



AGENDA

Ordinary Meeting of the
Buller District Council

Commencing at 3:30PM
Wednesday 26 February 2025

To be held at the
Clocktower Chambers
Palmerston Street
Westport



CORE COUNCILLOR ROLE AND RESPONSIBILITIES

The Governance role entails:

- Strategic planning and decision-making;
- Policy and strategy review;
- Community leadership and engagement, and stewardship;
- Setting appropriate levels of service;
- Maintaining a financially sustainable organisation; and
- Oversight/scrutiny of Council's performance as one team.

The governance role focusses on the big picture of 'steering the boat' - management's role focusses on 'rowing the boat'

Our commitments to best support each other and meet the challenges and opportunities of 2025 include:

CLEAR AND RESPECTFUL COMMUNICATION

We are committed to:

Actively listening and not interrupting;

Remaining conscious of 'tone', body language, and amount of time speaking (allowing time for others);

Responding/answering in a timely manner; and

Being honest, reasonable, and transparent.

TRUST AND RESPECT

We recognise that trust and respect must be earned and that a team without trust isn't really a team. Trust can be built by:

Valuing long-term relationships; being honest; honouring commitments; admitting when you're wrong; communicating effectively; being transparent; standing up for what's right; showing people that you care; being helpful; and being vulnerable.

CONTINUOUS LEARNING AND IMPROVEMENT

Continuous learning and improvement are critical for growing together as a team.

We are committed to constantly reviewing what is going well and what needs to improve in relation to the way we work together, the processes we follow, and the outcomes we deliver.

NONE OF US IS AS SMART AS ALL OF US

Council

Chairperson:	Mayor
Membership:	The Mayor and all Councillors
Meeting Frequency:	Monthly – or as required.
Quorum:	A majority of members (including vacancies)

Purpose

The Council is responsible for:

1. Providing leadership to, and advocacy on behalf of, the people of Buller district.
2. Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Terms of Reference

1. To exercise those powers and responsibilities which cannot legally be delegated by Council:
 - a) The power to set district rates.
 - b) The power to create, adopt and implement a bylaw.
 - c) The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan.
 - d) The power to adopt a Long Term Plan or Annual Plan, or Annual Report.
 - e) The power to appoint a Chief Executive Officer.
 - f) The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan, or developed for the purpose of the Council's governance statement, including the Infrastructure Strategy.
 - g) The power to adopt a remuneration and employment policy for Chief Executive Officer.
 - h) The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
 - i) The power to approve or amend the Council's Standing Orders.
 - j) The power to approve or amend the Code of Conduct for Elected Members.
 - k) The power to appoint and discharge members of committees.
 - l) The power to establish a joint committee with another local authority or other public body.
 - m) The power to make the final decision on a recommendation from the Parliamentary Ombudsman, where it is proposed that Council not accept the recommendation.
 - n) Health & Safety obligations and legislative requirements are met.

2. To exercise the following powers and responsibilities of Council, which the Council chooses to retain:
- a) Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
 - b) Approval of any changes to Council's vision, and oversight of that vision by providing direction on strategic priorities and receiving regular reports on its overall achievement.
 - c) Adoption of governance level strategies, plans and policies which advance Council's vision and strategic goals.
 - d) Approval of the Triennial Agreement.
 - e) Approval of the local governance statement required under the Local Government Act 2002.
 - f) Approval of a proposal to the Remuneration Authority for the remuneration of Members.
 - g) Approval of any changes to the nature and delegations of the Committees.
 - h) Approval of funding to benefit the social, cultural, arts and environmental wellbeing of communities in Buller District
 - i) Ensuring Buller is performing to the highest standard in the area of civil defence and emergency management through:
 - i) Implementation of Government requirements
 - ii) Contractual service delivery arrangements with the West Coast Regional Group Emergency Management Office
 - j) All other powers and responsibilities not specifically delegated to the Risk and Audit Committee, subcommittees, independent hearing panels or Inangahua Community Board.

Buller District Council

Venue: Clock Tower Chambers, Westport. Live streamed on Buller District Council YouTube Channel



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BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 1

Prepared by Simon Pickford
Chief Executive Officer

APOLOGIES

1. **REPORT PURPOSE**

That Buller District Council receive any apologies or requests for leave of absence from elected members.

