



# AGENDA

Meeting of the  
**Inangahua Community Board**

**Tuesday 05 November 2024**  
Commencing at 5:00pm

*To be held at the*  
**Inangahua Hall**  
49 Upper Buller Gorge Road  
Inangahua

# Inangahua Community Board

**Reports to:** Council

**Meeting Frequency:** Bi Monthly

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**Purpose:**

1. The purpose of these delegations is to give effect to the local community empowerment model which is a partnership approach to the governance of the District that will primarily be delivered through the Inangahua community board.
2. The intent of these delegations is to delegate authority and, as far as possible, responsibility to the Inangahua community board to allow the community board to effectively govern and provide recommendations to the Buller District Council regarding local issues associated with their areas.
3. In making these delegations the Council recognises that it is ultimately responsible for the governance of the district and therefore retains the right to set minimum standards and to review community board recommendations associated with the exercise of these delegations.

In making these delegations the Council undertakes to:

1. Provide for and give consideration to community board input into significant governance decisions affecting the respective community board area.

**The ICB is delegated the following Terms of Reference and powers:**

**Terms of Reference:**

**Community Board Status**

A community board (Local Government Act 2002, s.51) is:

1. An unincorporated body; and
2. Not a local authority; and
3. Not a committee of the Council.

**Role**

The legislative role of community boards (*Local Government Act 2002, s.52*) is to:

1. Represent, and act as an advocate for, the interests of its community, and
2. Consider and report on all matters referred to it by Council, or any matter of interest or concern to the community board: and
3. Maintain an overview of services provided by the Council within the community: and
4. Prepare an annual submission to the Council for expenditure within the community: and
5. Communicate with community organisations and special interest groups within the community: and
6. Undertake any other responsibilities delegated to it by Council.

## **Delegations**

In exercising the delegated powers, the community board will operate within:

1. Policies, plans, standards or guidelines that have been established and approved by Council:
2. The approved Council budgets for the activity

In addition to the community boards legislative role the community board is responsible for and accountable to the Council for:

1. Providing local leadership and developing relationships with Council, the community, and community organisations in developing local solutions within the Community board area.
2. Assisting the organisation with consultation with local residents, ratepayers, Iwi, community groups and other key stakeholders on local issues including input into the Long Term Plan and the Annual plan.
3. Making recommendations to Council on leases, licenses or concessions associated with all Council owned property included within the locally funded activities of the community board area, excluding Council administration land and buildings.
4. Making recommendations to council on property (including land & buildings) acquisitions and disposals in the local area.

### **Note:**

None of the delegations may be sub delegated

1. Council retains decision making authority associated with new or existing maintenance contracts.

### **Additional financial delegations**

Community Board has the authority to approve annual expenditure from a discretionary fund determined by Council on an annual basis, for local activities with the following parameters:

1. The decision meets relevant legislation and Council policy requirements including any controls on the use of funds from the respective account.
2. The decision is made after considering a report from staff or community members.
3. This expenditure may be operating or capital in nature, or a mixture of the two.
4. This expenditure cannot fund the “additional capacity” component of capital projects. It can only fund renewal or increased level of service components of capital projects

### **Power to delegate**

The Community Board may not delegate any of their responsibilities, duties or powers to a committee, subcommittee or person

## **Matters which are not delegated.**

### **Council does not delegate:**

1. The power to:
  - Make a rate or bylaw.
  - Borrow money, or purchase or dispose of assets.
  - Acquire, hold or dispose of property.
  - Appoint, suspend or remove staff.
  - Adopt a long term plan or annual plan or annual report.
  - Institute an action for the recovery of any amount.
  - Issue and police building consents, notices, authorisations, and requirements under any Acts, Statutes, Regulations, By-laws and the like.
  - Enter into contracts and agreements.
  - Incur expenditure in excess of the approved Community budget; or
2. The powers and duties conferred or imposed (on Council) by The Public Works Act 1981 or those powers listed in the Section34 (2) of The Resource Management Act 1991

### **Review of a Community Board decision**

In recognition of Council's ultimate responsibility for the governance of the District, that Council retains the right to review any decision of a community board where it believes:

1. The decision is not consistent with the Council's vision, mission, values and goals.
2. Where it believes the community board decision has contravened any relevant legislation.
3. The powers and functions of community boards as defined in the Local Government Act 2002 have been exceeded.
4. The delegations of the community board have been exceeded.
5. The decision will unduly impact on the ability of the Council to provide a district wide level of service where it believes it is necessary to do so.
6. The decision is contrary to the Council's Ten Year Plan, adopted council policy, plan or strategy or any other authority, license, consent or approval.

