



# AGENDA

Meeting of the:  
**Community, Environment & Services  
Committee**

**Commencing at 3:00pm  
on Wednesday 13 July 2022**

*To be held at the  
Clocktower Chambers  
Palmerston Street  
Westport*

# Community, Environment and Services Committee

<b>Reports To:</b>	The Council
<b>Chairperson:</b>	Margaret Montgomery
<b>Membership:</b>	The Mayor, all Councillors and Maori Representative
<b>Meeting Frequency:</b>	Bi Monthly
<b>Quorum:</b>	A majority of members (including vacancies)

---

## Purpose

The Community, Environment and Services Committee is responsible for:

1. Guiding and monitoring the provision of strategic community infrastructure and services to meet the current and future needs of the district and its communities.
2. Governance of recreational, event, and community facilities and amenities.
3. Facilitating community and stakeholder involvement and discussion on community infrastructure, community safety and community wellbeing matters.
4. Funding to benefit the social, cultural, arts and environmental wellbeing of communities in Buller District.
5. Advise Council on the best ways to improve Buller district's people quality of life environmentally, socially, culturally and economically by protecting and enhancing the local environment.

***In addition to the common delegations on page 9, the Community, Environment and Services Committee is delegated the following Terms of Reference and powers:***

## Terms of Reference:

1. To provide direction on strategic priorities and resourcing for community infrastructure aligned to district development and oversight of strategic projects associated with those activities.
2. To develop policy, approve community-related strategies and plans, and monitor their implementation.
3. To receive and consider presentations and reports from stakeholders, government departments, organisations and interest groups on community development and wellbeing issues and opportunities.
4. To monitor Buller's social demographics and social climate to assess current and future impacts on the Council and Buller communities.
5. To determine the funding priorities for the Community Grants Allocation Committees, Long Term Plan and Annual Plan.

6. To determine the priority of Council projects suitable for contestable and philanthropic funding, excluding NZTA funding.
7. To coordinate and make decisions on proposals, applications for external funding, and the distribution of Council funding and funding provided to Council for the environment, public art, recreational and community facilities and amenity.
8. To monitor and oversee the delivery of Council's non-financial performance and non-financial key projects, against the Long Term Plan, excluding key performance indicator reporting which is the responsibility of the Finance Risk & Audit Committee.
9. To monitor Council sustainability principles and actions.
10. To monitor and oversee the Reserves and Halls Sub-Committee.
11. To monitor and oversee the Creative Communities Sub-Committee.

**The Committee is delegated the following powers to act:**

- Approval of Reserve Management Plans.
- Performing the Council's functions, powers and duties (excluding those matters reserved to the Council by law, by resolution of the Council or as otherwise delegated by Council) under the Burial and Cremation Act and the Reserves Act.
- Approval of purchase or disposal of land for parks and reserves required for designated works or other purposes within the Committee's area of responsibility which exceeds the Chief Executive's delegations and is in accordance with the Annual Plan or Long Term Plan.
- Approval of applications for Council projects suitable for contestable and philanthropic funding.

**The Committee is delegated the following recommendatory powers:**

- The Committee may make recommendations to Council.
- The Committee may make recommendations to other Committees.

**Special Notes:**

- The Chief Executive Officer, Group Manager Community, Environment & Services are required to attend all meetings but are not members and have no voting rights. Other Council officers may attend the committee meetings, as required.
- Written updates may be requested to be provided to Council meeting from the Chair and Group Manager Community, Environment & Services from time to time.

**Oversight of Policies:**

- *Dwellings on Unformed Legal Road*
- *Housing for the Elderly*
- *Building on Reserve Land*
- *National Representation – Financial Assistance*
- *ANZAC Day Observance*
- *Community Grants*
- *Smokefree Environments – Council Buildings and Public Spaces*
- *Use of Council Parks, Reserves and Buildings*
- *Verandas Over Public Places*
- *NZLGA Annual Conference and Zone Meetings*
- *Petitions/Referenda*

# Community & Environmental Services Committee

13 July 2022 03:00 PM



<b>Agenda Topic</b>	<b>Page</b>
1. Apologies	7
2. Members Interest	8
3. Confirmation of Previous Minutes	9
3.1 Unconfirmed Minutes 11 May 2022	10
4. Action Points Report	14
4.1 Action Points	15
5. CEO Pre Election Report	17
5.1 Pre-Election Report	20
6. Community-Led Revitalisation Fund Progress and Completion Reports	44
6.1 Blacks Point Ratepayers Association	45
6.2 Buller Cycling Club	53
6.3 Carters Beach Reserve Sub Committee	56
6.4 Kaitiaki Mokihinui Charitable Trust	59
6.5 Karamea Community Incorporated	61
6.6 MENZ Shed	65
6.7 Omau Domain Sub Committee	69
6.8 Waimangaroa Heart Project Group	71
6.9 Northern Buller Community Incorporated	75
7. Development West Coast Funding Report	82
8. Property Rationalisation Report	88
9. Public Excluded	95



## **COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**13 JULY 2022**

### **AGENDA ITEM 1**

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

#### **APOLOGIES**

---

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

That the Community, Environment and Services Committee receive any apologies or requests for leave of absence from elected members.

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

**That the Community, Environment and Services Committee receives apologies from (insert councillor name) and accepts councillor *Cr J Howard's* request for leave of absence.**

## COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

13 JULY 2022

### AGENDA ITEM 2

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

#### MEMBERS INTEREST

---

Members of the Community, Environment & Services Committee are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.

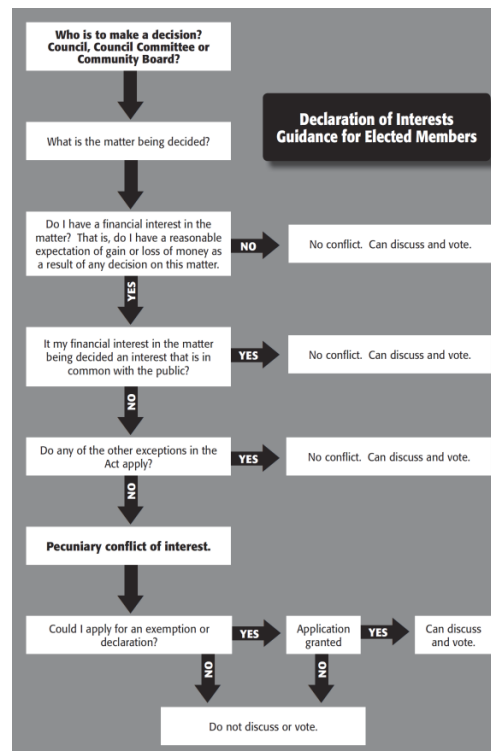
Councillors are encouraged to advise the Governance Assistant, of any changes required to their declared Members Interest Register.

The attached flowchart may assist members in making that determination.

---

#### DRAFT RECOMMENDATION:

**That Members of the Community, Environment & Services Committee disclose any financial or non-financial interest in any of the agenda items.**



**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**13 JULY 2022**

**AGENDA ITEM 3**

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

**CONFIRMATION OF MINUTES**

---

**1. RECOMMENDATION**

**That the Community, Environment & Services Committee receive and confirm minutes from the meeting of 11 May 2022.**



**MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE,  
HELD AT 3.00PM ON WEDNESDAY 11 MAY 2022 AT CLOCKTOWER CHAMBERS,  
PALMERSTON STREET, WESTPORT.**

---

**PRESENT:** Cr M Montgomery (Chair), Mayor J Cleine, Deputy Mayor S Roche, J Bougen, D Hawes, J Howard, R Nahr, P Rutherford, R Sampson

N Tauwhere (Iwi Representative)

**APOLOGIES:** Councillor G Weston

**IN ATTENDANCE:** S Mason (Chief Executive Officer), R Townrow (Deputy Chief Executive Officer), G Martyn (Human Resources & Health and Safety Advisor), G Barrell (Governance Secretary)

**MEDIA:** Ellen Curnow (Westport News)

**MEETING DECLARED OPEN AT: 3.03pm**

---

**1. APOLOGIES (Page 6)**

**Discussion:**

- Cr G Weston
- Cr J Howard requested Leave of Absence from meeting on 13 July 2022.

**RESOLVED:** that the Community, Environment and Services Committee receives apologies from Cr G Weston and accepts Councillor J Howard's request for leave of absence from 13 July 2022 meeting.

**Mayor J Cleine/Cr R Nahr**  
8/9

**Councillor P Rutherford abstained**  
**CARRIED UNANIMOUSLY**

**2. MEMBERS INTEREST (Page 7)**

**Discussion:**

Nil.

**RESOLVED** that there were no financial or non-financial interest in any of the agenda items to be disclosed.

**DM S Roche/Cr J Bougen**  
10/10

**CARRIED UNANIMOUSLY**

### 3. CONFIRMATION OF MINUTES (Page 8)

#### Discussion:

DM S Roche noted the following matters to be amended:

Page 9: “*Thank you to CEO and Mayor Jamie for engagement*” to be amended to “Mayor J Cleine”

Page 13: “*Robyn – Carnegie Library*” to be amended to “Councillor R Nahr”.

Page 19: “**1. Karamea Ruby JAB**” to be amended to “**Karamea Rugby JAB**”

Page 19: “**RESOLVED** that the Community, Environment & Services Committee considers the... **grant \$1,4**” to be amended to “**RESOLVED** that the Community, Environment & Services Committee considers the... **grant \$1,400.**”

Cr J Howard spoke regarding the following:

Item 9: “*Cr J Howard – queried re funds unspent, so No to the Kawatiri Women’s Welfare League...*” should be “Cr J Howard – queried in regard to the unspent funds from the Kawatiri Women’s Welfare League...”

**RESOLVED** that the Community, Environment and Services Committee receive and confirm minutes from the meeting of 16 March 2022 with the above amendments made.

Cr R Nahr/Mayor J Cleine

10/10

**CARRIED UNANIMOUSLY**

### 4. ACTION POINT LIST (Page 24)

#### Discussion:

Cr J Howard queried regarding the returning of funds in Item 12. Asking are they available for redistribution or will they become lost funds?

S Mason replied she didn’t think they would be lost but will check and confirm.

Cr P Rutherford expressed confusion regarding the Carnegie Library Memorandum of Understanding (MOU) recommendation and asked why is this an action point when has been done as per recommendation?

Cr M Montgomery replied there is currently discussion with the other group regarding this memorandum and should be dealt with later this month.

Councillor R Nahr noted she understands the Library is waiting for MOU to come to them and is moreso suggesting this action point be added to list and moved forward.

Councillor M Montgomery stated the memorandum could come to a full Council meeting.

Cr R Nahr spoke regarding Action Point 9, Victoria Square upgrade. Asked which task it was for May.

Mayor J Cleine clarified there was a two-stage process broken down over two years. One involving drainage and another stage.

S Mason to send email reminder of this.

Mayor J Cleine noted that due to covid and floods, progress on a number of points have been unable to be met.

S Mason agreed in stating that 25% of staff are off at any given time due to covid

**RESOLVED** that the Community, Environment & Services Committee receive the Action Points for information.

**DM S Roche Councillor/Cr J Howard**  
**10/10**  
**CARRIED UNANIMOUSLY**

**5. COMMUNITY-LED REVITALISATION FUND PROGRESS REPORT (Page 27)**  
**Discussion:**

As per Clause 9.9 of the Standing Orders

*"If justified by circumstances an agenda item may be withdrawn by the chief executive. In the event of an item being withdrawn the chief executive should inform the Chairperson"*

Item 5 has been removed from the agenda.

S Marsh advised an update will be provided in July 2022.

**6. REMAINING RURAL TRAVEL FUNDS (Page 28)**  
**Discussion:**

Cr M Montgomery explained reason for paper. There has been an adjustment within GST and confirmed the remaining \$1,700 can be carried across next year with the requirement that the full amount is used next year. This information has been received in writing.

Cr P Rutherford asked if we are confident the GST error has only occurred in this particular year and how did it happen in the first place? Why was it so late in the year being reported to committee?

S Mason replied with staff apologies, and this is only related to the fund that was discussed at this time.

Cr R Nahr requested that this be checked and requested clarification if these grants are GST excluded. S Mason will seek confirmation.

DM S Roche reiterated Cr P Rutherford's request to please also check if this is a one off or has it occurred for other years also.

An email will be sent to advise.

Cr R Sampson noted a lot may have gone to JAB and asked if they not affiliated to rugby union. If they are, they will be GST registered. Also, expressed disappointment that this has been carried over.