DRAFT RECOMMENDATION

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

OR

3. **That Buller District Council receives apologies from (insert councillor name) and accepts councillor (insert name) request for leave of absence.**

BULLER DISTRICT COUNCIL

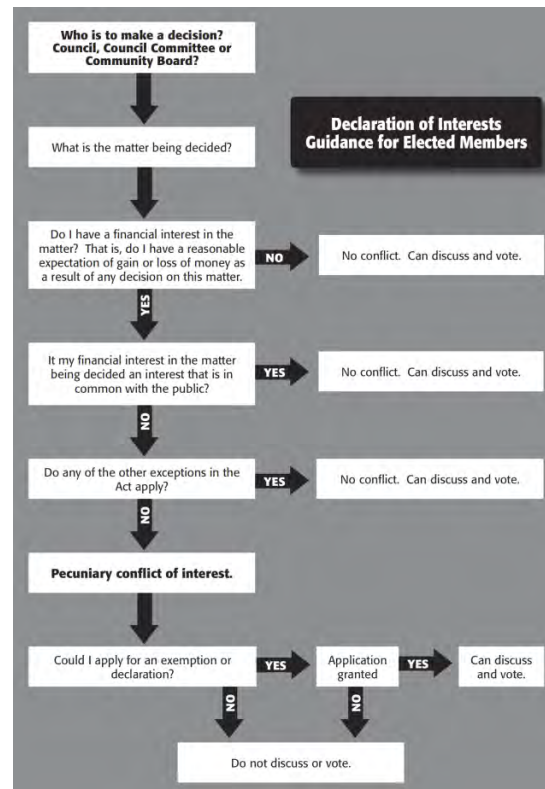
26 FEBRUARY 2025

AGENDA ITEM: 2

Prepared by Simon Pickford
Chief Executive Officer

MEMBERS INTEREST

1. Members 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.
2. Councillors are encouraged to advise the Governance Secretary, of any changes required to their declared Members Interest Register.
3. The attached flowchart may assist members in making that determination (Appendix A from Code of Conduct).



4. **DRAFT RECOMMENDATION:**

That Members disclose any financial or non-financial interest in any of the agenda items.

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 3

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Council Meeting Public Minutes 18 December 2024
2. Council Extraordinary Meeting Minutes 12 February 2025

CONFIRMATION OF MINUTES

1. **DRAFT RECOMMENDATION**

That Council receive and confirm the Public Minutes from:

- **Council Meeting 18 December 2024**
- **Council Extraordinary Meeting 12 February 2025**



**ORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT 3:30PM
ON WEDNESDAY 18 DECEMBER 2024 AT CLOCKTOWER CHAMBERS,
PALMERSTON STREET, WESTPORT.**

PRESENT: Mayor J Cleine, Deputy Mayor A Basher, Cr G Neylon, Cr T O'Keefe, Cr Joanne Howard, Cr R Sampson, Cr P Grafton, Cr G Weston, Cr L Webb, Cr A Pfahlert.

PRESENT VIA ELECTRONIC LINK: Cr C Reidy.

IN ATTENDANCE: P Numan (Group Manager Corporate Services), S Bastion (Group Manager Regulatory Services), K Trigg (Group Manager Community Services), A Blom (Group Manager Infrastructure Services) C McDonald (Governance Secretary), P Zaanen (Project Lead – Master Planning), J Curtis (Manager Capital Works), P Knerlich (Project Manager)

MEDIA: Lisa Gregory (Grey Star/Messenger), Ellen Curnow (Westport News)

PUBLIC FORUM:

Garry Howard – Spoke to concerns about misleading and misrepresenting information regarding the Communication And Engagement Strategy and the poor public relations this has caused Buller District Council.

Point of Order called by Cr C Reidy for Cr G Weston. Mayor upheld and ruled Cr Weston was to discontinue his line of commenting.

Kevin Smith – Spoke to the deadline TPP Coastal Hazards submissions and how he views the Buller situation could be helped by use of “nature based solutions” to manage some of the environmental challenges

Paul Reynolds - Questioning the suitability of consultants and how remuneration is chosen for them. He related his experiences observing consultants that Buller District Council have engaged for various contracts.

MEETING DECLARED OPEN AT: 4:01PM

1. APOLOGIES (Page 7)

Discussion:

RESOLVED That Buller District Council receives apologies from N Tauwhare (Iwi Representative)

Mayor J Cleine/Cr P Grafton

11/0

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 8)**Discussion:**

Nil.

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

Mayor J Cleine/Deputy Mayor A Basher

11/0

CARRIED UNANIMOUSLY

Agenda Item 12 (Public Excluded Report) will be addressed next followed by the Public Excluded Reports and a recommendation for this reads as follows:

RESOLVED that Agenda Item 12 and PE1 and 2 will be addressed prior to the rest of the Agenda.