### **Decision review process**

A decision to review and determine the associated course of action associated with a community board decision will be made jointly by the Mayor and Chief Executive. The relevant community board chairperson will be consulted in the process of the Council determining whether a community board decision will be reviewed. Generally the course of action will include one of the following:

1. Refer the decision back to the community board for reconsideration; or
2. Refer the decision to the Council, one of its committees or its delegated representative for determination.

### **Community Board to Council decision referral process**

In exceptional circumstances, community boards may refer any decision to Council or its delegated committee for determination subject to that referral including the reasons the decision has been referred to the Council for determination.

## **Membership**

The membership of the community board (Local Government Act 2002, s.50) consists of:

1. Members elected under the Local Electoral Act 2001; and
2. Members appointed in accordance with the Local Electoral Act 2001 by the Buller District Council.

## **Chairperson**

The community board must have a chairperson (Local Government Act 2002, Schedule 7, Clause 37), who shall be elected at the first meeting of the community board in accordance with the Local Government Act 2002, Schedule 7, Clause 25 or in accordance with any subsequent amendment to this Act.

The chairperson is responsible for:

1. The efficient functioning of the community board.
2. Setting the agenda for community board meetings.
3. Ensuring that all members of the community board receive sufficient timely information to enable them to be effective community board members.
4. Attending Council meetings to represent the interests of the Community Board.
5. Being the link between the community board and Council staff.

## **Contacts with media and outside agencies**

The Mayor acts as the official spokesperson for the Council with the media and may provide approval to elected members to act as an official spokesperson.

Community board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of the Council.

The Group Manager for the community board area, after consultation with the Community Board Chair, will manage the formal communications between the community board and its constituents, and for the community board in the exercise of its business. Correspondence with central government, other local government agencies or other official agencies will only take place through Council staff.

## **Frequency of meetings**

The community board shall meet at least two monthly.

## **Conduct of affairs**

The community board shall conduct its affairs in accordance with the *Local Government Act 2002*, the *Local Government Official Information and Meetings Act 1987*, the *Local Authorities (Members' Interests) Act 1968*, Councils Standing Orders and Code of Conduct.

## **Quorum**

The quorum at a meeting of the community board shall consist of:

1. Half of the members if the number of members (including vacancies) is even; or
2. A majority of members if the number of members (including vacancies) is odd.

## **Remuneration**

Elected members will be reimbursed in accordance with the current Local Government Elected Members' Determination.

# Inangahua Community Board

VENUE: Inangahua Hall, 49 Upper Buller Gorge Road, Inangahua



05 November 2024 05:00 PM

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**INANGAHUA COMMUNITY BOARD**

**5 NOVEMBER 2024**

**AGENDA ITEM: 1**

**Prepared by** Krissy Trigg  
Group Manager Community Services

**APOLOGIES**

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**1. REPORT SUMMARY**

That the Inangahua Community Board receive any apologies or requests for leave of absence from elected members.

**2. DRAFT RECOMMENDATION**

**That there are no apologies to be received and no requests for leave of absence.**

**OR**

**That the Inangahua Community Board receives apologies from (*insert Board Member name*) and accepts Board Member (*insert name*) request for leave of absence.**





**INANGAHUA COMMUNITY BOARD**

**5 NOVEMBER 2024**

**AGENDA ITEM: 3**

**Prepared by:** Krissy Trigg  
Group Manager Community Services

**Attachments:** 1. Inangahua Community Board Meeting Minutes 3 September 2024

**CONFIRMATION OF MINUTES**

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**1. DRAFT RECOMMENDATION**

**That the Inangahua Community Board receive and confirm minutes from the meeting of 3 September 2024.**



**MEETING OF THE INANGAHUA COMMUNITY BOARD, HELD AT 5.00PM ON TUESDAY 3 SEPTEMBER 2024 AT THE WOMEN'S INSTITUTE ROOMS, REEFTON**

**PRESENT:** Cr L Webb (Chair), R Abbey, D Giddens, A Neil, Cr G Neylon,

**IN ATTENDANCE:** Mayor Jamie Cleine, P Numan (GM Corporate Services), B Oldham (Manager Infrastructure Planning), C Borrell (Governance Assistant)

**MEDIA:** Lois Willaims (Grey Star)

**PUBLIC FORUM:** Nil

**Meeting Declared Open At: 5.00PM**

1. **(Page 8)**  
**Discussion:**  
Nil

**RESOLVED**

That the Inangahua Community Board receives apologies from *A Bollinger*.