DM S Roche replied that generally all grants are not subject to GST.

Cr D Hawes asked if carried forward, when will it accumulate into next fund?

Cr M Montgomery advised that with staff away, they were currently unsure, and S Mason will advise via email.

Cr R Nahr noted sporting bodies are now unable to use funding for this year so need to apply for new funding. As they missed out this year and needed to cover travel costs, can this funding be applied to them now?

Cr R Nahr noted also, this is \$1700 and queried if can ensure we not spend the \$600 on advertising as we know the interested teams: JAB netball, hockey and soccer etc so can we just email them as opposed to advertising fully.

***RECOMMENDATION:** That the Community, Environment & Services Committee approves to carry the remaining amount of \$1,794 over to the next financial year and allocate the funds as part of the 2022/2023 Rural Travel Fund round.*

On CEO advice, it is recommended that this report be carried over for the May full council meeting to allow additional information and certainty from the financial department to be received.

**RESOLVED** that this paper be carried over until the May full Council meeting to allow additional information and certainty from the financial department to be received.

**Cr M Montgomery/Cr J Howard**

- 
- There being no further business the meeting concluded at **3.26pm**.
  - **Next meeting:** 3:00pm, Wednesday 13 July 2022, Clocktower Chambers, Palmerston Street, Westport.
- 

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

**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**13 JULY 2022**

**AGENDA ITEM 4**

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

**ACTION POINTS**

---

**1. RECOMMENDATION**

**That the Community, Environment & Services Committee receive the Action Point report for information.**

COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

**Outstanding** Action Points

No.	Meeting of:	Action Point	Responsible	Progress:	Update:	Date required by:
002	26 September 2018 (Council)	Revisit the <i>Buller District Council Class 4 Gambling and Totalisator Agency Board(TAB) Venue Policy</i> following the <i>Strategy to Prevent and Minimise Gambling Harm 2019/20 to 2021/22</i> coming into effect	Policy Advisor  Acting Group Manager Community Services	Commenced.Delayed.	The Policy Advisor was seconded into part of the Property Managers position while it was vacant. There has been further delays due to the flooding events as policy and works needed for this had to be prioritised.  Following works on the annual plan, the policy advisor will be able to return to normal duties and turn attention to this task.	<i>Draft to be finalised and reported to CESC by October 2022</i>
009	10 November 2021	Report to CESC on remaining budget and review of progress on VictoriaSquare upgrade	Acting Group Manager Community Services	Delayed	Ready Lawn (our contractors who completed stage 1) have advised that stage 2 will have to be done in the beginning of summer this year. Awaiting updated quotes to provide a report on remaining budget.  <i>Information circulated to councillors prior to meeting</i>	<i>July 2022</i>

0010	10 November 2021	Develop an alternative operating plan for seniors housing – update to be provided at each meeting	Acting Group Manager Community Services		<p>Meetings are well underway and have been taking place regularly with the selected steering group since late 2021. A contractor has been brought onboard to gauge feasibility in options available.</p> <p>A new option has been brought to light which could be a great solution for Buller. Initial discussions have been started with a 3<sup>rd</sup> party regarding selling the assets to the organisation however, we are in the investigation stages of this with staff finding information from other Councils who have completed the same thing. Our main priority is to ensure our residents will continue to be provided with healthy homes and be cared for.</p> <p>The last meeting to update the steering committee was Wednesday 19<sup>th</sup> May.</p> <p>Future steering group meetings can be brought ahead of CESC meetings so reports will be readily available</p> <p>This is an ongoing and sizable project, updates will be provided to CESC throughout.</p> <p>Should the 3<sup>rd</sup> party sale take place, the completion of this will not likely be for 3 years.</p>	July 2023
0011	10 November 2021	Report of DWC Stimulus Funding record of grants and loans	Group Manager Commercial & Corporate Services		<p>Finance team have not been able to action this due to staff shortages caused by departure, illness and COVID 19.</p> <p>Confirmed there will be an update for July 22 Report within CESC July Agenda</p>	July 2022

## **COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE**

**13 JULY 2022**

### **AGENDA ITEM: 5**

**Prepared By:** Rod Fox  
Group Manager Corporate and Commercial Services

**Reviewed By:** Sharon Mason  
Chief Executive Officer

**Attachment 1** Pre-Election Report

#### **PRE-ELECTION REPORT**

---

##### **1. REPORT PURPOSE**

A pre-election report is required to be produced by each local authority under section 99A of the Local Government Act 2002.

A pre-election report is a report that is required to be produced by the Chief Executive of a local authority that will enable voters to consider how well the Council has performed to date and promote discussion about the issues facing Council in the future. This will make it easier for people to vote at the upcoming elections in October for candidates whose priorities align with their own.

Section 99A (6) of the Local Government Act (2002) requires that a pre-election report must not contain any statement by, or photograph of any elected member, or any narrative produced by the Mayor/ Chairperson. This document complies fully with the Act in this respect.

##### **2. REPORT SUMMARY**

This pre-election report contains information that will enable the voter, to assess Councils past performance and also what it intends to do for the next three years after an election. The report includes:

- Financial statements for the 3 years preceding and 3 years following the election year (2022). Council has also included budgeted financial statements for the election year for continuity, although it is not required to do so by legislation.

- A report on compliance with Councils financial strategy set out in the 2021-2031 Long Term Plan. This includes comparison on limits on rates, rate increases, debt and returns on investments.
- Major projects planned for the 3 years following the election including rationale for the project, cost of the project, and any changes to projects and costings from those which were predicted in the 2021-2031 Long Term Plan.
- The report reflects the ongoing partnerships with central government and partner agencies towards building a more resilient Buller following on from the flood events over the past 12 months. There are significant strategic challenges and decisions for a new council to be made over the coming years

### **3. DRAFT RECOMMENDATION**

**That Committee receives the 2022 Pre-Election Report for information.**

### **4. CONSIDERATIONS**

#### **4.1 Strategic Alignment**

A pre-election report is required to be produced by each local authority under section 99A of the Local Government Act 2002.

#### **4.2 Significance Assessment**

This matter is not deemed significant under the Council's significance policy.

#### **4.3 Tangata Whenua Considerations**

The pre-election report reflects BDC partnership with Ngāti Waewae and the significance of having mana whenua voice and voting at committee meetings other than council.

#### **4.4 Risk Management Implications**

N/A

#### **4.5 Policy Framework Implications**

N/A

#### **4.6 Legal Implications**

No legal implications noted.

#### **4.7 Financial / Budget Implications**

N/A

#### **4.8 Consultation Considerations**

The report will be distributed publicly prior to the candidate nominations opening on 15 July 2022.

**BULLER**  
COUNCIL  
Māhira O Kawatiri

**VOTE**  
**2022**

**LOCAL ELECTIONS**



*Your vote  
matters!*

# Pre-election Report 2022

## Our governance structure

The elected Buller District Council consists of the Mayor and 10 councillors (including the Deputy Mayor). Council also has an Iwi representative who has voting rights at Council committee meetings. The Mayor represents the district at large, while the councillors cover the three areas of the district (referred to as wards).

Although the councillors have been elected from their respective wards, they have an obligation and a duty to represent the interests of the entire district. This can mean serving on one or more committees.

We also have a community board comprising four members covering the Inangahua community. The Council and the community board are elected every three years. The council is responsible for setting the overall direction of the district and the budget.

The council currently has four committees and 13 sub-committees. Some include all councillors and others include only a certain number of councillors.

### Partnership with Mana Whenua

Under the Crown's obligations arising from Te Tiriti o Waitangi, Te Rūnanga o Ngāti Waewae as mana whenua are engaged in the future direction setting for the West Coast and specifically the Buller District. Buller District Council resolved in May 2021, that one Iwi representative will have voting rights at Council committee meetings from 1 July 2021. The addition of voting rights was a logical step to further enhance Council and Iwi partnership and enhances decision-making across Council's wider cultural, social, economic, environmental and legal interests regarding its district obligations.



Toki Poutangata bridge opening  
Photo Nomad Audio & Video

# Contents

Our governance structure	1
About the pre-election report	3
Message from the Chief Executive Officer	4
Buller's unique challenges	7
<i>This is what we are up to</i> Major projects in progress	8
What's on Council's horizon	13
<i>A path we hold to</i> Our financial strategy	15
<i>This is where we are</i> Summary of our financials	17
Now it's your turn	20
Further reading	21

## Basis of preparation

Legislation does not require the pre-election report to be audited. However, the reader can take assurance that the information which has been taken from the Annual Reports and Long Term Plan can be directly verified to these documents should the reader wish to do so. All Annual Reports and Long Term Plan have already been audited.

Information has also been used from the 2020/2021 Annual Plan.



Cover photo Punakaiki,  
Pancake Rocks and Blowholes



# About the pre-election report

**The aim of the 2022 pre-election report is to give our community sufficient information to debate and discuss the key issues facing our district for the upcoming Council elections in October 2022.**

In this report you will find Council's current financial position and the key issues and major projects that Council is working on and plans to deliver over the next three-years.

This report will help voters to choose the candidates you believe have the skills and expertise to shape the district you want to live, work, and play in.

This document will enable you, the voter, to assess Council's past performance and understand what is on Council's horizon over the coming three-years.

## What's in this report?

Every chief executive officer of a local territorial authority must produce a report that helps voters to consider how well Council has performed and give an overview of the issues facing Council in the future.

Section 99A of the Local Government Act 2002 requires that a pre-election report must not contain any statement by, or photograph of any elected member, or any narrative produced by the mayor or chairperson. This document complies fully with the Act in this respect.



**Buller River**

Photo Nomad Audio & Video

# Message from the Chief Executive Officer

**Whether you are standing for the Buller District Council, or preparing to vote, there are some important things to consider ahead of this year's local government elections.**

The Buller District is a fantastic place to live, play and work. However, the past 24-months has seen the district feeling the impacts of climate change through two extreme weather events. Two significant floods have rattled our district, resulting in significant damage to Council's infrastructure, assets like the port and airport, and displaced community members from their homes.

Buller District Council has worked in partnership with central government agencies to address the enormous financial impact created through the floods, recognising the unaffordability for the small rate payer base in our district.

This partnership resulted in Council receiving \$8 million financial support from Cabinet through National Emergency Management Agency (NEMA) and Department of Internal Affairs (DIA). This funding has supported the initial flood recovery efforts following the July 2021 event.

Combined, the July 2021 and February 2022 floods resulted in an extensive programme of work to repair essential Council infrastructure to pre-flood levels. The price tag is significant and cannot be funded by Council alone.

A business case requesting assistance with these costs was submitted to NEMA in April 2022 and considered by Cabinet in June 2022. The funding request sat outside normal government policy and reflects the uniqueness of Buller's socio economic position.

Cabinet endorsed the business case and funding request and committed an additional \$10 million (outside of normal government policy) to fund infrastructure repairs to support Buller's ongoing flood recovery.

In addition, Council is working with the West Coast Regional Council (WCRC) and central government agencies to develop a multi tool approach to improve Westport's resilience to future flooding.

These are significant and complex projects over a multi-year period that will require considerable input from all parties involved to achieve the outcome we all desire.

The flood events have sharpened our focus on ageing Council infrastructure, roading networks, climate change



**The flood events have sharpened our focus on aging Council infrastructure, roading network, climate change challenges, environmental degradation, and limitations in housing.**

challenges, environmental degradation, and limitations in housing.

Council has been focusing on shaping the future, which is the theme of our current 2021-2031 Long Term Plan. We focus particularly on climate change adaption, understanding Council carbon emissions, and put a strong focus on economic development through a clear strategy.

In November 2020, Council approved an Environmental Improvement and Prosperity Strategy (EIPS) for the Buller District.

Since May 2021, over \$2.3 million of external funding has been secured to deliver environmental improvement projects within the district, including landscape

scale weed control, nature connection and science programmes for our tamariki and rangatahi, wasp biocontrol, and waste minimisation from construction and demolition. As well as the significant environmental benefits related to these projects, the funding has also created six full time equivalent Buller-based jobs with further employment opportunities likely to be created in the future.

Council's EIPS, which recognised the importance of developing strategic partnerships and alliances across various local, regional, and national organisations, has led to a strategic partnership between the Buller District Council and Tai Poutini Polytechnic to develop a Westport-based Conservation Learning and Employment Hub.

In conjunction with this, a flagship restoration project will be established to engage learners, as well as potential sponsors and funders, and demonstrate conservation and restoration mahi in tangible ways.