Mayor J Cleine/Cr P Grafton

11/0

CARRIED UNANIMOUSLY

12. PUBLIC EXCLUDED REPORT (Page 271)

That the public be excluded from the following parts of the proceedings of this meeting.

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Simon Pickford Chief Executive Officer	Confirmation of Previous Public Excluded Minutes	(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or (s 7(2)(j)) - prevent the disclosure or use of official information for improper gain or improper advantage.
PE 2	Paul Numan Group Manager Corporate Services	Insurance Cover Placement 2024-25	(s7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Mayor J Cleine/Deputy Mayor A Basher

11/0

CARRIED UNANIMOUSLY

MOVED INTO PUBLIC EXCLUDED: 4:03PM

RETURNED TO PUBLIC MEETING: 4:49PM

3. CONFIRMATION OF PREVIOUS MINUTES (Page 9)

Discussion:

Previous minutes page 12 – Cr G Weston voted against the first recommendation – *noted and amended*.

RESOLVED That Council receive and confirm the Public Minutes from:

- Council Meeting 27 November 2024

Deputy Mayor A Basher/Cr G Weston

11/0

CARRIED UNANIMOUSLY

4. ACTION POINTS REPORT (Page 18)

Discussion:

Nil.

RESOLVED that Council receive the Action Point list for information.

Mayor J Cleine/Cr P Grafton

11/0

CARRIED UNANIMOUSLY

5. WESTPORT STORMWATER MANAGEMENT STRATEGY AND CONCEPTUAL DELIVERY PLAN (Page 20)

Discussion:

J Curtis and P Knerlich spoke to the report and answered questions.

Cr L Webb departed the meeting at 4:55PM

Cr L Webb returned to the meeting at 4:58PM

Cr A Pfahlert departed the meeting at 5:04PM

Cr A Pfahlert returned at 5:05PM

Cr R Sampson departed the meeting at 5:05PM

Cr R Sampson returned to the meeting at 5:08PM

RESOLVED That the Westport Stormwater Management Strategy And Conceptual Delivery Plan dated 18 December 2024 be received.

Cr P Grafton/Cr Joanne Howard

11/0

CARRIED UNANIMOUSLY

6. MASTER PLANNING PROGRAMME UPDATE – COMMUNICATION AND ENGAGEMENT (Page 63)

Discussion:

P Zaanen spoke to the report and answered questions.

RESOLVED That Council

1. Approves the initiation of wide community engagement on the Draft Master Plan as per the attached Communication and Engagement Plan.

Cr T O'Keefe/Cr P Grafton
11/0

CARRIED UNANIMOUSLY

2. Notes the provided content that the project will engage with the community on.

Mayor J Cleine/Cr T O'Keefe
9/2

MOTION CARRIED

3. Notes that the findings of the engagement and the Draft Master Plan will be presented for Council endorsement/adoption in April 2025.

Cr G Weston/Cr P Grafton
11/0

CARRIED UNANIMOUSLY

4. Notes that any formal Consultation, if required will occur through the Long-Term Plan Process in April 2025

Mayor J Cleine/Cr P Grafton
11/0

CARRIED UNANIMOUSLY

5. Notes a preliminary and non-binding application will be made to the Regional Infrastructure Fund (RIF) for seed funding noting that there is currently no approved Council budget for the project.

Cr T O'Keefe/Cr P Grafton
11/0

CARRIED UNANIMOUSLY

MEETING ADJOURNED AT 5:31PM

MEETING RECONVENED AT: 5:41PM

7. ADOPTION OF REPORT UNDER SECTION 10A OF THE DOG CONTROL ACT 1996 (Page 216)

Discussion:

Cr L Webb returned to the meeting at 5:41PM

RESOLVED

1. That Council adopts the Buller District Council Annual Report on Dog Control Policy and Practices for the 2023/2024 financial year.

2. That the Secretary for Local Government is advised that it has been published in accordance with Section 10A of the Dog Control Act 1996, and Section 5(1) of the Local Government Act 2002.

Mayor J Cleine/Deputy Mayor A Basher
11/0

CARRIED UNANIMOUSLY

8. BULLER DISTRICT COUNCIL PROCUREMENT POLICY – REVISION (Page 225)

Discussion:

A Blom and J Curtis answered questions around the report.

RESOLVED

- a) Review the revised Procurement Policy as per Attachment 1.

Mayor J Cleine/Deputy Mayor A Basher
11/0

CARRIED UNANIMOUSLY

- b) Note the operational manual for conducting Contractor Procurement and Management Manual at Buller District Council is accessible on the Buller District Council website.