**Cr G Neylon / D Giddens**  
**5/5**

**CARRIED UNANIMOUSLY**

2. **MEMBERS INTEREST (Page 9)**  
**Discussion:**  
Nil

**RESOLVED** that Inangahua Community Board members disclose any financial or non-financial interest in any of the agenda items.

**Cr L Webb / Cr G Neylon**  
**5/5**

**CARRIED UNANIMOUSLY**

3. **CONFIRMATION OF MINUTES (Page 10)**  
**Discussion:**

Correction: Lois Williams is from the Grey Star (not the Westport News)

**RESOLVED** That the Inangahua Community Board receive and confirm minutes from the meeting of 9 July 2024.

**Cr G Neylon / R Abbey**  
**QTY**

**CARRIED UNANIMOUSLY**

**4. ACTION POINTS (Page 16)****Discussion:**

The allocation committee is made up of two ICB members and one other member from the community and a PA. The PA will arrange a meeting. Cr G Neylon to find out when the meeting date is.

**40 Reforming of Allocation Committee:** Role this action over to the November Meeting.

**RESOLVED** That the Inangahua Community Board receive the action points report for information.

Cr L Webb / D Giddens

5/5

**CARRIED UNANIMOUSLY**

**5. INANGAHUA COMMUNITY BOARD UPDATE (Page 18)****Discussion:**

**Reefton Swimming Pool:** Staff spoke to the plan for implementing the improvements. The existing power supply is not sufficient and will be upgraded. Electronet is the only contractor able to complete this work and it will proceed as soon as possible.

The pool cover will also proceed as soon as possible.

HVAC equipment is hard to get at the moment so will not be installed before the end of this season. Work will be completed out of season. The changing rooms will be renovated once the HVAC has been installed.

**Infrastructure Report:**

The Community Board have requested an update on all Inangahua related matters to be presented at the next meeting scheduled for November 5th.

There have been trees removed from the approach to Ikamatua which has improved visibility, however more work would be beneficial. Infrastructure to investigate options of WestReef doing some of this work under their community work. This is reliant on NZTA and KiwiRail approval if necessary.

**RESOLVED** That the Inangahua Community Board receive this report for information.

D Giddens / A Neil

5/5

**CARRIED UNANIMOUSLY**

**7. INANGAHUA COMMUNITY BOARD CHAIR'S REPORT (Page 23)****Discussion:****Long-Term Plan Submission:**

A list of items is required by the end of this year to be included in the Long-Term Plan (LTP), alternatively a submission can be made after the draft LTP is released. Please supply any items to the chair prior to the next committee meeting.

Reserve contributions fund can be accessed through the Annual Plan process and must be for capital works only.

A Parks and Reserves Plan is currently being completed by council staff. The Community Board and the community will be consulted.

**Chlorine Free Drinking Fountain:**

There was discussion around questions of the supply of de-chlorinated water to the public by Council. Council staff and Reefton Inc to investigate how other councils have managed this under the regulations.

**Inangahua Hall Subcommittee:**

The Committee met on 2<sup>nd</sup> September. There are four new members.

**RESOLVED**

That the Inangahua Community Board hold the 5 November meeting at the Inangahua Hall.

**Cr L Webb / Cr G Neylon  
5/5**

**CARRIED UNANIMOUSLY**

That the Inangahua Community Board receive this report for discussion and information.

**Cr L Webb / D Giddens  
5/5**

**CARRIED UNANIMOUSLY**

**PUBLIC FORUM RESPONSES:**

**Discussion:** Nil

There being no further business the meeting concluded at: 5.27PM

- **Next meeting: Tuesday 5 November 2024 at the Inangahua Hall**

**Confirmed:** ..... **Date:** .....

**INANGAHUA COMMUNITY BOARD**

**5 NOVEMBER 2024**

**AGENDA ITEM: 4**

**Prepared by:** Krissy Trigg  
Group Manager Community Services

**Attachments:** 1. Inangahua Community Board Action Points 5 November 2024

**ACTION POINTS**

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**1. REPORT SUMMARY**

A summary of resolutions requiring actions by the Inangahua Community Board.