Future steps to realise the full potential of the EIPS include undertaking a scoping study or situation analysis specifically for the Buller District.

Although the EIPS was designed with conservation outcomes in mind, it is inherently flexible and will

contribute towards achieving the four community wellbeing goals: social, cultural, economic, and environmental.

We are working in partnership with Iwi and public private commercial opportunities to enhance and increase population growth in Buller.

Buller GDP is traditionally reliant on extractive industries but throughout the pandemic our district experienced a domestic tourism boost, welcomed back immigrants, and grew through city-dwellers settling down in our beautiful district. These developments have contributed to Buller's positive GDP growth, bucking the national trend.

The Buller District's GDP grew 15% in the year to March 2022. In the year ending December 2021, the Buller's GDP increased by 12.3%. This ranked the district as the second fastest growing district in the country twice in a row.

Consumer spending has been up by 10.2% for the year ending March 2022 compared with the same period in 2021. This is above the national average of 6.1%, and 7.6% on the West Coast.

Total tourism expenditure in the Buller District increased by 9.8% in the year to March 2022. The growth has more than counterweighted the loss of international visitors



Buller Council is a key participant in the Tai Poutini One District plan. This means that each of the district councils on the West Coast participates in preparing a combined district plan covering the whole of the West Coast.

highlighting how well Buller attracted New Zealanders throughout the pandemic years.

The number of residential building consents rose over the past 12-months by 94% compared with the previous 12-month period.

In the year to September 2021, house values in Buller sky-rocketed by 34%, causing ordinary houses to be sold for extraordinary prices.

COVID -19 has hit the economic and social wellbeing of parts of our communities very hard, including some that were already vulnerable. Combined with the significant flood events, our community has had to dig deep into the famous West Coast resilience.

Buller District Council is a key participant in the Te Tai o Poutini Plan (One District Plan for the West Coast). This means that each of the councils on the West Coast participates in preparing a combined district plan covering the whole of the West Coast. The combined plan determines how natural resources are managed and used. This includes:

- Reserves and outdoor amenities
- Town and rural environments
- Minerals and mining
- Hazardous substances
- Landscapes and habitats.

The draft plan has been endorsed by the TTPP governance group and released for public consultation.

## BULLER DISTRICT ECONOMIC HIGHLIGHTS

### Buller District's GDP

↑ **15%**

In the year to March 2022

### Consumer Spending

↑ **10.2%**

For the year ending March 2022

### Tourism Expenditure

↑ **9.8%**

For the year ending March 2022

### Residential Consents

↑ **94%**

Compared with the previous 12 months

### House values

↑ **34%**

In the year to September 2021

Buller is impacted by the raft of central government reforms ranging from the Three Waters Reform, the reviewing of the Resource Management Act, Climate Change Adaptation Plan, and the Future for Local Government Review. The impacts of each of these reforms on our district is not yet fully understood. What we do know, is that the new Council will engage in significant strategic discussions and decisions in the coming years.

Prior to the flood events our district was well placed with our infrastructure work programme successfully delivered. Council successfully sought funding through the Provincial Growth Fund to invest into key strategic assets such as the port and airport and encourage new business to the Buller District. This approach has created more jobs locally and contributed towards Buller's economic indicators growing positively for the first time in 10-years.

Council has worked hard to control costs and keep up our level of service. Rates have increased to reflect the cost of providing water infrastructure, setting funds aside for preparing to adapt to climate change and ensuring Council has appropriate technology and information technology in place.

Our costs are rising rapidly with inflation at a three-decade high, fuel prices at record levels, interest rates rising rapidly and ongoing disruption to global supply chains. Whilst some of these pressures might ease over time, many of the inflationary impacts such as higher wage costs will permanently increase our cost base.

These pressures mean that just balancing the budget in each year of the council term will be challenging.

Steering a path through these uncertain times is demanding and challenging for each of our elected members. It is a journey not for the faint hearted. However, Buller has the foundations in place and strong relationships with Iwi, regional and central government partners which will make a meaningful difference and allow the district to keep on the positive trajectory.



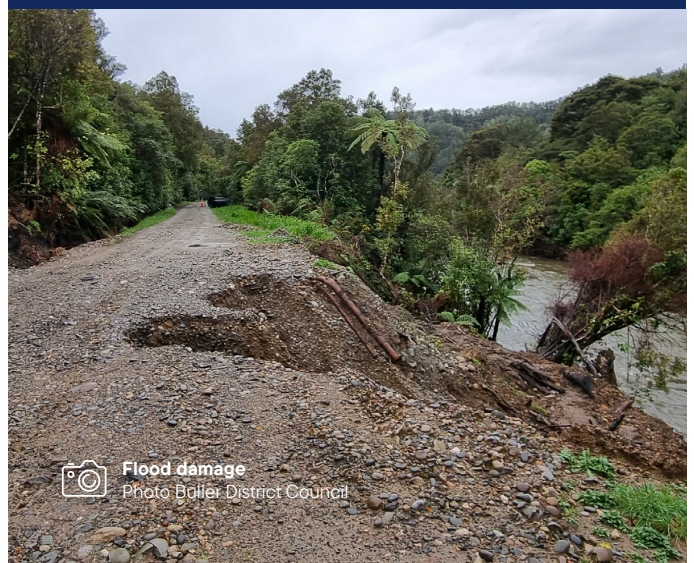
**Sharon Mason**  
Chief Executive Officer  
Buller District Council

## Buller's unique challenges

**The Buller District has its own unique challenges which influence Council's direction and the services that are delivered to the community.**

- › The district covers a huge area, has a low number of ratepayers, and is prone to high rainfall, floods, slips, and earthquakes, resulting in impacts on roads, drainage, and civil defence. These challenges make it expensive to deliver services.
- › The district needs to develop a multi tool approach to respond to extreme weather events.
- › Rates review – Buller has a rating model which needs to be refreshed.
- › We have an ageing population.
- › Buller has a low decile rating base with many on low fixed incomes.
- › We need to attract more people to live and work here to share the cost of services through rates.
- › Buller must diversify its economy.

Many other costs are rising – insurance costs, costs attributed to the One District Plan, and the Consumer Price Index.



 **Flood damage**  
Photo Buller District Council

# This is what we are up to

## Major projects in progress

There are several projects planned for the three years following Council elections in October. These include projects from the 2022-2023 Annual Plan and projects highlighted in the 2021-2031 Long Term Plan, as well as additional flood recovery work.



A town on the sea

### The Westport port and Kawatiri dredge

The Westport port is a strategically important asset that can generate economic growth through a sound strategy. Based on community feedback, Council ring-fenced the port and manages the port as a stand-alone business.

Council received \$4 million funding to renew the Westport Fishing Asset and \$3.3 million from the Buller District Port Package through the Provincial Growth Fund. This project will be completed late in 2022. Central government have announced further funding to dredge the harbour and repair the flood damaged wharf. This funding ensures that the port can provide the infrastructure required to attract and maintain future business. The investment has resulted in exciting business opportunities for our district, specifically shipping mineral sands out of Westport Port and the inclusion of BDC as a strategic operational partner to a Shipping Alliance.



### Waimangaroa Water supply

Councillors agreed to upgrade the Waimangaroa water supply, spending up to \$2.3 million in the 2021-2022 financial year. After this decision the weather event in February 2022 caused significant damage to the access road and trunk main. The project has been revised and Council chose to reinstate the supply and replace the trunk main, committing up to \$2.3 million including costs to date.



Getting back on our feet

## Flood recovery

After the initial response to the state of emergencies in July 2021 and February 2022, we have worked closely with external agencies to secure funding for our district's recovery.

This funding has enabled Council to establish a wide network of community support with the Community Hub as the centre piece. Large funding packages for reinstatement of damaged infrastructure formed the other part of Council's funding requests. The infrastructure repairs are significant encompassing our road network, waste management facilities, the Westport port and three waters assets.



Te Tai o Poutini Plan

## One District Plan

The Local Government Commission made a decision to transfer responsibility to draft a district plan for the three West Coast districts to the West Coast Regional Council. Work on the Te Tai o Poutini Plan continues and the exposure draft for the Te Tai o Poutini Plan has been out for public consultation. It is anticipated the draft plan will be notified in July 2022. Council will actively engage in the consultation process to enable a district plan that supports and achieves our district's vision and community outcomes.





Be better with our assets

## Property rationalisation

The property rationalisation project aims to identify under-utilised land and property owned by Council and divest it if there is no strategic value. The first group of properties is targeted to be sold by the end of June 2022, with a second group being sold by December 2022. The final group of properties is planned to change ownership over the next four years.



The power of data

## Information management

Information management remains a priority for us to provide more accessible information to ratepayers, and to better aid decision-making. A budget of \$542,000 was allocated to this project over three years, with expected implementation and completion in 2022/2023. Better information management will make data such as property details more readily available, improve customer service and increase efficiency. The information management project is well underway and expected to be delivered by March 2023.



## Externally funded projects

In addition to the port funding provided from the Provincial Growth Fund, Council has received external funding for the following projects in 2020-2021. These projects are still underway and will be completed in the 2022-2023 financial year with the exception of the Temporary Village Alma Road:

- Westport Trunk main to town
- Westport Trunk main Terrace Section
- Punakaiki Trunk main renewal
- Temporary Village Alma Road





Adapting to the future

## Climate change adaption

Council's focus will remain to prepare the district to adapt to climate change over the coming years. The flood events have highlighted the need for some difficult conversations with the community around climate change and adaptation as the effects are being felt here and now. A climate change adaptation strategy will be developed in consultation with our community. We adopted a staged approach to spread the cost of \$315,000. Council will take a balanced and science based approach as we develop a plan. The first stage is formulating a project plan followed by identifying key stakeholders in the third quarter of 2022.



Unfinished business

## The Rates Policy review

The Rates Policy Review started in 2014 with three community consultations carried out to date. Council has determined that more work needs to be done. Work on the rates policy will continue, with additional funding included in the 2022/23 annual plan to engage external support to assist council with next steps in a review process. Community consultation will occur before a new policy is adopted.



## Infrastructure Acceleration Fund

Housing stock is a key challenge for the district, particularly rental accommodation, pensioner housing and opportunities for local first time homebuyers

Early in 2021, central government announced the Infrastructure Acceleration fund (IAF) – a condensable fund of \$1 billion to accelerate local authorities to deliver housing outcomes.

Buller District Council (BDC) submitted an application to the fund in June 2021 and was successful in moving through the Expression of Interest (EOI) stage and subsequently the Request for Proposal (RFP) stage and has now entered the Negotiation phase of the IAF process.

At a high level BDC's application is to provide trunk infrastructure (three waters and roading) from SH67 through to the top end of Alma Road, the total budget applied for (and capped at) is \$13,502,372. By accessing the fund, Council will be able to enable the build of up to 400 new houses over a twenty year period.

## PLANNED MAJOR CAPITAL PROJECTS

(\$000)	ANNUAL PLAN	LONG TERM PLAN 2021-2031		
	2022/2023	2023/2024	2024/2025	2025/2026
<b>Support Services</b>				
Information management project (total project budget \$545k)	219			
<b>Community Services</b>				
Reefton pool: resurface existing main pool, construct/install a new lap hydrotherapy pool and upgrade filtration plant and pipework		407		
NBS Theatre: new HVAC system for theatre		364		
Carnegie library seismic strengthening	1,020			
<b>Community Facilities</b>				
Reefton service centre improvements	232			
Sue Thompson Casey Memorial library painting	230			
Roading and Transportation				
Local roads programme (72% Waka Kotahi funded)	2,227	2,513	2,605	2,615
Special purpose roads programme (100% Waka Kotahi funded)	1,504	1,072	736	758
District led urban revitalisation (2022/23 \$300k central government funded)	609	319		
<b>Solid Waste</b>				
Contracted refuse local reprocessor plant implementation			1,060	
<b>Sewerage</b>				
Westport sewer renewals and upgrades	755	655	913	755
Westport wastewater and sewerage pump station infrastructure upgrade and resource consent renewal	2,241			
Reefton sewer renewals and upgrades	226	161	143	167
<b>Water Supplies</b>				
Westport water renewals, upgrades, condition assessment and backflow prevention	856	878	1,538	1,470
Westport water supply: trunkmain connection into town	1,650			
Westport water supply: bridge for the Keoghans alternative supply access track				168
Reefton water supply chlorination	455			
Reefton water renewals, upgrades, condition assessment and backflow prevention	163	167	344	289
Little Wanganui new treatment plant			545	
Mokihinui new treatment plant			436	
Punakaiki new treatment plant and intake (assumed full central government funding)			2,214	4,523
<b>Stormwater</b>				
Stormwater upgrades and replacements, condition assessment, flood mitigation and waster/stormwater separation	380	490	634	543

## What's on Council's horizon

**Over the ten years of the 2021-2031 Long Term Plan, Council signalled a spend \$96.5 million on projects to maintain the quality of the essential services, to be compliant with new legislation, and to upgrade important facilities in our district.**

At the time of writing, Council is working in partnership with central government to address the challenge to fix significant parts of our infrastructure which was damaged in the July 2021 and February 2022 floods. A key consideration will be the Westport Water resilience project. During the February 2022 severe weather event the Westport Water Supply was significantly affected in terms of site accessibility, primary intake damage and surface catchment area deterioration. The impact has been an ongoing challenge to maintain sufficient raw water supply to the reservoir ponds to meet demand.