Deputy Mayor A Basher /Cr P Grafton
11/0

CARRIED UNANIMOUSLY

- c) Note that the financial limits from the 2019 Procurement Policy are unchanged and in line with limits set by other Local Government organisations.

Cr P Grafton/Cr G Weston
11/0

CARRIED UNANIMOUSLY

- d) Notes that the Risk and Audit Committee has recommended to Council that they adopt this policy

Mayor J Cleine/Deputy Mayor A Basher
11/0

CARRIED UNANIMOUSLY

- e) Adopts the Buller District Council Revised Procurement Policy as per Attachment 1.

Cr A Pfahlert/Cr G Weston
9/2

**Cr C Reidy against
MOTION CARRIED**

9. MAYORS REPORT (Page 235)**Discussion:**

Mayor J Cleine gave an update around the meetings he has attended since his Mayors Report was published.

Cr R Sampson departed the meeting at 5:59PM

Cr R Sampson returned to the meeting at 6:01PM

RESOLVED That Council:

1. Receives the Mayors Report dated 18 December 2024.
2. Notes Inwards and Outwards Correspondence and provides direction for any responses required.

Cr T O'Keefe/Cr P Grafton

11/11

CARRIED UNANIMOUSLY

10. CHIEF EXECUTIVE OFFICER'S REPORT (Page 264)**Discussion:**

Nil.

RESOLVED That the Chief Executive Officer's Report dated 18 December 2024 be received.

Cr A Pfahlert/Cr T O'Keefe

11/0

CARRIED UNANIMOUSLY

11. PORTFOLIO LEADS VERBAL UPDATE (Page 270)**Discussion:**

RESOLVED That Council receive verbal updates from the following Chairs and Council Representatives, for information:

a) Inangahua Community Board – Councillor Webb

Next meeting in 21st January. A member of the public has positive feedback regarding Council fixing their water supply quickly

b) Regulatory Environment & Planning - Councillors Neylon and Basher

Nothing to report.

c) Community Services - Councillors Howard and Pfahlert

Christmas hours are widely publicized. Council has been writing to previous recipients of LTP grants reminding them they have to put a submission to the upcoming LTP and where Council is looking going forward.

d) Infrastructure - Councillors Grafton and Weston

Workshops are rolling out.

e) Corporate Policy and Corporate Planning - Councillors Reidy and Sampson

Nothing to report.

e) Smaller and Rural Communities - Councillors O'Keefe and Webb

Great weekend at Ngakawau with the pool reopening. 16th February, the Waimangaroa Reserve Hall will be having its public opening. Thank you to all

the Subcommittees for their hard work over the last year and all the volunteers in the small communities.

g) Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine

Nothing to report

h) Te Tai o Poutini Plan – Mayor Cleine and Councillor Neylon

Covered previously in the meeting.

i) Joint Committee Westport Rating District – Mayor Cleine, Councillor Howard and Councillor Reidy

There was expression of dissatisfaction around how the meetings keep getting rescheduled.

j) Regional Transport Committee – Councillor Grafton

Nothing to report.

Mayor J Cleine/Cr P Grafton

11/0

CARRIED UNANIMOUSLY

PUBLIC FORUM RESPONSE:

Garry Howard – Reiteration of openness to public forum and the CEO should have some input into the reply to address the inconsistencies that Garry highlighted.

Kevin Smith – Thank him for his time and effort and knowledge on nature based solutions for mitigating coastal hazards.

Paul Reynolds – The four main questions will be treated as a LGOIMA and Mr. Reynolds will receive a response through this. The remaining examples will be discussed with staff and Mayor J Cleine will give a response.

There being no further business the meeting concluded 6:34PM.

- **Next meeting:** Wednesday 26 February 2025, 3:30PM, Clocktower Chambers, Westport

Confirmed:

Date:



EXTRAORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT THE CONCLUSION OF THE RISK AND AUDIT COMMITTEE MEETING ON WEDNESDAY 12 FEBRUARY 2025 AT CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.

PRESENT: Mayor J Cleine, Cr P Grafton, Cr Joanne Howard, Deputy Mayor A Basher, Cr T O'Keefe

PRESENT VIA ELECTRONIC LINK: Cr R Sampson, Cr G Neylon, Cr C Reidy.

IN ATTENDANCE: S Pickford (Chief Executive Officer), J Salmond (Corporate and Strategic Planning Manager), P Numan (Group Manager Corporate Services), C McDonald (Governance Secretary), C Borrell (Governance Assistant)

IN ATTENDANCE VIA ELECTRONIC LINK: Heath Milne (Development West Coast)

MEDIA: Nil.