**2. DRAFT RECOMMENDATION**

**That the Inangahua Community Board receive the action points report for information.**

## ICB Action Points - CURRENT

No.	Action Point / Meeting Date	Responsible	Update	Date Required By
40	<b>5 December 2023</b> Reforming of Allocation Committee	Cr G Neylon	<p>Moved to April Inangahua Community Board</p> <p>Moved to May Inangahua Community Board</p> <p>The Senior housing committee is awaiting a meeting date to be confirmed. Moved to July</p> <p>There are nominations for people to take this role and it is hoped the meeting will be held in July. Moved to September Inangahua Community Board meeting.</p> <p>Rolled over to November Inangahua Community Board meeting.</p>	<p>13 February 2024</p> <p>7 May 2024</p> <p>9 July 2024</p> <p>3 September 2024</p> <p>5 November 2024</p>

## INANGAHUA COMMUNITY BOARD

5 NOVEMBER 2024

### AGENDA ITEM: 5

- Prepared by** Krissy Trigg  
Group Manager Community Services
- Reviewed by:** Simon Pickford  
Chief Executive Officer
- Attachments:** 1. ICB Operations Report – Infrastructure Services

### INANGAHUA COMMUNITY BOARD UPDATE

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#### 1. **REPORT SUMMARY**

The report will provide an update on the positive and strategic aspects that are happening in the Inangahua District between the last Inangahua Community Board meeting to now and moving forward.

The Operations Report – Infrastructure Services, (attachment 1) has been developed following requests for updates on works in the Inangahua ward. This report updates the Community Board on the actions taken as a result of service requests and to show progress made as a result of works undertaken as part of Council's adopted works programme (and levels of service).

#### 2. **DRAFT RECOMMENDATION**

**That the Inangahua Community Board receive this report for information.**

#### 3. **Community Services Updates:**

##### 3.1 **Inangahua County Library Reefton**

The Inangahua County Library had a busy October school holiday schedule, including hosting an author talk and craft session with Carol Duffy at the Reefton Community Hall and a separate printmaking activity with illustrator Sue Thorp. The Lego Club and Knitting group also continued as usual. Reefton Visitor and Service Centre (RVSC) staff set up games for three days in the visitor centre, where families could drop in and play which has received great feedback.

Preparation is underway for end-of-year programming, including the Summer Reading Programme and we have begun creating a structured



literacy collection for both library locations, with the Reefton collection will be available in the coming months.

We recently launched hoopla, another reading App for our library members with great content including, music, movies, eBooks, eAudiobooks. The additional platform was funded through existing budgets, we have had positive feedback from people using it.

### **3.2 Theatre Update**

Resilience in maintaining cinema screenings during periods when the Reefton Theatre's projectionist is on leave, is being ensured through cross-departmental training with staff from the Reefton Visitor and Service Centre.

Perspex movie schedule boxes have been placed outside the Reefton Cinema and at the RVSC to ensure that residents and visitors can be more easily informed about cinema screening times.

For the safety of cinema and community hall patrons, the fire exit point for the cinema and community hall is to be altered. It will now be next to the church beside the cinema. This mitigates the risk of members of the public needing to cross a road in an emergency. Cinema staff are aware of this change and the BDC Health and Safety Advisor will ensure that staff have all required signage in place.

### **3.3 Reefton Service and Visitor Centre**

RVSC will be moving to a 7-day operation from Labour weekend, in line with the Reefton township "Summer Season", to enhance the visitor experience aspect of RVSC and support tourism. As per the previous season, this will involve the RVSC being open for Visitor Information only, 10am – 2pm Saturday and Sunday.

The Reefton Visitors Centre Incorporated (RVCI) has generously proposed to fund and erect a purpose-built outdoor shelter to display the truck-tyre seat adjacent to the accessible carpark at the rear of the RVSC building for resident and visitors to enjoy the Cross on the Hill landmark and wider scenery.

BDC/RVSC are collaborating with Emergency Management/Civil Defence to establish trained personnel to support an emergency response with an Incident Control Point (ICP) setup within the RVSC during an event.

### **3.4 Communications and Engagement**

#### **'Let's talk Buller' - Engagement Platform**

Council has launched our new community engagement platform on the 14 October. This new community engagement online platform called

“Let’s talk Buller” is designed to enhance and streamline the consultation and feedback process. It will also be used for grant applications.

The platform offers a variety of interactive tools allowing staff to administrate and efficiently manage feedback/submissions.

The engagement platform is an important step towards improving how we engage with the public and facilitate their involvement in Council’s decision-making processes.

A demonstration on 5 November will be given at the ICB meeting. Prior to this you can view the platform at: <https://letstalk.bullerdc.govt.nz/>

### **Facilities User Survey**

The Facilities User Survey went live on Monday 14 October on the new engagement platform ‘Lets talk Buller’ and is open until Monday 4 November 2024. Paper copies can be found at Reefton Visitors & Service Center, Westport Library and Westport Brougham Street office. The survey is targeted at people living in Buller and visitors who have used the Buller District Libraries, NBS Theatre, Reefton Cinema, Reefton Visitor and Service Centre, and Westport Airport in the past 12 months.