The total funding for the repair work is not yet quantified and fully understood. What we know is that to bring our infrastructure back to pre-flood levels, requires a substantial piece of work and will cost many millions of dollars. Once underway the work is anticipated to take up to 24-months to complete.

West Coast Regional Council, Buller District Council and Ngāti Waewae are working collaboratively building resilience of the Buller district from future flooding.

The Hon Nania Mahuta, Minister of Local Government asked BDC and the WCRC in February 2022 for a proposal for co-investment from central government to address the challenges and urgency we are faced with in protecting the Westport community from future flooding.

The co-investment proposal will be a multi tool approach including structural flood protection infrastructure and broader adaptation, mitigation opportunities, as well



Aerial view of rubbish from flood damage  
Photo Nómád Audio & Video

## Our 2021 – 2031 Long Term Plan is the guiding document for the Buller District and our vision is to shape our district.

as funding mechanisms and support with statutory frameworks.

The value asked from central government is \$45,462,500.

The additional costs and associated impacts related to the severe weather events have not been factored into Council budgets due to ongoing work between Council and external agencies to confirm the scope and funding. Future-dated budgets shown in this report are excluding additional flood related costs and income.

Our 2021 – 2031 Long Term Plan is the guiding document for the Buller District and our vision is to shape our district.

Despite the struggle of the last 12-months we have not lost sight of our Community Outcomes. Through projects such as the upgrade to the Reefton Pool we continue to improve the daily lives of our residents. Continuing from the 2021-2031 Long Term Plan, Council is recommitting to the district revitalisation programme as one of our significant strategic initiatives. District revitalisation aims to provide reliable, affordable services and infrastructure to create attractive, liveable towns and places in which people want to live, explore, and invest. We will persist to promote community wellbeing aligned with our social, cultural, economic and environmental indicators.

We are committed to keep focus on key strategic areas. One of these is working in partnership with other agencies to utilise growth opportunities and to support long term sustainable business in Buller.

Taking the last few months into account, we had to refine our focus to accommodate the unforeseen financial and impacts of the severe flooding events.

Council has approved \$7 million extra short-term loan funding to be available to bridge the gap between extra



flood costs being incurred and the receipt of funding, as Council is paid on a reimbursement basis for these expenses. This extra loan, external funding for flood recovery and the capital reinstatement costs are not included in future budgets. The reason for excluding the additional income and costs is because the value is not yet quantified.

We have been challenged but we are committed to delivering the projects in our 2021-2031 Long Term Plan, along with the large-scale flood recovery projects.

Overlaid with the impacts of Covid-19, central government reforms, climate change and limitations in housing, the district is facing a unique set of challenges going forward. It is a demanding task but it also provides an extraordinary opportunity to build a better Buller for the future.

# A path we hold to Our financial strategy

**The overarching aim of Council's financial strategy, set out in our 2021-2031 Long Term Plan is to ensure that rates remain affordable to the average ratepayer and that net borrowings are financially sustainable, while continuing to provide the community with reliable infrastructure and community facilities.**

Another aspect of the financial strategy is to seek new economic activity along with external investment opportunities and external funding options to reduce reliance on rates.

## Challenges along the way

The past 12 months have seen added challenges to Buller's economy with the impact of Covid-19 and two significant weather events, which required us to adjust our course.

We approached these unforeseen events by keeping track of our financial strategy. Controlling costs while maintaining our level of service remains a priority. Engaging in significant strategic discussions and decisions particularly at central government level to promote new economic or funding opportunities for the district has been a key focus.

Ongoing development of strategic partnerships and alliances across various regional and national organisations is another key stone we hold on to.

Key points of our financial strategy are:

1.

### Maintain quality services

Expenditure to be adequate to maintain existing services and to maintain the quality and avoid deterioration of assets and capacity. Additional expenditure will be considered if it improves resilience and reliability of Council's services and meets the current and future needs of the community.

2.

### Manage debt and costs

Manage debt and finance costs in a financially prudent manner. Council has set a net debt ceiling benchmark at \$25 million.

3.

### Allowance for rates increases

Allowing for rates increases for improvements in service delivery, core infrastructure and initiatives that may attract new economic activity in the district and support community wellbeing. Rates affordability is a strong consideration for our communities. Council has set a benchmark to keep rates increases within the long-range local government cost index of 2.2% per annum.

4.

### Look for other opportunities

Minimise Council's reliance on rates income by considering external investment opportunities and external funding options. Borrowing to facilitate these initiatives will be considered if this is consistent with Council's overall strategy.

## RATES AND DEBTS

		ANNUAL REPORT	BUDGET	
		2019/2020	2020/2021	2021/2022
<b>Rates levels and limits</b>				
Rates revenue	Actual	54%	33%	50%
	Limit	65%	65%	65%
Rates increases - Limit	Actual	4.7%	0.4%	6.7%
	Limit	2.4%	2.4%	2.2%
<b>Borrowing levels and limits</b>				
Net Debt (\$000)	Actual	13,761	12,968	21,707
	Limit	20,000	20,000	25,000
Debt servicing costs/total operating revenue	Actual	4%	2%	3%
	Limit	10%	10%	15%

## RETURN ON INVESTMENTS

		ANNUAL REPORT	FORECAST*	
		2019/2020	2020/2021	2021/2022
Investment	Target Return			
WestReef Services Ltd	To achieve a pre-tax operating profit of at least 12% (2018-2028 LTP), 10% (2021-2031 LTP) on gross revenues, before any subvention payments.	9%	11%	On track
Buller Recreation Ltd	Achieve budget and expenditure targets.	Met	Met	On track
Buller Holdings Ltd	Financial performance of the Group will be measured against the forecasts and KPI's in the approved Statements of Intent.	Met	Met	On track
NZ Whitebait Ltd	No target return required (this measure came in the 2021-2031 LTP, subsequent to the adoption of the LTP this venture did not proceed due to failure by NZL to achieve the private funding threshold required by Central Government)	na	na	na

\*based on March 2022 quarterly results

# This is where we are

## Summary of our financials

**The financial information contained in this report includes actual results for the 2019/2020 and 2020/2021 financial years from Council's Annual Reports. Planned results for 2021/2022-2025/2026 are sourced from Council's 2021-2031 Long Term. The exception is the 2022/2023 figures which are taken from Council's 2022-2023 Annual Plan.**

Since the adoption of the 2021-2031 Long Term Plan the environment has changed drastically due to both localised factors such as the adverse weather events, and the wider economic drivers such as inflation and interest rates. Inflation and interest rates have risen sharply in the last year and are much higher than forecast at the time of preparing the 2021-2031 Long Term Plan.

The increased borrowing costs and inflation pressures on Council's infrastructure and salary costs are reflected in the 2022-2023 Annual Plan. It is expected these increases will be carried on in future years.

At the time of preparing the 2022-2023 Annual Plan

Council was still working in partnership with central government to address fixing significant parts of our flood damaged infrastructure. The additional costs and revenue associated with the reinstatement work were not factored into our 2022/2023 budgets. These events took place after the adoption of the 2021-2031 Long Term Plan.

In 2019/2020 central government offered funding to assist with economic stimulus as part of the 2020 Covid recovery. Council successfully applied to several funds. This external funding was used for a variety of projects such as the Old Hector landfill seawall, Tidal Creek No 2 bridge replacement, NZ Libraries secondment funding, and the Westport Waterfront Redevelopment project amongst others.

A number of these projects were completed in 2020/2021 which shows in the financials. Some projects have rolled over into the 2021/2022 financial year, however, the revenue and costs associated with these projects are not included from 2021/2022 onwards as only business as usual is indicated in Council's Long Term and Annual Plans.



**Toki Poutangata bridge opening**  
Photo Richard Rossiter



## FUNDING IMPACT STATEMENT

(\$000)	ANNUAL REPORT		ANNUAL PLAN		LONG TERM PLAN 2021-2031		
	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
<b>Sources of operating funding</b>							
General rates, uniform annual general charge, rates penalties	8,833	8,711	9,615	10,309	11,107	11,405	11,390
Targeted rates	6,036	6,330	6,593	7,409	7,023	7,582	7,812
Subsidies and grants for operating purposes	3,308	10,118	3,241	2,953	2,935	3,191	3,291
Fees and charges	205	1,289	429	387	475	482	490
Interest and dividends from investments	1,937	1,736	1,449	1,735	1,443	1,435	1,522
Local authorities fuel tax, fines, infringements fees and other receipts	4,307	3,174	5,005	5,928	5,746	5,512	5,651
<b>Total operating funding</b>	<b>24,626</b>	<b>31,358</b>	<b>26,332</b>	<b>28,721</b>	<b>28,729</b>	<b>29,607</b>	<b>30,156</b>
<b>Applications of operating funding</b>							
Payments to staff and suppliers	19,199	26,238	23,511	22,506	22,112	22,979	22,614
Finance costs	1,202	1,015	818	1,408	845	815	890
Other operating funding applications	545	1,094	508	450	501	370	372
<b>Total applications of operating funding</b>	<b>20,946</b>	<b>28,347</b>	<b>24,837</b>	<b>24,364</b>	<b>23,458</b>	<b>24,164</b>	<b>23,876</b>
<b>Surplus/(deficit) of operating funding</b>	<b>3,680</b>	<b>3,011</b>	<b>1,495</b>	<b>4,357</b>	<b>5,271</b>	<b>5,443</b>	<b>6,280</b>
<b>Sources of capital funding</b>							
Subsidies and grants for capital expenditure	2,009	9,481	5,474	3,918	4,581	4,825	7,163
Development and financial contributions	76	31	52	53	54	55	56
Increase/(decrease) in debt	5,000	0	(230)	3,746	(320)	1,033	295
Gross proceeds from sale of assets	199	162	560	561	562	264	265
Lump sum contributions	437	435	35	35	37	0	0
Other dedicated capital funding	0	0	0	0	0	0	0
<b>Total sources of capital funding</b>	<b>7,721</b>	<b>10,109</b>	<b>5,891</b>	<b>8,313</b>	<b>4,914</b>	<b>6,177</b>	<b>7,779</b>
<b>Applications of capital funding</b>							
- to meet additional demand	0	0	0	0	0	0	0
- to improve the level of service	1,036	4,257	3,700	5,924	3,329	5,402	5,583
- to replace existing assets	8,554	10,548	7,095	8,531	6,645	6,976	6,445
Increase/(decrease) in reserves	(2,838)	(2,523)	(4,011)	(1,968)	1,055	(881)	1,346
Increase/(decrease) in investments	4,649	838	602	183	(844)	123	685
<b>Total applications of capital funding</b>	<b>11,401</b>	<b>13,120</b>	<b>7,386</b>	<b>12,670</b>	<b>10,185</b>	<b>11,620</b>	<b>14,059</b>
<b>Surplus/(deficit) of capital funding</b>	<b>(3,680)</b>	<b>(3,011)</b>	<b>(1,495)</b>	<b>(4,357)</b>	<b>(5,271)</b>	<b>(5,443)</b>	<b>(6,280)</b>
<b>Funding balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## SUMMARY STATEMENT OF FINANCIAL POSITION