PUBLIC FORUM: Nil.

MEETING DECLARED OPEN AT: 6:55PM

1. APOLOGIES (Page 6)

Discussion:

Cr A Pfahlert, Cr L Webb, Cr T O'Keefe (7PM), Cr G Weston, N Tauwhare (Iwi Representative)

RESOLVED

That Buller District Council receives apologies from Cr G Weston and Ned Tauwhare (Iwi Representative). And accepts apologies for early departure from Cr A Pfahlert, Cr L Webb, and Cr T O'Keefe..

Deputy Mayor A Basher/Cr P Grafton

8/0

CARRIED UNANIMOUSLY

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

Nil.

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

Mayor J Cleine/Cr T O'Keefe

8/0

CARRIED UNANIMOUSLY

3. REGIONAL DEALS – DRAFT LIGHT PROPOSAL APPLICATION (IN DRAFT FORMAT) (Page 8)**Discussion:**

J Salmond and H Milne spoke to the report and answered questions.

Cr T O'Keefe departed the meeting at 6:59PM

It was noted that there needs to be clear communication around what this application means, noting it is not a commitment to particular initiatives at this stage. Details and commitments would form part of future negotiation and discussion if a regional deal were to proceed.

Recommendation three has been amended from: *“Approve the draft Regional Deals proposal to be submitted to Central Government by the 28 February 2025”* and now reads as below:

RESOLVED That Council...

1. Notes the report.
2. Endorse the preparation of a Regional Deal proposal for submission to Central Government
3. Approve the draft Regional Deals proposal to be submitted to Central Government by the 28 February 2025, noting the final draft is to be confirmed by Mayor Cleine as a member of Mayors and Chairs *and Iwi Forum*

Deputy Mayor A Basher/Cr P Grafton

7/0

CARRIED UNANIMOUSLY

4. SUBMISSION ON LOCAL GOVERNMENT (WATER SERVICES) BILL (Page 48)**Discussion:**

J Salmond spoke to the report and answered questions.

Feedback was sought from Elected Members regarding the proposal.

The finalised bill will be brought to Council into the Agenda as Mayor's Correspondence

RESOLVED That Council:

1. Notes the content of the report.
2. Delegates authority to Mayor Jamie Cleine to review, feedback and sign off for Buller District Councils submission for the Local Government (Water Services) Bill.

Cr P Grafton/Cr Joanne Howard
7/0

CARRIED UNANIMOUSLY

There being no further business the meeting concluded 7:33PM

- **Next meeting:** Wednesday 26 February 2025, 3:30PM, Clocktower Chambers, Westport

Confirmed: **Date:**

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 4

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Council Action Points February 2025

COUNCIL ACTION POINT LIST

1. **REPORT PURPOSE**

A summary of council resolutions requiring actions.

2. **DRAFT RECOMMENDATION**

That Council receive the Council Action Point List for information.

Council Action Points – CURRENT

No	Meeting Date / Action Point	Responsible	Update	Date Required By
25	<p>28 February 2024 Punakaiki Campground Lease D Marshall to bring back reports to April Council regarding proposal from the Leasee Update 25 September 2024 Staff to report on what needs to come back to Council in terms of decision-making regarding modifications and negotiations to the lease. Update 27 November 2025 Staff to also report on what element of Rate Payer money has been invested into the Campground.</p>	<p>D Marshall M Sutherland P Numan</p>	<p>Staff have been focused on achieving the additional funding from TIF during the last month and on preparing the draft enhanced annual plan. Staff will be contacting the leasee over the effluent system installation in the coming month and will engage and report back on their proposal by end of June. <u>Update 26 June 2024</u> Once the TIF Funding Agreement has been received and approved by Council, staff will contact the leasee regarding the effluent system project and report back to the August 2024 meeting. <u>Update 31 July</u> The 28 August Update is to include Camp Development Plans of the Leasee <u>Update 28 August</u> Due to staff illness this will be included in the September update to Council with the update on the Punakaiki Wastewater Treatment Plant <u>Update 19 Sept 2024</u> Commencement of negotiations are being deferred until after the completion of the upgrade of the Punakaiki Wastewater Treatment Plant and due to staff changes in the Property Portfolio. <u>Update 9 October 2024</u> Development of options for leasing and ownership of the Punakaiki Beach Camp will be undertaken following the completion of the Punakaiki Beach Camp Wastewater Disposal System Upgrade (expected completion by end of October 2024) <u>Updated 12 November 2024</u> The Punakaiki Beach Camp Wastewater Disposal System Upgrade was completed by the end of October 2024 and the work is not in its maintenance period that expires in March 2025. This Action Point is now referred to the Group Manager Corporate Services with regards to the lease conditions and an update on this is to be brought to the December Council Meeting. <u>Update 12 December 2024</u> Once all the information requested is gathered, a report outlining this information will be brought back to Council in the new year <u>Update February 2025</u> Punakaiki Campground lease rental review is due November 2025. As part of facilitating the lease rental review - Council needs to update the Asset Management Plan. An Independent Contractor has been engaged to perform this work and once finalised an update will be reported to Council.</p>	<p>26 June 2024 28 August 2024 25 September 2024 30 October 2024 27 November 2024 18 December 2024 26 February 2025 26 March 2025</p>
26	<p>28 February 2024 Brougham House Update Staff will report back in December 2024 on progress update on options being considered for Brougham House, EOC and Library.</p>	<p>K Trigg</p>	<p><u>Update 30 October 2024</u> Staff to investigate if the report needs to come to council prior to 18 December meeting. <u>Update 12 December 2024</u> A report is due to come back to Council in the new year from Infrastructure Services to outline options.</p>	<p>18 December 2024 26 February 2025 26 March 2025</p>

