

THE WEST COAST REGIONAL COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE TARAMAKAU RATING DISTRICT HELD AT THE GROOT'S RESIDENCE ON TUESDAY 31 OCTOBER 2016, COMMENCING AT 12.30 PM.

PRESENT

M. Stewart, D. Groot, S. Langridge, R. Langridge, P & A. Stevenson, R. Langridge

IN ATTENDANCE

West Coast Regional Council

A. Robb (Councillor)

R. Beall, B. Russ, T Jellyman (Staff),

APOLOGIES

J. Stewart, M. Dyke, Cr Ewen, Cr Birchfield

Moved: *"That the apologies be accepted."*

S. Langridge / P. Stevenson – Carried

BUSINESS

Cr Robb opened the meeting and welcomed those present.

He introduced himself and the new members of Council staff.

Moved: *"That the minutes of the previous Annual Meeting held on 27 October 2015, be adopted as a true and correct record of that meeting."*

S. Langridge / D. Groot – Carried

MATTERS ARISING

Action Points were updated.

FINANCIAL REPORT

R. Beal spoke to the financial report. He advised that opening balance was \$86,968.78 and the closing balance is \$45,546.18. M. Stewart expressed his concern at the \$12,000 of staff time for two jobs. R. Beal responded that usually 10% of the contract value is the equivalent of staff time. R. Beal acknowledged that in this instance staff time is a little bit over, but he does not expect to see a reoccurrence of this next year.

WORKS REPORT

B. Russ presented the works report, which covered the 12-month period from 1 July 2015 to 30 June 2016. He advised that there was \$84,490 worth of works done during the reporting period. S. Langridge requested that next time top course is used, it should be screened, as it is not as effective if unscreened. B. Russ agreed.

B. Russ advised that an inspection was carried out by members of the rating district. B. Russ stated that he has had a look at what is being proposed and he is in agreement. B. Russ advised that this work is not urgent but a careful eye does need to be kept on it. He stated that it would be good to set the contract up so that this work can be done over the summer. B. Russ advised that a total of \$83,000 worth of works were identified for the 2016 / 2017 year. He stated that this figure includes \$20,000 for unforeseen maintenance. P. Stevenson stated that the channelling of the river upstream has changed, and the downstream area could be left at this time. He stated

that there is an area where the river is scalloping in and this needs attention. B. Russ advised that contractor prices are good at the moment as there is not a lot of work on.

RATES 2017 / 2018

Discussion took place on the rate strike. Cr Robb advised that this rating district has traditionally come up with extra money if urgent work comes up. The recommended rate strike is \$60,000. A Stevenson noted that there is also a \$20,000 "buffer" in the account.

ELECTION OF OFFICERS

T. Jellyman stated that traditionally all ratepayers in the rating district are members of the committee. D. Groot is the current spokesperson and A. Stewart is the current deputy spokesperson. D. Groot stated that he is happy to do another year and he feels that a two year term is a good system.

Moved: "That the committee will comprise of all current ratepayers."

M. Stewart / S. Langridge – Carried

Moved: "That D. Groot is elected as Spokesperson for the 2016 / 2017 financial year".

M. Stewart / S. Langridge – Carried

Moved: "That A. Stewart is appointed as Deputy Spokesman for the 2016 / 2017 financial year."

M. Stewart / S. Langridge – Carried

GENERAL BUSINESS

Rock Sources

R. Beal stated that one of the action points from last year is the rock source matter. He stated that he intends to have an access agreement ready within the next week or so. R. Beal advised that the access agreement will be available to those who wish to supply rock to the rating district. He stated that there will be a fixed royalty paid as and when rock is used, permission to stockpile rock in advance, an all-weather access road and other critical points will be included in the agreement. R. Beal asked for an expression of interest from those present who want to supply rock to the rating district. Cr Robb asked the meeting if they are aware of what rock sources have been found. R. Beal provided an update on rock sources; he stated that he is looking for a 20 year agreement for the rating district. He stated that once the agreement is in place, the mining permit cost of \$1,500 per annum can be withdrawn. B. Russ stated that Council is keen to source rock from the land rather than from a quarry. He advised that costs for a quarry would be expensive as an all-weather road would be required, the bridge to the quarry would need to be inspected. If a ford was used, this could be flooded and access would be a problem. Cr Robb advised that an agreement for 20 years would be beneficial to the rating district and anyone who has suitable rock on their property is welcome to be a part of this. Cr Robb spoke of the advantages of having access agreement in place. R. Beal advised that once the agreement is drawn up the intention is to offer it to those who wish to sign up. B. Russ stated that having stock piles of rock ready for use in an emergency will be very helpful for the rating district. Discussion took place on the various locations of rock that could be used and how the contractor would go about winning the rock. Cr Robb asked the meeting if they were happy with the principle of the access agreement. All present agreed were in agreement. R. Beal asked those present to give him their names if they are interested in supplying rock to the rating district.

Preferred Contractor

R. Beal advised that both he and B. Russ have contracting backgrounds. He stated that they are both keen to have a longer term contract as this provides surety to contractors and allows them to invest in the rating district. R. Beal advised that there would be infrastructure costs in all-weather roads, stockpiling and winning rock. He stated that prices would be better if there was a two plus two or a two plus three year right of renewal contract. This would give the rating district some surety in who they are dealing with. R. Beal stated that once the access agreement is in place he will then go to the market to find a preferred contractor. B. Russ explained how this would work for the rating district. Discussion took place and it was agreed that there would be escape clauses in the contract, response times would be included along with other non-price attributes such as health and safety, relative experience, equipment and staff levels. B. Russ advised that over the quieter time of the year the contractor can be stockpiling rock which will help to keep costs down. R. Beal stated that this will also result in a massive reduction in staff time for contract administration by doing one contract instead of multiple contracts each year. M. Stewart stated that the rating district has been asking for this type of contract for three years now. P. Stevenson stated that the problem has been the all the works that have been done, have been an emergency and this incurs higher prices. Cr Robb stated that the contractors will be aware of the history of works in the rating district over the years. B. Russ advised that the rock source agreement will be dealt with first, then all agreements will be presented to the rating district, then the tender will be let. B. Russ stated that the access agreements may take a little longer to put in place. Cr Robb advised that this part is up to the landowners and they need to ensure that they progress the signing of their agreements. B. Russ stated that he would like to have everything in place by early in the New Year. Cr Robb stated that having the preferred contractor agreement in place will be good for everyone.

P. Stevenson suggested that part of the work that was been identified during the annual inspection is done now rather than leaving it until the preferred contractor agreement is in place. He stated that one area has no protection at all and the river is cutting in near J. Stewart's land. It was agreed that B. Russ would inspect this area tomorrow and arrange for the work to be tendered out shortly. D. Groot agreed with this.

There being no further rating district business to be discussed, the meeting closed at 1.18 p.m.

Action Points:

T. Jellyman to send minutes to members of rating district.