(\$000)	ANNUAL REPORT		ANNUAL PLAN		LONG TERM PLAN 2021-2031		
	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
<b>Current assets</b>							
Financial assets (cash and term deposits)	20,879	20,648	16,410	13,931	15,711	14,805	15,488
Other current assets	4,812	10,436	6,038	6,223	6,316	6,517	7,048
<b>Total current assets</b>	<b>25,691</b>	<b>31,084</b>	<b>22,448</b>	<b>20,154</b>	<b>22,027</b>	<b>21,322</b>	<b>22,536</b>
<b>Non current assets</b>							
Financial assets (shares, loans, bond deposits)	19,639	19,931	20,404	20,216	21,243	21,366	22,051
Other non current assets	378,598	388,248	419,404	419,936	424,259	459,852	463,133
<b>Total non current assets</b>	<b>398,237</b>	<b>408,179</b>	<b>439,808</b>	<b>440,152</b>	<b>445,502</b>	<b>481,218</b>	<b>485,184</b>
<b>Total assets</b>	<b>423,928</b>	<b>439,263</b>	<b>462,256</b>	<b>460,306</b>	<b>467,529</b>	<b>502,540</b>	<b>507,720</b>
<b>Current liabilities</b>							
Public debt (overdrafts and borrowings)	10,000	16,774	313	142	328	390	399
Other current liabilities	6,803	13,073	7,918	7,728	7,486	7,699	7,598
<b>Total current liabilities</b>	<b>16,803</b>	<b>29,847</b>	<b>8,231</b>	<b>7,870</b>	<b>7,814</b>	<b>8,089</b>	<b>7,997</b>
<b>Non current liabilities</b>							
Public debt (borrowings)	21,774	15,000	36,807	38,888	36,160	37,130	37,415
Other non current liabilities	4,228	3,136	4,138	3,433	4,054	4,019	3,985
<b>Total non current liabilities</b>	<b>26,002</b>	<b>18,136</b>	<b>40,945</b>	<b>42,321</b>	<b>40,214</b>	<b>41,149</b>	<b>41,400</b>
<b>Equity</b>	<b>381,123</b>	<b>391,280</b>	<b>413,080</b>	<b>410,115</b>	<b>419,505</b>	<b>453,305</b>	<b>458,325</b>
<b>Total liabilities and equity</b>	<b>423,928</b>	<b>439,263</b>	<b>462,256</b>	<b>460,306</b>	<b>467,533</b>	<b>502,543</b>	<b>507,722</b>

# YOUR VOTE

# YOUR VOICE

## Now it's your turn

**Taking up a role as a Councillor is your chance to shape our district.**

The next triennial local government elections will be held on Saturday 8 October 2022, with voting for not only the Buller Mayor and Council (including the Inangahua Community Board), but also the Buller representatives on the West Coast Regional Council and Development West Coast.

By being an elected member, you can make a real difference in the crucial decisions about the Buller District's future resilience. You can help shape your community.

Councils and subcommittees play a critical role in supporting the resilience and prosperity of all our people, whānau and communities in Buller.

**For more information  
please visit:**

**[www.votelocal.co.nz](http://www.votelocal.co.nz)**

**[www.bullerdc.govt.nz](http://www.bullerdc.govt.nz)**

### KEY DATES FOR THE 2022 LOCAL BODY ELECTIONS

**15 July 2022**

Candidate nominations open and roll opens for public inspection

**August 2022 at 12 noon**

Candidate nominations close and roll closes

**17 August 2022**

Public notice of candidates' names

**16 – 21 September 2022**

Voting documents delivered

**4 October 2022**

Last day for posting vote by mail. After this date votes must be returned to Council's secure ballot boxes

**8 October 2022 at 12 noon**

Election day – voting closes midday

**8 October 2022 from 12 noon**

Preliminary results

**13–19 October 2022**

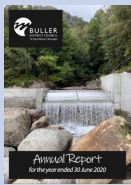
Declaration of results

**October/November 2022**

Elected members' swearing in ceremonies

## Further reading

If you are interested in more, the information in this report has been drawn from Council's reports and publications.



2019/2020 & 2020/2021 Annual Reports



### › Annual Report

Each Annual Report explains in greater detail what Council delivered compared to what it planned to do. It also compares what activities and services costed compared to what was budgeted for.



2021/2031 Long Term Plan

### › Long Term Plan

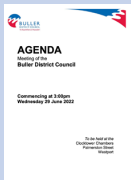
The Long Term Plan explains how Council intends to contribute to the community's well-being over the 10-years covered by the Plan.



2022/2023 Annual Plan

### › Annual Plan

The Annual Plan lets you know how Council's work is going to be paid for and any variance from the Long Term Plan.



Indicative Business Case

### › Indicative Business Case

The Indicative Business Case was drafted on behalf of the West Coast Regional Council and Buller District Council to seek central government assistance to improve Westport's flood resilience (see agenda page 100).



TTPP Proposed Plan

### › Te Tai o Poutini Plan (TTPP)

For more information for the Te Tai o Poutini Plan - One District plan go to [www.ttpp.nz](http://www.ttpp.nz).

Visit Council's website at [www.bullerdc.govt.nz](http://www.bullerdc.govt.nz)

or contact our customer services team on [info@bullerdc.govt.nz](mailto:info@bullerdc.govt.nz) to obtain access to these reports.

# MAKE YOUR VOICE MAKE A DIFFERENCE

**SHAPE YOUR COMMUNITY  
STAND FOR LOCAL GOVERNMENT**

**NOMINATIONS OPEN FRIDAY 15 JULY 2022  
CLOSING 12 NOON ON FRIDAY 12 AUGUST 2022**

**NO LATE NOMINATIONS WILL BE ACCEPTED**



*Old Ghost Road Track. Photo Richard Rositter*



**BULLER**  
DISTRICT COUNCIL  
Te Kaunihera O Kawatiri

## Your vote matters!

**You have one vote.** How you exercise that vote will ultimately determine the kind of leadership you as a resident or ratepayer get for the next three years. This document has been produced to help you vote for the people you think best offer the flexibility and experience to deal with the issues you care about and those facing our district.

### **Westport Office**

4-6 Brougham Street,  
PO Box 21, Westport 7866  
New Zealand

**Freephone** 0800 807 239

**Phone** 64 3 788 9111

**Email** [info@bdc.govt.nz](mailto:info@bdc.govt.nz)

### **Reefton Office & Library**

66 Broadway, PO Box 75,  
Reefton 7851, New Zealand

**Freephone** 0800 808 821

**Phone** 64 3 732 8821

### **Sue Thomson-Casey Memorial Library**

87-89 Palmerston Street,  
Westport 7825, New Zealand

**Phone** 64 3 788 8030

**[bullerdc.govt.nz](http://bullerdc.govt.nz)**

## **COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**13 JULY 2022**

**AGENDA ITEM: 6**

**Prepared by** - Mira Schwill  
- Communications & Community Services Officer

**Reviewed by** - Krissy Trigg  
- Acting Group Manager Community Services

### **COMMUNITY-LED REVITALISATION FUND PROGRESS AND COMPLETION REPORTS RECEIVED**

---

#### **1. MAY PROGRESS REPORTS**

Copies of the following reports are attached.

- Blacks Point Ratepayers Association
- Buller Cycling Club
- Carters Beach Reserve Sub-Committee
- Kaitiaki Mokihinui Charitable Trust
- Karamea Community Incorporated
- MENZ Shed
- Omau Domain Sub-Committee
- Waimangaroa Heart Project Group

#### **2. COMPLETION REPORTS**

Copies of the following reports are attached.

- Northern Buller Community Society

#### **3. DRAFT RECOMMENDATION**

**That the Community, Environment & Services Committee receives the correspondence for information.**

## **COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT**

**You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.**

**Date (month/year)**

May, 2022

**Name of your community group**

**Blacks Point Residents and Ratepayers**

**Name of your project**

**repairs and maintenance on the Blacks Point school grounds shelter shed/pavilion**

**Phone number**

**03 7328123**

**Email address**

**albol@kinect.co.nz**

**Project update since last project report or commencing the project**

**Activities**

**Complete (%)**

**Issues/highlights**

**Firstly we had a working bee with Blacks Point residents cleaning up the area around the shelter shed, removing the old guttering and trimming back some small trees and shrubbery.**

**A local contractor, Rosco, supplied a small digger with driver for several hours AT NO CHARGE to help remove matted tree roots from around the base of the building.**

**The shelter shed was then water blasted.**

**Several areas with rotted timbers have been mended with new timbers.**

**The roof has been painted, first with a rust inhibiting paint and then overcoat.**

**The building interior and exterior have been undercoated and then given two finishing coats of paint.**

Guttering has now been fitted.

#### Budget overview for project activities

Activity
Budgeted
Actual spent
Comments
Water blasting, timber repairs and painting...

**\$8,771 plus GST =\$10,086.65**

**guttering**

**\$1,162 plus GST=\$1,336.30**

**Planned activities until next progress report or finalising the project**

**Activities**

**Comments**

**Expected completion date**

**Budget**

**Still some minor work to be completed ... drainage to keep water away from the base of the building and the clearing of some foliage so the building doesn't get inundated with falling leaves and needles.**

**Hopefully by the end of June.**

**We may need some plumbing, i.e. plastic pipe.**

**We may ask our local tree man, Barry Smith, to clear some of the smaller trees away from the building.**

**I don't expect these additional tasks to cost any more than \$500, probably less.**

**Name Alun Bollinger**

**Signature**

Main contact: 03 7328123

**Send your completed report to:  
Buller District Council,  
PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*





6.1







## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

<b>Date (month/year)</b>	May 2022
<b>Name of your community group</b>	Buller Cycling Club
<b>Name of your project</b>	Victoria Square Pump Track
<b>Phone number</b>	027 246 0940
<b>Email address</b>	glenn@cglwl.co.nz

### Project update since last project report or commencing the project

Activities	Complete (%)	Issues/highlights
Completed weed matting of gravel banks	100	

### Budget overview for project activities

Activity	Budgeted	Actual spent	Comments

Planned activities until next progress report or finalising the project

Activities	Comments	Expected completion date	Budget
Complete planting of embankments	This is planned to take place in May	31/05/2022	\$5k

Name	Signature
Main contact: Glenn Irving	

Send your completed report to:  
**Buller District Council,**  
**PO Box 21, Westport 7866**  
**or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*





## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every third month to Council. For submission dates refer to Information for successful applicants. Failure to do so may result in further funding being withheld. Failure to progress the project as stated in the application may result in further funding being withheld.

Date	11.05.2022
Name of your community group	Carters Beach Reserve Subcommittee
Name of your project	Revitalisation of Reserve
Phone number	027 217 0846
Email address	cartersbeachsecretary@gmail.com

What have you done since your last progress report or commencing the project?

Past activities	Complete (%)	Issues/highlights
Ist report – February 2022	100%	The grant covers landscaping and picnic tables/seating area.
Volleyball court	100%	Volleyball court has been created and has been well used over the summer period. The net will be taken down over the winter months and re-erected next summer
Rocks for landscaping	100%	Rocks have been supplied courtesy of Avery Bros. These have been placed and are ready for plants to go in and around them.
Planting	80%	A wide range of plants have been purchased and are currently in storage – awaiting planting day in late May 2022
Painting rotunda	100%	The rotunda seems to be getting a lot more use since it has had a makeover. General feedback from the community is that they love the colours chosen

### Budget overview for past activities

Item	Budget	On track? (Yes/No)	Comments
Painting of rotunda	\$600	Yes	Work completed
Placement of rocks	\$1000	Yes	Work completed
Volleyball court	\$300	Yes	Work completed

Purchase of picnic tables x 2	\$3800	Yes	These are being made and will be delivered soon. They will need to be installed and secured.
Purchasing of plants	\$1300	Yes	All plants have been purchased now and are awaiting planting day

#### What are you planning to do until your next progress report?

Flooding, Civil Defence, Covid delays impacting ourselves and provision of all services. This has caused delays in securing start dates for all planned work.

Man power and West Reef are extremely challenged to meet non urgent jobs.