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 5

Prepared by John Salmond
Corporate and Strategic Planning Manager

Reviewed by Paul Numan
Group Manager Corporate Services

Attachments 1. Draft Fees and Charges

Public Excluded No

LONG TERM PLAN FEES AND CHARGES

1. **EXECUTIVE SUMMARY**

Under the Local Government Act 2002, Council is mandated to produce a Long-Term Plan (Long-Term Plan) every three years. Traditionally, this is a 10-year plan; however, in this cycle, we are introducing a 9-year plan. This adjustment follows the adoption of an Enhanced Annual Plan (EAP) for the 2024-2025 financial year, and the deferral of the Long-Term Plan for one year.

2. In the draft Long-Term Plan, the Council proposes several modifications to the Fees and Charges, as outlined in the current EAP. These changes aim to enhance transparency, ensure sustainability, and better align with the community's evolving needs, as well as for some elements taking a more user pays approach.

3. The Council will invite all residents to consult on the draft Long-Term Plan in April of this year.

4. **DRAFT RECOMMENDATION**

That Council:

1. Notes the content of the report

2. Adopts the fees and charges schedule to be put into the draft 2025-2034 Long-Term Plan document.

3. Delegates authority to the Chief Executive Officer to make minor amendments, if necessary, prior to the adoption of the draft Long-Term Plan and consultation document (CD)

5. ISSUES & DISCUSSION

6. BACKGROUND

One of the crucial mechanisms by which the Council raises revenue to deliver essential services is through fees and charges. Recognising the importance of this revenue stream, the Long-Term Plan process has included multiple workshops, notably the Fees and Charges and Levels of Service/KPIs workshop held on 12 February 2025.

7. The Revenue and Financing Policy outlines the following statement:

8. User/beneficiary pays principle, which determines the distribution of benefits from an activity across the community or to specific identifiable groups, individuals, and communities (referred to as 'Who benefits?').

9. One of the primary discussion points that has surfaced from these workshops is the necessity of raising fees and charges further to ensure we cover our relevant costs. This is something that will be a critical strategy moving forward to ensure the Council's financial health and ability to continue providing high-quality services.

10. Internally, all managers have scrutinised the fees and charges to assess cost coverage and market alignment. By conducting a comprehensive analysis, they have benchmarked our fees against those of similar-sized councils and identified significant opportunities to increase revenue.

11. CONSIDERATIONS

12. Strategic Alignment

The Long-Term Plan is the council's most strategic document. It is an integral part of the planning and delivery of Councils strategic vision and statutory obligations. The principal role of a Long-Term Plan is to outline what the council are going to deliver over the next 9 (usually 10) years and how this will be funded.

13. Significance Assessment

The significance and engagement policy sets out the criteria and framework for a matter or transaction to be deemed significant. The Long-Term Plan is of great

significance as it outlines the financial forecasts, capital programme, operational plans, and rates.

14. **Māori Impact Statement**

Council works in partnership with Ngāti Waewae to provide governance. The outputs have a high importance in relation to Tangata Whenua matters. This is also in line with the consultation we have ongoing with Iwi at present.

15. **Risk Management Implications**

Not Applicable.

