15 results that could be graded, **13 are Good (87%)** and **2 are Fair (13%)**. Good means the asset is sound with only minor wear. Fair means it is working but showing some wear and may need some work. **None is Poor or Very Poor.**

Which two are Fair?

Seawall section PKK-00900S-SWL01 – checked 17 June 2026 and noted "Ok".

Riprap section PKK-00600S-RRP01 – checked 29 September 2026 and noted "Needs top up".

Good to know

14 of the 16 results come from **checks after an event in September 2026** – so this is a recent picture of the assets.

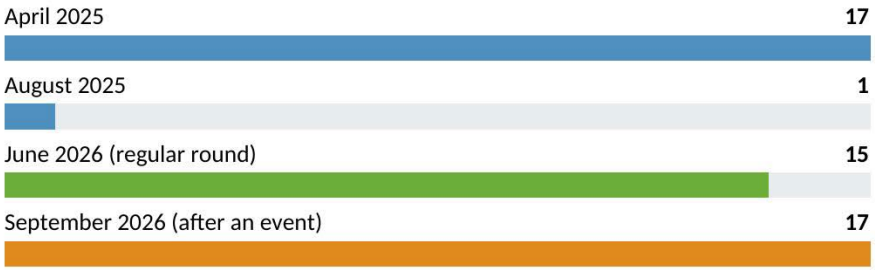
These figures are from the Council's asset system dashboard. The one "unable to inspect" is explained on the next page.

When were the assets checked?

The one we couldn't grade

The only "unable to inspect" result is a **pipe record**. The Area Engineer wrote **"No pipe – remove from register"**. It is not a poor-condition result, and it is no longer in the list of 15 assets.

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

In the June 2026 round, **13 of the 15 assets** were checked. Two – **a riprap section (PKK-00500S-RRP01) and the culvert** – had no regular check during 2025/26. They were last checked in April 2025 and were checked again in September 2026. One seawall section is currently listed for a check every 6 months, but only one check is recorded in 2025/26.

Proposed next step

Agree the inspection approach once frequencies are confirmed, and confirm whether any other check records exist that are not in these figures.

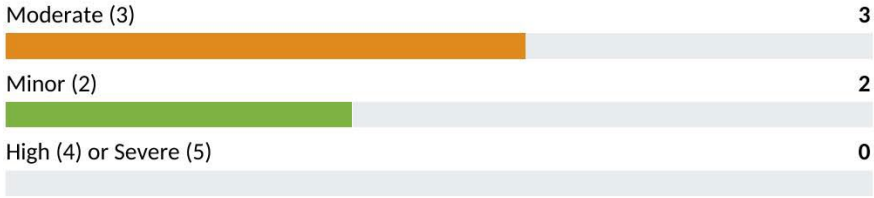
Problems spotted

5

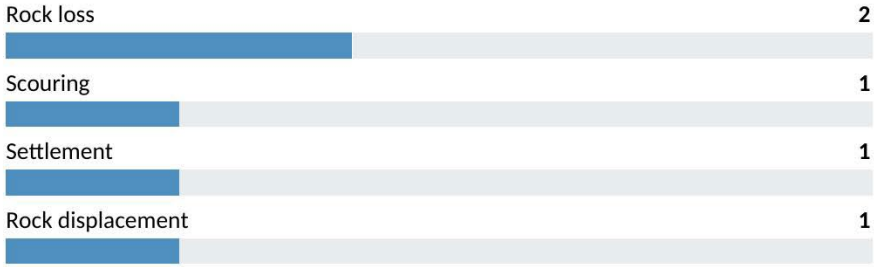
defects recorded

4 are "Logged" – recorded so they can be planned into the works programme. **1 is "Resolved"** – marked as dealt with.

How serious?



What kind of problem? (4 on riprap sections, 1 on a seawall section)



The main story: rocks moving

Four of the five are about rocks being lost, moved or washed out on the riprap. **All five** have a note or action to **"top up"** (add more rock). The resolved one is a rock loss, and its record lists 900 tonnes of materials.

Good to know: four of the five were logged in April 2025 and one on 29 September 2026 – none during 1 July 2025 to 30 June 2026.

7.2	**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

7.2	**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.

