

Westport Flood Resilience Steering Group

Minutes

Friday, 21st July 2023 10.00am - noon

Present:

Mike Mendonça, Chair

Mayor Jamie Cleine, BDC

Sean Judd, BDC CEO

Peter Haddock, Chair WCRC

Brett Cummings, Deputy Chair WCRC

Darryl Lew, CEO, WCRC

Paul Barker, DIA

Simon Chambers, NEMA

In Attendance:

Rachel Vaughan, WCRC, for item 10

Claire Brown, WCEM, for items 13,14

Nicola Costley, WCRC

Daniel Bellam, DIA

1. Welcome and Introduction

The Chair welcomed Steering Group members, and those in attendance.

2. Apologies

Apologies were accepted from Francois Tumahai, Ngāti Waewae, and from Deputy Mayor Andrew Basher, BDC.

3. Declaration of interest

Completed interest declarations forms were received from:

- Mike Mendonça
- Mayor Cleine
- Chair Haddock
- Cr Cummings
- Darryl Lew
- Sean Judd

4. Confirmation of Minutes

The minutes from the previous meeting (23rd June) were confirmed.

5. Terms of Reference

The Steering Group **approved** the Terms of Reference (TOR). It was agreed that the TOR will be made available on the WCRC website, and with a link from the BDC website.

6. Funding for Steering Group external support

The Steering Group **approved** the external programme support for drawdown as recommended for the functioning of the Steering Group.

7. Ring Bank – progress to agreed final design

The Steering Group was provided with an overview of the *Progress to an Agreed Final Design of the Kawatiri Westport Flood Resilience Project* paper.

The Steering Group **approved** Graeme Campbell and Peter Blackwood to review the G & E Consultants Ltd Engineering Report Business Case – Engineering Design and Risk Assessment in conjunction with the Tonkin and Taylor technical review.

The Steering Group agreed to issue a media release outlining progress with this item.

8. Quick wins proposal

The Steering Group **noted** the four workstreams to be carried out by West Coast Regional Council (WCRC) deemed 'quick wins' with significant benefits to the community via reducing floodwater inundation in the following areas:

- Floating Lagoon
- Averys
- Abattoir Drain at Railway Bridge
- McKenna Road

WCRC will fund the four workstreams above as part of its co-investment funding.

It was noted that external communications about this item will be included as part of the media release in item 7.

9. Replenishment of the West Coast Regional Council Catastrophe Fund

The Steering Group **agreed** to:

- Endorse in principle the request to draw down the agreed \$1 million in funding to replenish the catastrophe fund, subject to further information, and
- Liaise with DIA on the further detail needed for the release of the \$1 million funding to replenish the fund as soon as is practicable.

The Steering Group noted that the further information required to progress the drawdown request for the fund includes:

- A brief description of the purpose of the fund
- Details on how the fund was depleted
- A summary of the WCRC current financial situation
- Explanation of how replenishment will impact on the current financial position of WCRC and the ability to manage future natural hazard risk.

The Steering Group agreed to progress work on this item at pace.

10. Organs Island reforestation

The Steering Group received an update from WCRC on the options being considered to progress reforestation of Organs Island.

WCRC will bring a report to set out options to a future Steering Group meeting. DIA will work with WCRC to confirm further information required for drawdowns.

11. Feasibility study strategic land purchase

The Steering Group requested an update on this item from BDC at the 25th August meeting.

12. Alma Road development plan

The Steering Group requested an update on this item from BDC at the 25th August meeting.

13. Improved CDEM Management

The Steering Group **agreed in principle** to endorse the drawdown of funds to allow emergency management work to progress, subject to further details being provided, including:

- Further clarity on the scope of proposed work and what has already been completed
- A project plan outlining how this item would be implemented
- The project plan should incorporate how an outline evacuation plan will be developed
- A model for publicly communicating risk, evacuation details and other information
- Designing the work into tranches to provide for with staged funding drawdowns to enable timely completion of work.

NEMA agreed to work with WCRC to progress this item at pace.

14. Wave/sea level gauge funding drawdown request

The Steering Group **approved in principle** the request to draw down \$250,000 to progress the sea level monitor/tide gauge and GNSS as recommended in the business case, subject to further detail being provided in an updated report, including:

- Further detail the equipment to be purchased including cost, availability and a high level timeframe for installation and operation.
- Further detail on how the investment fits with other emergency management capability including previous investment in early warning capability for the Buller catchment.

The Steering Group agreed to progress this item at pace.

15. Communications and Engagement from this meeting

The Steering Group **noted**:

- The need to proactively communicate with the community.
- A media release will be drafted summarising key aspects of this meeting and outlining the next steps for the project.
- meeting minutes from the last meeting will be made public on the WCRC website.

16. Next meeting

The Steering Group agreed to meet remotely on 4th August to revisit and progress the following work programme items:

- Item 9 - Replenishment of WCRC Catastrophe Fund.
- Item 13 - Improved CDEM Management.
- Item 14 - Wave/sea level gauge funding drawdown request.

The Steering Group agreed to meet again in person on 25th August at BDC offices in Westport.

The meeting closed at 12:10pm