Feedback will be collated, evaluated and then results published in December.

### **Reserve Management Plan survey**

The community is invited to give feedback between the 21 October and the 18 November 2024 on the future management of Council-administered parks and recreational reserves in Buller. Information can be found, and feedback provided on the new engagement platform ‘Lets talk Buller’. Paper copies can be found at Reefton Visitors & Service Center, Westport Library and Westport Brougham Street office.

The feedback will help staff to create a draft Reserve Management Plan (RMP) that will guide how Council’s public reserves are used and cared for.

Council will consult on this draft RMP in mid-2025. This will allow the community to review the draft plan and provide their thoughts through submissions.

## **3.5 Draft West Coast Regional Waste Management and Minimisation Plan**

The community can provide their input on the draft West Coast Regional Waste Management and Minimisation Plan (WMMP) between the 18 November and the 20 December 2024.. Once live it can be found on the new engagement platform ‘Lets talk Buller’. Reefton Visitors & Service Center, Westport Library and Westport Brougham Street office.

The draft of the West Coast Regional WMMP outlines the vision, objectives, goals, targets, action plans and sources of funding to address waste management and minimisation in the region.

Council will consider submissions in early 2025 and if required, make any changes to the draft West Coast Regional WMMP. The final West Coast Regional WMMP will be adopted by Council.

**3.6 Springs Junction & Maruia Reserve & Hall Subcommittee**

The Springs Junction & Maruia Reserve & Hall Subcommittee has engaged a local landscape architecture firm from Reefton to draft a concept plan for the Springs Junction Reserve. We anticipate receiving further details on the project, and potentially the first draft of the plan, at our upcoming general meeting, scheduled for 11am on October 24.

**3.7 Inangahua Reserve & Hall Subcommittee**

Inangahua Reserve & Hall Subcommittee has made great progress, successfully recruiting additional members and hosting another productive workshop, which included a working bee and a shared dinner. The workshop was a great success, and going forward, the subcommittee will continue this format, holding workshops on the first Friday of each month.

Renovations to replace the old north wall and transform it into a new entrance is progressing well, with completion expected by mid-November.



## INANGAHUA COMMUNITY BOARD

5 NOVEMBER 2024

AGENDA ITEM: 6

Prepared by Councillor Linda Webb  
Chair

### CHAIR'S REPORT

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#### 1. REPORT SUMMARY

This report is to provide commentary on significant events and meetings attended by the Chair. The report also provides information on advocacy or political matters relevant to the Inangahua ward currently before Council.

#### 2. DRAFT RECOMMENDATION

**That the report be received for discussion and information.**

#### 3. GENERAL ITEMS

##### 3.1 ICB – Long Term Plan Submission

Discussion around ideas for the ICB's long term plan submission.  
Sealing around the Strand toilets to make them wheelchair accessible

##### 3.2 Chlorine Free – Drinking Fountain

Update at the meeting on where this project is at.

##### 3.3 Community Grants

The following groups from the Inangahua Ward were successful in gaining grants from the last round of Community Grants.  
Next Round closes 22 February 2025.

- Inangahua A & P & Sports Association - Funds to cover the rental of grounds for A&P show - \$1,950.00
- Reefton Historic Trust Board - Funds to move the scrap metal 'operation' from the main road to the other side of the railway precinct, onto Hattie Street, Reefton. \$2,070.00
- Reefton Sports Park - Fund to help with the upgrade of the club room facilities to a standard where they can be used again. - \$7,000

**3.4 Reefton Health Action Group Protests**

Thank you for everyone that turned out to support both protest Saturdays and who have signed the Buller Health Declaration. There was a great turn out on both days, this shows a clear sign that the people of our district have concerns about the changes that have been implemented to primary health services in Buller.

**3.5 Dangerous Tree on Strand**

At the Reefton Reserve Subcommittee meeting it was discussed that the tree next to the water treatment plant on the Strand has been identified as dangerous by an arborist and they will be passing the information onto BDC for this to be rectified.

**3.6 Dog park**

Members of the community have asked whether the ICB could pursue the idea of creating a dog park in Reefton.

**3.7 Lyell Cemetery**

Is this being maintained over the summer period?

**3.8 Christmas holiday period**

Rubbish bin emptying frequency over the busy periods.  
Christmas Parade Road closure.

**3.9 Things for council to update**

- Reefton Pool
- Inangahua water
- Inangahua foot paths