***

5	**Punakaiki Rating District Annual Works Report**
Author	Paulette Birchfield, 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 Punakaiki 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: Punakaiki Rating District Annual Works Report

West Coast Regional Council – Punakaiki Rating District

Annual Works Report on Maintaining Existing Rating District Assets



1. Executive summary

This report outlines a summary of work undertaken as part of the Punakaiki Rating District's annual works program for the 2025/2026 financial year including any maintenance, capital works and surveys undertaken. Additionally, this report details scheduled work for the 2026/2027 Financial Year and proposes work required for the 2027/2028 Financial Year which includes consultation of the 2027/2028 maintenance rate, insurance premiums and engineer cost recovery.

2. Maintenance work carried out from 1 July 2025 to 30 June 2026

No maintenance work was required during this period

3. Survey work carried out from 1 July 2025 to 30 June 2026

No survey work was completed during this period. The cross-section survey is scheduled for October 2026, or when tides/weather allow.

4. Consultant work carried out from 1 July 2024 to 30 June 2025

Allis and Co. Pororari River Bund report $5,723.71

5. Projected Works to be carried out from 1 July 2026 to 30 June 2027

Following the top-up of the revetment in June 2025, no immediate repair works to the seawall were considered necessary. However, it would be prudent to consider a further top-up of the campground seawall extension, constructed in 2017. Placement of approximately 500 tonnes of quarry rubble and 13 Mile Quarry material is estimated to cost approximately $60,000. It is also advisable to continue progressively topping up the main seawall to maintain its condition and level of protection. Staff therefore recommend that a further 300-400 tonnes of rock be placed on the main seawall.

A.	Top-up of Campground seawall	$60,000
B.	300-400 tonnes of armour rock to main seawall	$25,000

Total proposed maintenance works for the 2026/ 2027 financial year $ 85,000

6. Punakaiki Rating District financial balance

The balance in the rating district account at the beginning of the 2026 / 2027 financial year is likely to be approximately $196,800 (includes the annual NZTA contribution)

This target balance for the 'prudent reserve' for the Punakaiki Rating District is $200,000.

This prudent reserve is immediately available for urgent emergency work that may be required following a major event.

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

7. Proposed maintenance rates for the 2027/2028 financial year

Rates Maintenance	$ 85,000
Engineers Cost Recovery	$15,000
Infrastructure insurance	$5,000
Contribution to Prudent Reserve	$0
Total	**$105,000**

The Council recommend a maintenance rate strike of $ 105,000 excluding GST.

8. Cross section and longitudinal survey 2026

The 2026 survey will be undertaken in the latter part of the year as weather and tides allow.

9. General Business

- *Pororari Bund investigation – report and discussion brief*

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

7.3	Pororari River Flood Protection Bund - Summary
Author	Paulette Birchfield Area Engineer
Authoriser	
Public Excluded	No

Report Purpose

To update the Punakaiki Rating District on the February 2026 investigation of the proposed Pororari River flood protection bund at Punakaiki.

Report Summary

The proposed Pororari River flood protection bund is intended to provide short- to medium-term protection for Punakaiki Village from combined river and coastal flooding while longer-term adaptation options are considered.

- The February 2026 investigation found that a uniform 6.0 m crest level along the full bund alignment is not justified. A 6.0 m crest may be appropriate near the coast, while inland crest levels should be based on combined river and coastal flood levels, the selected level of protection and an appropriate freeboard.
- The existing river-level record is too short to reliably establish design flood levels. Continued river gauging and development of a calibrated stage-discharge relationship at the State Highway 6 bridge are recommended before inland crest levels are confirmed.
- Existing historic river-training structures and embankments may be able to be incorporated into a revised alignment, potentially reducing fill volumes, vegetation removal and construction impacts.
- Further work is recommended to confirm the intended level of protection, refine the bund alignment and crest levels, assess drainage and backflow controls, and consider the proposal alongside longer-term adaptation options and sea-level rise.