Planned activities	Issues/highlights	Expected completion date
Petanque Court	Awaiting builder availability – plans have been drawn up; budget created, awaiting builder availability	3 – 6 months
Picnic tables	<p>2 large macrocarpa/steel tables sourced from Christchurch company – these are large picnic tables that will be placed close to carparks for those that struggle with mobility.</p> <p>5 pinus radiata picnic tables donated material from Mitre 10; we will use revitalisation funding to pay for Mens Shed to build</p> <p>Tables need to be built and then WestReef need to be available to secure them to concrete pads so they don't get stolen</p>	3- 6 months
Landscaping	Working drawings to provide visual information to BDC and local community have been done by Lincoln student and local landscape architect. Plants have been purchased. Need to spray some areas to knock back grass. Planting day planned for end of May 2022	1 – 2 months

#### Budget overview for planned activities

Item	Budget	On track? (Yes/No)	Comments
As above – all items have been accounted for and budgeted for. Treasurer Pat Dudley presents treasurer's report at each meeting so we know that we are on track financially			


Name	Signature
Main contact: Cody Frewin, Secretary	

**Send your completed report to:**  
**Buller District Council,**  
**PO Box 21, Westport 7866**  
**or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*



## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

Date (month/year)	29 April 2022
Name of your community group	Kaitiaki Mokihinui
Name of your project	Bridge repairs
Phone number	03 782 1813
Email address	mok.valley@gmail.com

### Project update since last project report or commencing the project

Activities	Complete (%)	Issues/highlights
Applying to Lotteries Community Facilities for funds to build swingbridge.	100%	We missed the March 2 deadline by 12 hours and were not allowed a waiver. We will now wait until the next round opens. In the meantime a senior Lotteries officer is putting time aside to look at our application to ensure it meets all the application requirements. This officer has given us hope for success.
Applied to Lotteries' Minister's Discretionary Fund for swingbridge build	100%	Application is through a discussion with a Lotteries' officer in the first instance. We were told that the discretionary fund is not for capital works as the fund amounts to only a few thousand dollars, to help out small projects.

### Budget overview for project activities

Activity	Budgeted	Actual spent	Comments


**Planned activities until next progress report or finalising the project**

<b>Activities</b>	<b>Comments</b>	<b>Expected completion date</b>	<b>Budget</b>
Applying to Lotteries Community Facilities for funds to build swingbridge.	Applications open in July, our application is mostly complete.	Decision by lotteries on application in September.	

<b>Name</b>	<b>Signature</b>
Main contact:	

**Send your completed report to:**

**Buller District Council,  
PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*



### COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

Date (month/year)	May 2022
Name of your community group	Karamea Community Incorporated (KCI) Registered CT CC56327
Name of your project	Rata Reserve Project – Bridge Street, Karamea
Phone number	027 211-4294
Email address	daves.lyttelton@xtra.co.nz

#### Project update since last project report or commencing the project

Activities	Complete (%)	Issues/highlights
Obtained Quotes From Native Plant Suppliers.	100%	Since last progress report we have placed confirmed orders from two Native Plant Suppliers for the purchase of approximately 2,000 native plants, grasses, shrubs and trees. Total Cost will be \$9,928.86 (GST Exc).

#### Budget overview for project activities

Activity	Budgeted	Actual spent	Comments
Now entering final stage for completion at which time full completion report to be forwarded to BDC in due course.			Initial total budgeted cost was \$82k (GST Exc). Overall project is likely to cost less than \$45k (GST Exc). Attach updated Budget and Funding Summary.

--	--	--	--

**Planned activities until next progress report or finalising the project**

Activities	Comments	Expected completion date	Budget
Native Planting	We will be commencing our first planting day on Saturday 7 <sup>th</sup> May. We expect a good turnout from the Community.	30/06/22	\$15,000
Picnic Tables (2)	Requested quotes for two (2) Macracapa 2.5M tables and bench seats for picnic areas.	30/06/22	\$7,000
Entranceway/Signage	Create an entranceway structure and install Rata Reserve Signage.	31/07/22	\$2,000
CLDP/DIA Update	We recently sent to DIA an updated Budget and summary (copy attached) to confirm final funding from them which was initially approved early last year.	15/05/22	

Name	Signature 
Dave Sanders	Chairman – Rata Reserve Project

**Send your completed report to:**

**Buller District Council,  
PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*



## Rata Reserve Overall Budget (GST Exc)

Updated 27th April 2022 based on GST Exc

Cost Item	Brief Description	GST Exc	GST Exc	Notes
		Budget	Actual	
Legal Costs	Fees associated with land status	\$ 1,800.00	\$ -	Zero Cost
Site Survey	Completed Survey Report	\$ 5,000.00	\$ -	Zero Cost
Compliance/Consultancy Fees	Resource Consents/Engineer Report/Traffic Plan	\$ 10,000.00	\$ -	Zero Cost
Earthworks/Development Costs	Clear site, contour land, pathways, car park, boardwalk	\$ 30,000.00	\$ 18,000.00	Track Cost
	Crushed limestone gravel for pathways		\$ 1,940.00	Site Clearance
Picnic Tables	2 x Macrocapa 2.50M Picnic Tables and Benches	\$ 4,000.00	\$ 5,803.00	Actual Quote
Fencing	Install new fencing around boundary	\$ 2,000.00	\$ -	Not needed
Native Plants	Please refer attached quotes from Cave House and CSK	\$ 15,000.00	\$ 9,928.87	Actual Quotes
BDC Consent for Signage	Our Reserve Signage requires Consent/Permit	\$ 2,000.00	\$ 2,000.00	Budget
Signage/Entranceway		\$ 5,000.00	\$ 5,000.00	Budget
Contingency	Based on 10% of \$72k	\$ 7,200.00	\$ -	Refer Next Page
<b>Estimated Total Project Costs (GST Inc)</b>		<b>\$ 82,000.00</b>	<b>\$ 42,671.87</b>	

## Summary of Funding

<b>BDC Funding Summary</b>		
BDC Community Revitalisation Fund		\$ 25,000.00
Less split payment from BDC for track cost	GST Inclusive	\$ 11,500.00
Balance for Signage/ Entranceway	Surplus allows for any contingencies and refund to BDC	\$ 13,500.00
<b>CLDP Funding Summary</b>		
CLDP Grant		\$ 15,000.00
Less site clearance cost 07/21	GST Exclusive	\$ 1,940.00
<b>Balance</b>		<b>\$ 13,060.00</b>
Request for payment of track costs	GST Exclusive	\$ 8,000.00
Request for payment of Native Plants	GST Exclusive	\$ 9,928.87
Request for payments of Picnic Tables		\$ 5,803.00
<b>Net Amount From CLDP to Fund</b>		<b>\$ 10,671.87</b>
<b>Summary of Track Costs</b>		
BDC	GST Exclusive	\$ 10,000.00
CLDP to be confirmed as above	GST Exclusive	\$ 8,000.00
		<b>\$ 18,000.00</b>



## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

<b>Date (month/year)</b>	May 2022
<b>Name of your community group</b>	Westport Menz Shed
<b>Name of your project</b>	VRF0040 Revitalisation New Workshop
<b>Phone number</b>	0275474370
<b>Email address</b>	westportmenzshed@gmail.com

### Project update since last project report or commencing the project

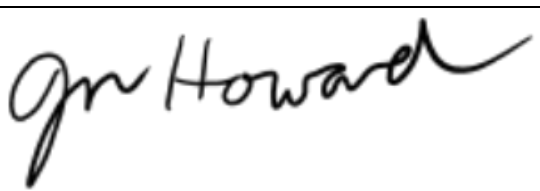
Activities	Complete (%)	Issues/highlights
roofing iron being installed	100%	Recycling of donated iron. Now weatherproof providing extra workspace.
Exterior cladding	80%	
Flashing and gutters	10%	
Overall	85%	Progress impacted by work on community projects including TAS housing. COVID impact with members isolating/ 2-week closure.

### Budget overview for project activities

Activity	Budgeted	Actual spent	Comments
Construct engineering workshop	\$12,500	\$12,442.82	Most materials purchased. Budget almost fully spent.

### Planned activities until next progress report or finalising the project

Activities	Comments	Expected completion date	Budget
gutters and flashing	To be completed	July 2022	Materials already purchased; extras will be from Menz Shed funds
line exterior	To be completed	July 2022	Iron put aside.
Door's installation	To be completed	July 2022	Doors in storage
apply for funding/sponsorship for electrical work	needs to be done prior to interior lining (lining material purchased and being stored.)	September 2022	Additional expense outside RVF application, will seek external funding.

Name	Signature
Main contact: Joanne Howard, Treasurer	

Send your completed report to:  
**Buller District Council,**  
**PO Box 21, Westport 7866**  
 or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020.*

*Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*

Progress on Menz Shed BDC Revitalization Project, 28 April 2022.





The members have completed installing roofing iron. Most of the walls have been clad. There is still flashing and guttering to install.

WE will be seeking external funding/sponsorship for the electrical wiring/connection and painting of building. It may be 6 – 9 months before internal lining can be installed depending on the electrical work.

It is already providing storage space for materials and timber racks. Once it is fully clad it will provide extra working space even though internal fitout is still to be completed.

Steady progress has been made considering that members spent 70 hours working on the TAS houses and COVID impacted attendance and involved a fortnight's closure due to infection and close contacts.

As the balance shows, funding is almost spent. We expect to achieve our objective, being shed construction, within budget.



## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

Date (month/year)	May 2022
Name of your community group	Omau Domain Subcommittee
Name of your project	Relocate turnaround and parking, landscape, provide table/seat
Phone number	027 280 9300
Email address	richard@jbt.co.nz

### Project update since last project report or commencing the project

Activities	Complete (%)	Issues/highlights
Site works by WestReef	100%	
Landscaping, new amenities, fencing and signage	0%	Adjacent track to Gibson's Beach subsided and needs to be remediated first. Kawatiri Coastal Trail advised it wanted to go across the domain and it was agreed both parties would work together. KCT recently got its resource consent and work will be undertaken on the trail over the next 2-3 months. The Subcommittee is working with KCT on the details.

### Budget overview for project activities

Activity	Budgeted	Actual spent	Comments
WestReef	\$10,390	\$10,390	Completed
Balance of project	\$12,140	\$0	To be commenced

## Planned activities until next progress report or finalising the project

Activities	Comments	Expected completion date	Budget
Landscaping, amenities etc	<p>KCT has recently got its Resource Consents from BDC and WCDC to construct the section of trail from Cape Foulwind Road to Lighthouse Road western end, including along the domain. Construction started last week on this section, expecting completion in June.</p> <p>Omau Domain will contribute to the KCT project with the remaining funds to go towards the landscaping and amenities.</p> <p>KCT will also be repairing and restoring access to Gibsons Beach and will be seeking financial assistance from the Omau Domain, BDC and DOC.</p>		

Name	Signature
Main contact: Richard Niederer	

Send your completed report to:  
 Buller District Council,  
 PO Box 21, Westport 7866  
 or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)

The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



## COMMUNITY-LED REVITALISATION FUND PROJECT PROGRESS REPORT

You are required to provide written progress updates every three-months. For submission dates refer to Information for successful applicants.

Date (month/year)	Work completed on 2 <sup>nd</sup> July 2022
Name of your community group	Waimangaroa Heart Project Group
Name of your project	Waimangaroa Heart
Phone number	
Email address	connscreek@gmail.com

### Project update since last project report or commencing the project

Activities	Complete (%)	Issues/highlights
Garden and Steps	100%	Steps built from found item (Fox River Bridge timber which washed up on Waimangaroa Beach) so cost \$nil Rocks sourced locally at quarry Plants – all natives - sourced locally from Granity Mulch from local supplier Timber and materials from local suppliers Help from WestReef with road safety cones etc was given and appreciated
Tables built and set into place	100%	Timber sourced locally, built during lockdown 100hrs volunteer labour
Working Bee for Stage 1: tables and garden	100%	Completed on 2 <sup>nd</sup> July 2022 Also were provided safety vests to borrow from Love Kawatiri Also provided a wooden planter box with fruit and herbs from Love Kawatiri Also provided safety netting from Buller Cycle Club on loan Waimangaroa Fire Brigade ran a free sausage sizzle A full day use of a small digger and a tractor was provided from local volunteers 30 volunteers helped and provided 200hrs volunteer labour over one day

## Budget overview for project activities

From the original funding request:

Activity	Budgeted	Actual spent	Comments
<ul style="list-style-type: none"> <li>• hard structures to be put in place</li> <li>• planting to do</li> <li>• planting medium to buy</li> <li>• mulch to buy</li> </ul>	\$2,500 \$4,000 \$2,500 \$1,500	TBC	Did not use planting medium in the end as the soil there was sufficient for natives.
<ul style="list-style-type: none"> <li>• community tables to be built</li> </ul> No cost to this budget Donated materials = \$200	NA	NA	Cement to fix into place used from garden budget
Check Before you Dig		TBC	Awaiting invoice from CheckB4UDig. This was for locating fibre optic cables so garden could be built safely, cost from garden budget.

