

# Resilient Westport Steering Group

## Minutes

Friday, 25<sup>th</sup> August 2023 10.00am - noon

### Present:

Mike Mendonça, Chair  
Mayor Jamie Cleine, BDC  
Deputy Mayor Andrew Basher, BDC  
Steve Gibling, CEO, BDC  
Sean Judd, (Previous Acting CEO), BDC

Peter Haddock, Chair, WCRC  
Brett Cummings, Deputy Chair, WCRC  
Darryl Lew, CEO, WCRC  
Paul Barker, DIA  
Simon Chambers, NEMA

### In Attendance:

Graeme Campbell  
Peter Blackwood  
Mark Healy

Paul Zaanen, BDC  
Connor McErlich, DIA  
Penny Bicknell

### Apologies:

Francois Tumahai, Te Rūnanga o Ngāti Waewae

#### 1. Welcome and Introduction

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

#### 2. Apologies

Apologies were accepted from Francois Te Rūnanga o Ngāti Waewae.

#### 3. Declaration of interest

There were no declarations of interest for matters on the agenda.

#### 4. Confirmation of Minutes

The Steering Group approved the minutes from the 4 August 2023 meeting.

#### 5. Status and risk reporting

The Steering Group **noted** the need to identify programme risks and mitigation responses. BDC and WCRC agreed to meet to agree overall programme risks that can be presented back to the Group at the next available meeting.

#### 6. Updates

The Steering Group received updates on the following items.

##### *a. Structural flood protection design reconciliation*

It was **noted** that a team consisting of Graeme Campbell, Peter Blackwood, and Mark Healy will work on the flood bank design reconciliation. They will report to the West Coast Regional Council who will then bring any recommendations or actions back to the Steering Group for its consideration. A technical workshop will be convened in Wellington on 29 August as part of this process.

##### *b. Replenishment of catastrophe fund*

The Steering Group noted that WCRC had provided information to DIA to support the replenishment of the catastrophe fund from the allocated Crown funding.

##### *c. Improved CDEM management*

The Steering Group **noted** that recruitment is underway to grow capability in this area.

##### *d. Early warning system and flood monitoring*

It was **noted** that discussions had taken place between WCRC and NIWA about the early warning system and Buller flood modelling. Availability of the model to West Coast Regional Council staff was identified as an issue needing further consideration.

*e. Quick wins*

It was **noted** the survey works on the floating lagoon have been completed. WCRC is waiting on final Geotech reports which are expected to be completed in the following week.

*f. Organs Island*

It was **noted** that discussions on the transfer of ownership of Organs Island had taken place between DIA and LINZ (who currently administer the land). Further conversations are needed between DIA, LINZ, DOC and WCRC to firm up the appropriate mechanism for transfer. Clarification of requirements for transfer, such as surveying and valuation, will be needed before draw down of funding can proceed.

## **7. Funding agreements between the Councils and DIA**

The Steering Group noted arrangements for accessing Crown funding including:

- Westport flood resilience funding will be drawn down from a tagged contingency into Vote: Internal Affairs as a Non-Departmental Output Class (NDOC) appropriation.
- Separate funding agreements between DIA and the two councils will need to be signed. These agreements were currently sitting with each Council for confirmation / acceptance.
- Councils can then invoice DIA for eligible costs that are supported by the Steering Group (such as costs for the redesign of the flood protection and Chair/ Secretariat functions).

## **8. Master planning and low risk land acquisition**

The Steering Group received an update from BDC on master planning and strategic land acquisition.

## **9. Communications and engagement from this meeting**

The Steering Group **noted**:

- The ongoing flood risk to the Westport and Buller community.
- The need to proactively communicate with the community particularly on progress with the programme;
- A potential need for reconsideration of governance and engagement costs within the overall programme budget to account for a more active and higher profile communication/engagement strategy.

The Steering Group **agreed** to the following:

- a media release on 'quick win' projects and the work to be undertaken with the funding to be drawn down following Ministerial approval;
- the meeting minutes from the last meeting will be made public on the WCRC website.

## **10. Next meeting**

The Steering Group agreed to meet remotely on 28<sup>th</sup> September 2023 for one hour to consider the following work programme items:

- Item 5 – status updates and risk reporting;
- Item 6 a - update on the structural flood protection redesign work
- Item 6 d – flood monitoring and modelling; and
- Item 6 f – Organs Island.

**No other matters were raised. The meeting closed at 12:00pm**

Next meeting – 28<sup>th</sup> September 2023 (time and location to be confirmed).