Attachments

Attachment 1: WCRC Pororari River bund investigation report
Attachment 2: Pororari River Flood Protection Bund – Summary document



PORORARI RIVER FLOOD PROTECTION BUND

RECOMMENDATIONS

No.	Recommendation	Purpose
1	Agree the intended level of protection, such as a 20-, 50- or 100-year event, together with the planning timeframe and appropriate sea-level-rise allowance.	Establishes the design standard that the bund must achieve.
2	Continue river gauging and develop a calibrated stage-discharge relationship at the SH6 bridge before confirming inland crest levels.	Provides reliable information on river flows and expected flood levels.
3	Revise the design so the bund crest reduces inland from the 6.0 m coastal section, based on combined river-coastal flood analysis and an appropriate freeboard allowance.	Avoids constructing the inland section higher than necessary while maintaining suitable protection.
4	Survey and investigate the existing rock structures and embankments, including their composition, condition and suitability for incorporation into the bund.	Determines whether existing features can reduce construction volumes, costs and disturbance.
5	Assess alternative bund alignments that use higher ground, retain established vegetation and reduce fill volumes and environmental disturbance.	Helps identify a more practical and less disruptive alignment.
6	Confirm drainage requirements, including culverts and backflow-prevention measures, and consider whether relocating or raising low-lying buildings would improve the long-term solution.	Ensures the bund does not create drainage problems and considers alternatives that may reduce flood-protection requirements.
7	Evaluate the bund alongside longer-term adaptation options, future maintenance costs and the increasing residual risk associated with sea-level rise.	Ensures any investment supports a long-term approach for Punakaiki.

Based on: Pororari River flood protection bund at Punakaiki, West Coast (Allis & Co., February 2026)

REPORTS

7.4 (Report No. as per Index) Author	**Punakaiki 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 Punakaiki Rating District with the Financial Accounts for 12 months to 30 June 2026.

Report Summary

Punakaiki Rating District Financials

Punakaiki Maintenance Financials shows total revenue of $113,778.63 less expenses of $20,413.50. This resulted in increasing the prudent reserve from $103,429.31 to $196,794.44. The targeted prudent reserve is $200,000. There is a shortfall between targeted and actual reserves of $3,205.56.

Punakakaiki Loan Financials shows a small credit balance in the prudent reserve of $2,799.07. The closing loan balance for 30 June 2026 is now nil.

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:	Punakaiki Maintenance Financial Accounts for 12 months to 30 June 2026.
Attachment 1:	Punakaiki Loan Financial Accounts for 12 months to 30 June 2026.

West Coast Regional Council
Punakaiki Seawall 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	**103,429.31**	**-**	**114,682.16**
REVENUE			
Contributions - Agreed works	15,000.00	-	-
Internal Interest earned Loan account / (Paid)	4,129.63	-	2,692.73
Rates	94,649.00	94,649.30	94,365.77
TOTAL REVENUE	**113,778.63**	**94,649.30**	**97,058.50**
EXPENDITURE			
Contractors	-	73,375.00	77,841.68
Consultants	5,723.71	-	9,750.00
Insurance	4,056.76	5,025.30	4,844.45
Depreciation	-	237.00	-
Postage	-	-	177.20
Staff Time	10,633.03	16,012.00	15,698.02
TOTAL EXPENDITURE	**20,413.50**	**94,649.30**	**108,311.35**
NET SURPLUS/(DEFICIT)	**93,365.13**	**-**	**(11,252.85)**
Capital Expenditure	-	-	-
CLOSING RESERVES AS AT 30 JUNE 2026	**196,794.44**	-	**103,429.31**

TB Fitzgerald.

Senior Management Accountant
14 September 2026

PUNAKAIKI LOAN ACCOUNT	2025/26 Actual	2025/26 Budget	2024/25 Actual
OPENING RESERVES BALANCE 1 JULY 2025	**2,799.01**	**-**	**39,895.42**
Income			
Rates Income	33,919.00	33,919.00	10,522.67
Internal Interest earned / (Paid) - Loan	-		-
Total Income	33,919.00	**33,919.00**	**10,522.67**
Expenditure			
Loan Interest	-		1,538.44
Loan repayment	33,918.94	33,919.00	6,185.64
Additional loan repayment	-	-	39,895.00
Total Expenditure	**33,918.94**	**33,919.00**	**47,619.08**
NET SURPLUS/(DEFICIT)	**0.06**		**(37,096.41)**
CLOSING RESERVES AS AT 30 JUNE 2026	**2,799.07**	**-**	**2,799.01**
Opening Loan Balance 1 JULY 2025	**33,919.36**		80,000.00
Loan repayment	(33,918.94)		(6,185.64)
Rounding	(0.42)		(39,895.00)
Closing Loan Balance 30 JUNE 2026	**- 0.00**		**33,919.36**

TB Fitzgerald.

Senior Management Accountant
14 September 2026