## Planned activities until next progress report or finalising the project

Activities	Comments	Expected completion date	Budget
Hard Structures including Planter boxes, more seating to do	These other activities will be completed at a later stage, hopefully within the next 5 months		
Artwork to install			
Local feature to install			

<b>Name</b> Lynn Brooks, Jeni Greenland, Jendy Price and Bev Morrow	<b>Signature</b>
Main contact: Lynn Brooks and Bev Morrow	

**Send your completed report to:**  
**Buller District Council,**  
**PO Box 21, Westport 7866**  
**or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*





## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.

Name of your community group: Northern Buller Communities Society - The Lyric Theatre

Name of the project: VRF0037 (Signs & Landscaping) & VRF0044 (Gazebo)

Funding round: \_\_\_\_\_ (month /year)

Amount received: \$6650

When was the project started? Jan 2022 When was the project finished? May 2022

What were the outcomes of your project and how did it benefit the community?

VRF0037 WE NOW HAVE COMPLETED THIS PROJECT. IT HAS ENABLED US TO HAVE A WEATHER PROOF NOTICE BOARD TO ADVERTISE UPCOMING THEATRE AND COMMUNITY EVENTS. IT LOOKS PROFESSIONAL AND HAS BEEN PLEASINGLY LANDSCAPED TO FIT NICELY WITH THE THEATRE

VRF0044. THIS PROJECT IS NOW ALSO COMPLETE. AN ATTRACTIVE GAZEBO THAT BLENDS IN WITH THE ABOVE NOTICE BOARD PROJECT THIS PROVIDES AN OUTDOOR SEATING /PICNIC AREA AND HAS INTERESTING INFORMATION BOARDS GIVING DETAILS OF THE THEATRE HISTORY AND THE FACT THAT IT HAS BEEN BUILT USING SALVAGED ROOF TRUSSES FROM THE DAMAGE WE SUFFERED DURING CYCLONE ITA

How will future management and maintenance of the project happen?

MANAGEMENT AND MAINTENANCE WILL BE TAKEN CARE OF BY THE LYRIC THEATRE BEING A SUB COMMITTEE OF THE NORTHERN BULLER COMMUNITIES SOC INC.

Is there anything else you wish to tell us about your project?

WE WERE DELIGHTED TO RECEIVE THIS FUNDING FROM THE COUNCIL THAT ENABLED US TO ENHANCE THE USEFULNESS OF THE THEATRE AND BEAUTIFY OUR NORTHERN SIDE SECTION IN THE CENTRE OF GRANITY WHICH IS A BENEFIT NOT ONLY TO OURSELVES BUT TO RESIDENTS AND VISITORS

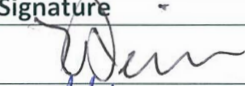

**How was the grant spent?** This information will be supplied and added after receiving the completion report by Council's Communications and Community Services Officer.

Please including photos, videos, and any media coverage of the project in this report.  
These can be sent as separate files or shared through dropbox, drive or WeTransfer

If you have any feedback that would help to improve the fund please insert here. Thank you.

WE WERE MOST HAPPY WITH THE WHOLE PROCESS  
AND MANAGEMENT OF THE FUNDING THANK YOU.

Signature :

Name	Position	Signature	Date
Main contact: Tony	Lytic Subcommittee		31/5/22
Second contact: Jackie	NBCS Treasurer		31/5/22

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*

Please send your completed report to:  
Community Services Officer Buller District Council  
PO Box 21  
Westport 7866  
or email [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)





Cyclone Ita blew the roof off the Theatre in 2014.  
This gazebo is made from salvaged roof trusses.





## **COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE**

**13 JULY 2022**

**AGENDA ITEM: 7**

**Prepared By:** Lynn Brooks  
Finance Manager

**Reviewed By:** Krissy Trigg  
Acting Group Manager Community Services

### **DEVELOPMENT WEST COAST ECONOMIC STIMULUS FUNDING REPORT ON GRANTS AND LOANS ADMINISTERED BY BULLER DISTRICT COUNCIL**

---

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

The purpose of this report is to provide the Community, Environment and Services Committee with a summary of the Development West Coast (DWC) Economic Stimulus Fund (ESF) results. The ESF is a fund that was provided by DWC and was distributed by way of grants and loans via Buller District Council to Buller businesses.

The report also provides a record of the Key Performance Indicators (KPIs) set out in the funding agreement between DWC, Buller District Council (BDC) and the recipient. Part of the funding agreement is that BDC will monitor the KPIs.

This report summarises the benefits the ESF has provided to the local economy; and sets out the remainder portion of the \$1m fund that is now available for distribution with a recommendation on how this final distribution should proceed.

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

**That the Community Environment and Services Committee:**

- 1. approve a two-month promotion period to advertise that \$148,600 is available for distribution relating to Economic Stimulus Funding under the terms of the agreement with Development West Coast; and**
- 2. A review of applications paper shall be set before the Committee on 9 November 2022 for consideration.**

### **3. ISSUES & DISCUSSION**

#### **3.1 Background**

Development West Coast provided \$1m of funding to the Buller District for Economic Stimulus Funding.

The purpose of this Fund was to stimulate business development and growth in the District in light of the current economic challenges. The Buller District Council was charged with administering the fund on behalf of the district, and the fund was instructed to be applied in such a way so as to leverage additional funding from other funding sources.

The funding was initially made available from 1st October 2015. Applications for funding were to be received by DWC by 30 June 2016, however this timeline was later extended by DWC.

Criteria to apply to the fund were:

All projects and proposals must:

- Comply with the Objects of the DWC Deed of Trust (“the Deed”);
- Provide a minimum of 10% equity pursuant to the Deed;
- Demonstrate how the project will promote employment opportunities and/or generate sustainable economic benefit for the District;
- Demonstrate how the project will support business;
- Must demonstrate leverage of additional funding from other sources;
- And funding must flow via the respective District Council.

Reasons that applications to the fund would not be accepted were:

- Projects that have received other DWC funding;
- Feasibility studies;
- Compliance and regulatory costs (eg. obtaining certification or resource consent); and

- Public / community projects, such as:
  - Sport and recreational facilities and buildings;
  - Community halls;
  - Theatres;
  - Museums;
  - Art Galleries;
  - Memorials.

Priority was to be given to applications that:

- Have employment opportunities as a direct effect of the distribution; and
- Leverage other funding.

The Economic Development Working Party (established by BDC) reviewed the applications and put recommendations to all of council for the applicants selected, and DWC made the final decision if the applicant would be funded.

The Buller District Council was then charged with managing the approved projects and the responsibility for monitoring compliance with all KPIs, conditions and benchmarks. If these things are not managed effectively by the Buller District Council, DWC reserved the right to stop funding all or any of the projects.

### **3.2 Current Situation**

All of the \$1m fund had been allocated at 31 December 2016, by approval of DWC Trustees. Since then, some of the project/business owners' plans have changed, loans have been repaid or KPIs have not been met, and there is now some funding unallocated and available for redistribution.

As at 30 June 2022, \$926,400 has been uplifted by the fund recipients and \$48,600 remains to be drawn down from BDC.

BDC holds a \$25,000 grant in advance from DWC in relation to the Southwell Products Loan which was not released due to this applicant not meeting KPIs for an initial \$25,000 tranche of funding which was provided by way of a grant.

BDC also now holds \$75,000 as a loan of this value has been fully repaid to Council, refer below:

Total Granted by DWC	1,000,000.00
Less Total Received so far from DWC	-951,400.00
Final Amount to Claim from DWC once New Projects Identified	48,600.00
Total Amount held by BDC not yet allocated	25,000.00
Total Loans granted and principal repaid in full to BDC, now available for redistribution	75,000.00
<b>Total that can be allocated as a final grants pool under the terms of the DWC agreement</b>	<b>148,600.00</b>

DWC have now confirmed \$148,600 is available for re-distribution under the same requirements as set out in the original agreement.

### 3.3 Reporting Requirements

All recipients of grant funding must provide feedback to Council via KPIs. This information is then updated in this report which is then fed through to DWC.

All recipients have different timeframes for reporting KPIs dependent on when the funds were provided to them.

For some recipients, a portion of the funding was paid to them via Council by way of a loan that will convert to a grant. This is contingent upon their reporting of KPIs being received to BDC in the timeframes agreed, and those KPIs being met. This funding mechanism is provided by way of an interest-free, suspensory loan.

There is a requirement for long term monitoring for these projects. This is because some of the suspensory loans convert to grants after a two or three year timeframe, so the KPI monitoring is required throughout this period.

Some of the recipients are receiving their grants and loans in staged draw-downs which adds to the required administrative oversight.

### **3.4 Summary of Projects to Date**

Of the projects which have received DWC EDS funding, 15 are completed and 13 have met or have exceeded their KPIs and are completed in full.

## **4. CONSIDERATIONS**

### **4.1 Strategic Issues**

The key strategies of council set down in the 2021-2031 Long Term Plan include building and promoting resilience in our community, facilitating growth, providing quality infrastructure, investing in our towns to ensure they are attractive, and growing non rates income so that less reliance is placed on rates.

Council being involved in the DWC Economic Stimulus Fund is in line with these core strategies.

### **4.2 Values**

The Buller District Council Values are: Community Driven, One Team, Integrity, Future Focussed, and We Care.

Buller District Council involvement with the DWC District Economic Stimulus Fund reflects these values. This special grant funding emphasises Buller District Councils' desire to be community driven, care for the community and remain future focussed.

It is believed that long term benefits including employment, education and economic growth will be received by the community if Buller District Council assists with the scheme and therefore it is appropriate for Council to be involved in the project.

### **4.3 Significance Assessment**

The Buller District Council Significance and Engagement Policy sets out the criteria and framework for a matter or transaction to be deemed significant.

In a financial context the content included in this report is not considered significant because the matters disclosed are of a routine nature, and not greater than 5% of the total assets and total annual operations of council and are a staff operational matter.

### **4.4 Risk Analysis**

Risk is assessed by taking into account the likelihood of an event occurring and the result of that event.

The Buller District Council is charged with managing the projects and monitoring compliance with all KPIs, conditions and benchmarks. If these are not managed by Buller District Council, DWC reserves the right to stop funding all or any of the projects.

Therefore, some low-level risk around monitoring and continued payments exist. This risk is mitigated by the Commercial and Corporate Services Team monitoring projects and payments as well as summarising this information via twice-yearly reporting to the Community, Environment and Services Committee.

#### **4.5 Policy / Legal Considerations**

DWC and Buller District Council have entered into funding agreements for each of the successful applicants which are legally binding agreements.

For those successful candidates which were funded by way of a suspensory loan, Buller District Council has entered into loan agreements with those recipients which are also legally binding documents.

There are no outstanding legal or policy issues noted.

#### **4.6 Tangata Whenua Consultation Considerations**

The contents of the report are not a matter requiring consultation with tangata whenua.

#### **4.7 Views of Those Affected**

It is preferable for all ratepayers, the public and wider community hear about how the funding has supported economic growth and how DWC and Council has supported this project. Council's administration and oversight of this special funding is in line with the core strategy of council which was set and agreed during community consultation for the 2021-2031 Long Term Plan.

#### **4.8 Costs**

Council does not bear any significant direct costs associated with the DWC ESF. Indirect costs include staff time required to monitor payments, KPIs and attend to documentation. Where KPI monitoring and suspensory loans span an extended timeframe there are ongoing "time costs" incurred by Council.

#### **4.9 Benefits**

The potential benefits of the Economic Stimulus Fund may be considerable for the District.

A full economic impact analysis has not been undertaken to examine the effect of the \$1m Economic Stimulus Fund however it is widely considered to be of significant benefit because it has supported business revenues, personal wages and alternative industry for the district.

#### **4.10 Media / Publicity**

There are some positive media and/or publicity opportunities with this report. This report and the contents put on record the key points about a very positive project which aligns to council strategy and promotes wellbeing for the community. Promotion of the available funds is required.

## COMMUNITY ENVIRONMENT AND SERVICES COMMITTEE

13 JULY 2022

AGENDA ITEM 8

**Prepared by** Bronwyn Little  
Policy Advisor

**Reviewed by** Krissy Trigg  
Acting Group Manager Community Services

### PROPERTY RATIONALISATION PROJECT

---

#### 1. REPORT SUMMARY

This report updates council with the latest information on the property rationalisation project. It outlines the issues which have been addressed to date and progress moving forward.

