

**Resilient Westport Steering Group**  
**Minutes**  
Friday, 4<sup>th</sup> August 2023 10.00am – 11.00am  
(via Zoom)

**Present:**

Mike Mendonça, Chair	Sean Judd, CEO BDC
Peter Haddock, Chair WCRC	Darryl Lew, CEO WCRC
Brett Cummings, Deputy Chair WCRC	Paul Barker, DIA
Mayor Jamie Cleine, BDC	Simon Chambers, NEMA

**In Attendance:**

Claire Brown, WCEM	Sam Scott, WCRC
Nichola Costley, WCRC	Monica Rogers, DIA
Fiona Thomson, WCRC	Daniel Bellam, DIA

**1. Welcome**

The Chair welcomed Steering Group members.

**2. Apologies**

An apology was accepted from Francois Tumahai, Ngāti Waewae.

**3. Declaration of interest**

The Chair thanked members who had submitted their proforma, and requested that remaining proforma be submitted as soon as possible.

**4. Confirmation of Minutes**

The Minutes from the previous meeting (21<sup>st</sup> July) were confirmed.

**5. Replenishment of WCRC Catastrophe Fund**

DIA provided a general overview of the process around funding drawdowns. Funding recommendations are still subject to Ministerial decision making and appropriate funding agreements between the recipient and DIA. For items on this agenda, the key milestones are:

- DIA must receive any outstanding information by no later than Friday 11<sup>th</sup> August.
- DIA plans to provide the briefing for Ministerial approval on Thursday 24<sup>th</sup> August.

For the replenishment of WCRC Catastrophe Fund, the Steering Group:

- **Supported** the request to draw down \$1m to Vote Internal Affairs.
- **Recommended** payment to the WCRC to replenish the catastrophe fund. This endorsement is subject to the WCRC providing DIA with the following information by 11 August:
  - A summary of the Council's current financial situation (tracking against budget, overall reserves, debt levels and revenues).
  - An explanation of how the replenishment will impact on current financials and ability of Council to manage future natural hazard risk.

The Steering Group noted the effort that WCRC officers have made to progress the programme to this level, and formally recorded their thanks and commendation for this effort.

**6. Improved CDEM Management**

This report (*Build Resilience through Improved Emergency Management Engagement and Planning*) was developed with input and advice from NEMA.

The Steering Group:

- **Noted** that NEMA proposes to assist with implementation.
- **Endorsed** the high-level project plan to implement the programme of work that requires a drawdown of funds over three phases.
- **Endorsed** that the project be monitored and reviewed through existing governance and executive arrangements for the West Coast CDEM Group.
- **Supported** the request to drawdown \$500,000 to Vote Internal Affairs.
- **Recommended** funding is allocated in phases, with phase one \$40,000 paid to WCRC as soon as practicable.

#### 7. Wave/sea level gauge funding drawdown request

The Steering Group:

- **Noted** that this project will enhance the flood early warning system for the District, and should be described as such.
- **Noted** the additional information obtained as requested at its meeting on 21<sup>st</sup> July.
- **Supported** the request to drawdown \$250,000 to Vote Internal Affairs.
- **Recommended** allocating tranche one funding of \$196,111, subject to WCRC providing DIA with further information around GNS and NIWA costs, particularly the cost of the buoy.

#### Items not on the agenda

In the interests of timely drawdown and maintaining the impetus of the programme, the Steering Group agreed to consider two items that were not on the agenda.

#### Organs Island

The Steering Group:

- **Supported** the proposed Crown-to-Crown transfer of land at Organs Island, and subsequent gazetting and vesting, subject to a meeting of key parties to confirm alignment on the proposed course of action.
- **Noted** that this is a nature-based solution in the final approach of the Buller River shortly before it passes the Westport urban area.

#### Master Planning

The Steering Group:

- **Noted** the BDC-led work programme for master planning of lower hazard risk areas and strategic land purchase.
- **Supported** a request to drawdown of \$750,000 to Vote Internal Affairs to enable this work to progress.
- **Recommended** allocating \$750,000 to BDC for two tranches of deliverables:
  - \$500,000 for master/structure planning for developments on lower risk land.
  - \$250,000 for the feasibility study of strategic land purchase.

#### 8. Communications and Engagement from this meeting

The Steering Group:

- **Noted** the Steering Group title is 'Resilient Westport Steering Group'.
- **Noted** the [WCRC webpage](#) features Steering Group documentation.

Steering Group members thanked DIA officials for helping facilitate a short meeting with the Minister of Local Government at the LGNZ conference in order to discuss progress with Resilient Westport.

#### 9. Next meeting

25<sup>th</sup> August at Buller District Council offices in Westport.

**The meeting closed at 11:00 am**