16. **Policy & Legislative Considerations**

The Local Government Act 2002 governs the activities of Buller District Council and sets out the requirement for consulting and adoption of the Long-Term Plan. This report assists with two key purposes of that Act (located at section 3) stating the purpose of the act is to promote the accountability of local authorities to their communities and provide for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality local infrastructure, local public services, and performance of regulatory functions.

17. Section 150 of the Local Government Act 2002 outlines how public entities will set fees in keeping with the following principles:

- **Authority** - the entity must have the legal right to charge a fee for the goods or services that it is legally obliged to provide. The fee must be set within the scope of the provision that gives the entity that right.
- **Efficiency** - the entity must understand and monitor its costs in providing the goods or services. It has to operate efficiently and accurately calculate the cost of providing the goods or services.
- **Accountability** - the entity must ensure that its methods to identify costs and set fees are transparent and consult with the public where appropriate.

18. **Legal Implications**

There is no legal context, issue, or implication relevant to this decision.

19. **Financial / Budget Implications**

20. The fees and charges have taken a more user pays approach. If these were to be changed then it could have an impact on the rates.

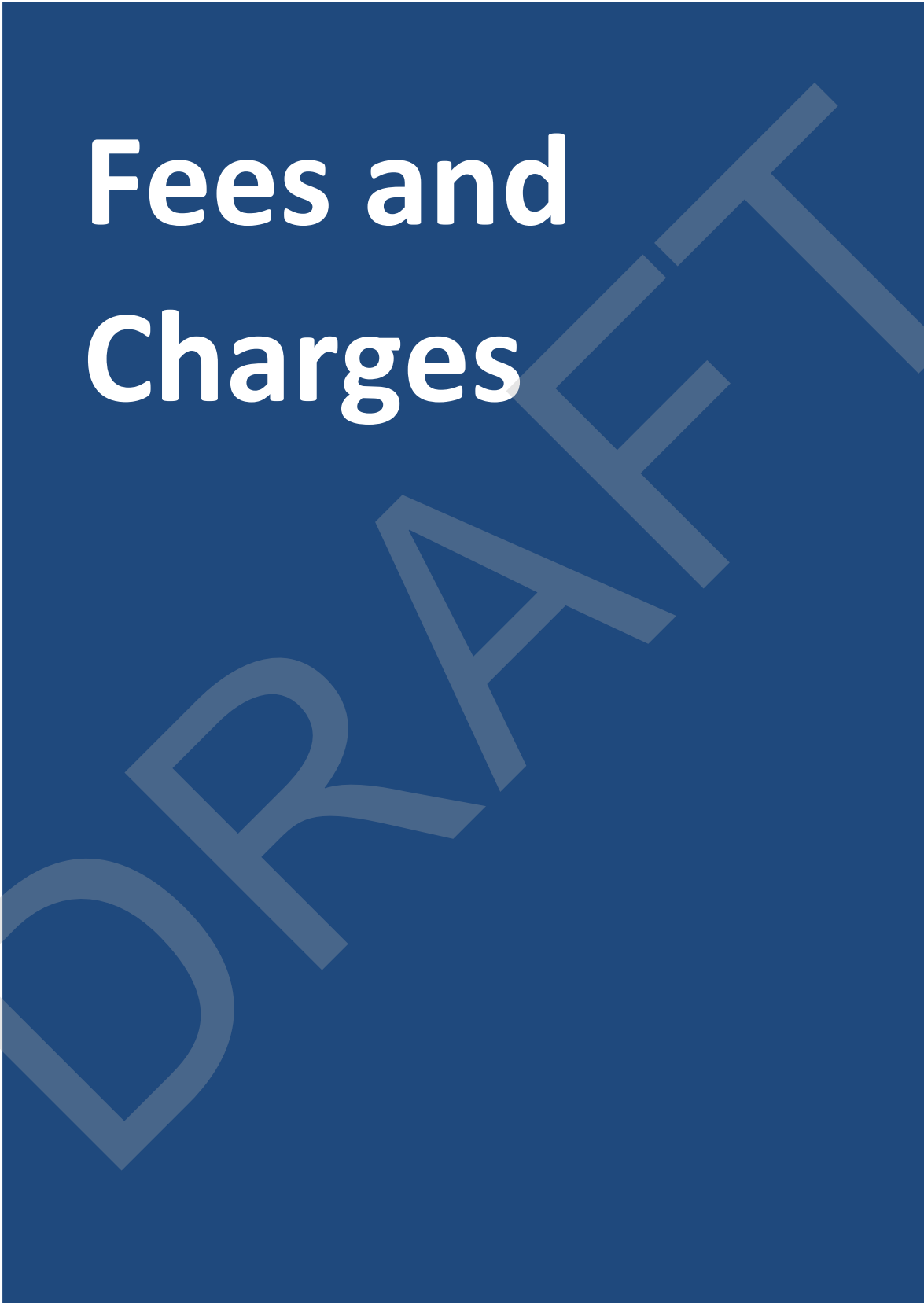
21. **Communication Internal / External**