#### 2. RECOMMENDATION

**That the Community Environment and Services Committee receive this report for information.**

#### 3. ISSUES AND DISCUSSION

##### 3.1 Background

Following the direction set in the Long Term Plan 2021-2031 the Council Property Rationalisation Project has identified a number of council owned properties which are recommended for sale. The first two groups of properties were outlined in the reports to the 30 March 2022 and 27 April 2022 Council meetings. The list of properties, which the Chief Executive Officer was instructed to proceed with the disposal process for (subject to legal advice), have now been further investigated and action taken where required by officers.

Below is an update on each property:

1	157 Queen Street (Lot 2 DP 3772) House and Section	<ul style="list-style-type: none"><li>• Subject to Westport Municipal Reserve Act 1875 – see 3.4 below</li><li>• Letters to Minister of Lands and Minister in Charge of Treaty Settlements</li><li>• Both Ministers responded with no objection to sale</li></ul>
G	READY FOR SALE	

2	84 Domett Street (Lot 1 DP 399643) and Bentham Street (Part Lot 78 DP 47)	<ul style="list-style-type: none"> <li>• Adjoining land on HAIL register and known to have been used for storage by former lessee (see 3.2 below)</li> </ul>
	<p>84 Domett Street and Bentham Street cont.</p> <p>Further investigations required.</p>	<ul style="list-style-type: none"> <li>• Preliminary Site Investigation for contamination completed</li> <li>• Further preliminary site investigation required</li> <li>• Awaiting Section 40 Public Works Act advice but likely to be subject to Westport Municipal Reserve Act 1875 – see 3.4 below</li> </ul>
3	Lighthouse Road, between numbers 32 and 34 (Section 2 SO 14947)	<ul style="list-style-type: none"> <li>• Legal advice – offer to adjoining land owners first (required for land which is closed road)</li> <li>• Valuation undertaken as required</li> <li>• Adjoining land owners to be contacted</li> </ul>
G	READY FOR SALE (not on open market)	
4	7 Webb Street (Lot 4 DP 3829)	<ul style="list-style-type: none"> <li>• Subject to Westport Municipal Reserve Act 1875 – see 3.4 below</li> <li>• Letters to Minister of Lands and Minister in Charge of Treaty Settlements</li> <li>• Both Ministers of Lands responded with no objection to sale</li> </ul>
G	READY FOR SALE	
5	William/Bridge/Don Streets, former depot Reefton (Sections 845 - 854 Town of Reefton SO 9594 and Section 1357 TOR Reefton SO 9879)	<ul style="list-style-type: none"> <li>• Majority of property on HAIL register: <i>Verified HAIL site: risk not quantified</i> (see 3.2 below)</li> <li>• Preliminary Site Investigation report completed 2022</li> <li>• Waiting for legal advice regarding obligations and responsibility of sale of contaminated sites</li> <li>• No Section 40 Public Works Act obligations</li> <li>• Need to separate out one lot from adjoining Senior Housing property</li> </ul>
O	Further work	
6	153A Queen Street (Part Lot 1 DP 47)	<ul style="list-style-type: none"> <li>• Subject to Westport Municipal Reserve Act 1875 – see 3.4 below</li> <li>• Letters to Minister of Lands and Minister in Charge of Treaty Settlements</li> <li>• Both Ministers responded with no objection to sale</li> <li>• Past lease status being confirmed</li> </ul>
O	Once lease status confirmed ready for sale	

7 G	18 Mill Street (Lot 3 DP 3929)  18 Mill Street cont.  READY FOR SALE	<ul style="list-style-type: none"> <li>• Formerly part of old gas works/depot property</li> <li>• On HAIL register as: <i>Verified HAIL site: suitable for residential land use – remediated</i> (see 3.2 below)</li> <li>• Reports: Remediation (2005), Validation Sampling 2014</li> <li>• Legal advice regarding obligations and responsibility of sale of contaminated sites obtained</li> </ul>
8 O	99 Russell Street (Lot 4 DP 14050)  S. 40 offer back to be made then ready for sale	<ul style="list-style-type: none"> <li>• Purchased for purposes of elderly housing (adjoins Queen St. units) so requires Section 40 offer back to original owners before sale</li> <li>• Legal advice sought regarding status of former owner</li> </ul>
9 O	13 Plaskett Street, Reefton (Lot 3 DP 16814)  S 40 advice then ready for sale	<ul style="list-style-type: none"> <li>• Waiting for Section 40 Public Works Act advice</li> </ul>
10 R	71 Domett Street/Percy's Bush (Sections 7 & 8 SQ 141)  Further work and possible subdivision	<ul style="list-style-type: none"> <li>• Creation of reserve under Reserves Act 1977 will be pursued subject to staff resources being available</li> <li>• Costing subdivision plans to exclude portion for sale</li> </ul>

### 3.2 HAIL/Contaminated Sites

The Hazardous Activities and Industries List (HAIL) is a compilation of activities and industries that are considered likely to cause land contamination resulting from hazardous substance use, storage or disposal. The HAIL is intended to identify most situations in New Zealand where hazardous substances could cause, and in many cases have caused, land contamination.

To quantify the risk to property users, site investigations by Geotechnical engineers are undertaken. An initial investigation (Preliminary Site Investigation – PSI) involves a site walk over and soil sample analysis from a limited number of locations on the site.

If contamination is confirmed, then more detail (more samples at various depths) is usually recommended (Detailed Site Investigation – DSI). This will determine the full extent of the contamination and would usually include a remediation plan to bring the site back to a standard that is acceptable for a proposed use e.g. residential.

Three of the properties above have either been identified as HAIL sites or are adjacent to properties that are on the list.

- 84 Domett Street and Bentham Street property (2):  
This property is adjacent to a site on the HAIL register (72 Mill Street which was used as a depot/yard). The adjacent council owned property was leased to the owner of the site on the HAIL register and it may therefore also have been used for purposes which deem part of it contaminated. Further preliminary site investigations need to be undertaken on this property.
- William/Bridge/Don Streets, former depot Reefton (5)  
This site was the depot for the Inangahua County Council and for Buller District Council (WestReef) for a period of time. Most of the site is on the HAIL register. A PSI has been undertaken.
- 18 Mill Street (7):  
In the late 1990s and early 2000s the Council undertook a major identification and remediation project for this site and all the other properties surrounding the old gas works. Prior to remediation the house at 18 Mill St was destroyed by fire. The owners approached Council with a view to swapping the site for another Council owned property in Westport. Council took possession of 18 Mill Street in 2004.

The property was then remediated, along with the other privately owned properties surrounding the now depot. In 2014 a Validation sampling was undertaken (Pattle Delamore Partners Limited: Validation sampling (for future residential use) at 18 Mill Street, Westport 5 November 2014) and concluded:

None of the samples exceeded the applicable criteria to heavy metals. Only one sample exceeded the BaP equivalent SCS. Given that the compounds making up the BaP equivalent are present in very low concentrations and, on average, the concentrations of combined BaP equivalent compounds falls well below the utilised SCS, it is considered that the human health risk for these particular contaminants is very low

Legal advice to date has indicated that any site investigation reports should be made available to prospective purchasers and appropriate additions/changes made to the standard form ADLS agreement for sale and purchase. This will ensure any purchaser is aware of the listing on the HAIL register and acknowledges the implications when purchasing the property.

The properties will be sold 'as is, where is' with appropriate waivers in the agreements for sale and purchase making it clear that there is no future liability to council on these matters

### 3.3 Disposal Process

In previous reports Council has been advised of the disposal process proposed by officers for the approved properties. As noted in the 30 March 2022 report to Council, a real estate agent has been engaged to handle the sale of these properties on the open market.

The real estate agent has undertaken appraisals on most of the sites and agency agreements are ready to be signed once any pre-sales legal obligations are completed for each property.

### 3.4 Legal Requirements

Legal advice has been sought and received for all of the properties referred to in this report. All properties must be subject to legal advice regarding why the property was acquired or gifted.

Officers are currently working on following through with the matters highlighted in that advice. The issues relate to the status of each property, the reason it was acquired and the consequences of that under various legislation. It is anticipated that these matters will be resolved successfully, and the properties put up for sale.

#### **Public Work:**

If the property was obtained for a public work, e.g. elderly housing, for which it is no longer required then the provisions of Section 40 of the Public Works Act 1981 apply. These provisions require that, prior to any sale to a third party, the local authority offers back the land to the person from whom it was acquired or the successor of that person at current market value (or less if it is considered reasonable).

#### **Endowment – Westport Municipal Reserve Act 1875:**

One of the most important legal matters identified is related to the process of selling properties which came into council ownership as a result of the Westport Municipal Reserve Act 1875. These properties were 'endowed' to the Westport Borough Council by the government of the time to provide a rental income to the Borough. The area granted amounted to 97ha.

The Local Government Act 2002 requires the following:

#### **141 Conditions Applying to Sale or Exchange of Endowment Property**

- (1) A local authority must not exercise the power in [section 140\(4\)\(b\)](#) unless—

*(a) the proposed use of the proceeds of sale of the property, or of the property received in exchange, is consistent with the purpose of the endowment; and*

*(b)[Repealed]*

*(c) in a case where the Crown was the donor of the property, the local authority has notified the Minister for Land Information and the Minister in Charge of Treaty of Waitangi Negotiations of the local authority's proposal to sell or exchange the endowment land;*

In accordance with (c), letters were written to the Ministers for three of the identified properties. Both Ministers have responded to advise that they do not object to the sales. The implications of (a), i.e. where any proceeds can be applied to, will be dealt with in a further legal opinion which has been sought.

## **4. CONSIDERATIONS**

### **4.1 Strategic Impact**

The rationalisation of council property to ensure it is managed and utilised responsibly and for the benefit of the community is aligned to the Council's policy and direction.

In the 2021-2031 Long Term Plan one of the key assumptions is as follows:

*'Opportunities to rationalise Council's building and property portfolio with sales of some surplus land and buildings will be realised during the life of this plan.'*

And one of the Activity Contributions for the 'Property' Activity is:

*'Ensuring land and property owned, vested and managed by the Council is rationalised and utilised responsibly, and for the benefit of the Buller community.'*

Income of \$450,000 for the year 2021/2022 is budgeted for in the Long Term Plan.

### **4.2 Significance Assessment**

The decisions in this report are not considered to meet the threshold to be considered significant decisions under the Policy.

### **4.3 Risk Analysis**

- Public perception – It is important that Council is responsibly managing the property portfolio and ensuring that a clear process is being followed to either dispose of or retain property and buildings.
- Strategic – The property rationalisation project is intended to implement the Long Term Plan 2021-2031 direction to take the opportunity to rationalise Council's building and property portfolio.

#### **4.4 Values**

The Buller District Values are: Community Driven, One Team, Future Focussed, Integrity and We Care. This project aligns with these values.

#### **4.5 Policy / Legal Considerations**

The following are relevant:

- Local Government Act 2002
- Reserves Act 1977
- Treaty of Waitangi Act 1975
- Westport Municipal Reserve Act 1875

#### **4.6 Tangata Whenua Considerations**

Council works in partnership with Ngāti Waewae to provide governance. To the best of our knowledge the decision to dispose of the particular properties outlined in this report does not hold significance in relation to ancestral land or a body of water or other elements of intrinsic value, and does not specifically impact Tangata Whenua, their culture and traditions.

#### **4.7 Views of Those Affected**

At this point there is no need to consult with the public. As noted above the rationalisation of Council's building and property portfolio was highlighted in the Long Term Plan 2021-2031 which was subject to public consultation.

#### **4.8 Costs**

In order to undertake the project within an acceptable timeframe, a consultant has been engaged to work alongside Council staff. Staff input is managed from within existing budgets and staff workloads. The consultant fees are also managed from within existing budgets.

#### **4.9 Benefits**

- Delivery of Long Term Plan 2021-2031 outcomes
- Income from the sale of surplus property
- Decrease in maintenance costs of buildings and property
- On-going rates income from properties sold

#### **4.10 Media / Publicity**

There may be media interest in the disposal of Council owned property which will be managed appropriately by the Communications Team.

**BULLER DISTRICT COUNCIL**

**13 JULY 2022**

**AGENDA ITEM 9**

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

**PUBLIC EXCLUDED**

---

**1. REPORT SUMMARY**

Subject to the Local Government Official Information and Meetings Act 1987 S48(1) right of Local Authority to exclude public from proceedings of any meeting on the grounds that:

**2. DRAFT RECOMMENDATION**

**RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting:

Item	Minutes/Report:	General subject	Reason for passing resolution Section 7 LGOIMA 1987
15	Krissy Trigg Acting Group Manager Community Services	Senior Housing, McAuley Flats	(2)(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)