This decision may attract media interest which will be managed by the Council's Communication's team and will also be considered from an internal point of view as well

22. **Consultation Considerations**

The outcome will be in the draft Long-Term Plan document and the community will be able to do a submission on them as part of the consultation in April.

Fees and Charges



FEES AND CHARGES

All figures are GST inclusive unless expressly stated otherwise.

Library			
Archives		Photocopying	
Initial research (for search conducted by library staff)	\$20.00 first 15 minutes	A4 mono	\$0.30 per sheet
Search fee (for search conducted by library staff)	\$80.00 per Hour	A4 mono double-sided	\$0.60 per sheet
Rentals		A4 colour	\$1.20 per sheet
Books - large print	\$0.50	A3 mono	\$0.50 per sheet
Books - rental titles other than best-seller collection	\$1.00	A3 Mono double-sided	\$1.00 per sheet
Books - best-seller collection (two-week loan only)	\$3.00	A3 colour	\$2.20 per sheet
		Scanning	
		Use of scanning services transaction	\$1 per
Magazines (first issue year)	\$0.50	Laminating	
Jigsaws	\$1.00	A4	\$2.00 each
DVD	\$3.00	A3	\$4.00 each
Items recovery charge		Hire of Meeting Room	
Lost/damaged	Replacement cost plus \$6.00 processing fee	Commercial / business / government department	\$150.00 per day
Item recovery charge This charge applies to any overdue accounts referred to Council and followed up with a debt collection agency)	\$15.00	Commercial / business / government department	\$75.00 per half day
Requests		Non-profit / community group	\$50.00 per day
Interloan (reciprocal libraries).	\$9.00	Non-profit / community group	\$25.00 per half day
Interloan (non-reciprocal libraries).	\$20.00	Housebound service	
		Annual charge	\$20.00
Replacement cards	\$2.00	Non resident subscription	
Sales		Holiday card - valid up to one month	\$15.00

Books	From \$1.00 - \$3	Subscription membership card (valid six months)	\$50.00
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Book covering	\$8.00
Internet printing (from People's Network):	
A4 mono	\$0.20 per side
A4 colour	\$1.00 per side
Charging of mobile devices	\$2.00 per device
Re-surfacing of DVD's	\$ 8.00 per DVD

Clocktower	
(excluding tenanted areas, Council Chambers and the Mayor's room)	
Commercial/business/government department (longer term rates by negotiation)	\$200.00 per day
Non-profit/community group	\$50.00 per day, up to a maximum of \$400.00 per event

NBS Theatre	
Movie admission	
Adults	\$15.00
Student (with ID)	\$11.00
Children (primary)	\$8.50
Senior citizens (60+).	\$10.00
Family ticket (two adults and two children)	\$42.50
3-D glasses	\$2.50 per pair
Theatre hire	
Variable at discretion of Theatre Manager, plus other direct costs - wages, heating	\$55.00 per hour
Daily Theatre hire rate	

Professional	\$1,200.00
Local	\$600.00
Arts Council and public meetings	\$450.00
Two-day hire	\$1,100.00
Green Room hire rate	
Per hour	\$50.00
Daily rate	\$200.00
Fred Gregory Screen Room hire rate	
Per hour	\$50.00

Daily rate	\$200.00
Equipment usage charges	
Lights	\$20.00 per day
Dimmer packs	\$30.00 per day
Speakers	\$30.00 per day
Microphones, stands, light trees, CD player	\$15.00 per day

Usher, front of house	\$28.00 per hour per person
Laptop, projector and screen	\$30.00 per day
Hire of tablecloths	\$2.50
Hire of chairs	\$4.50
Hire of trestles	\$3.00
Staff technician	\$38.00 per hour
Additional charges	At the discretion of Theatre Manager

Reefton Cinema	
Movie admission	
Adults	\$15.00
Students (with ID)	\$11.00
Children (under 16)	\$8.50
Seniors 60+	\$10.00
Family ticket (two adults and two children)	\$42.50
3-D glasses	\$2.50 per pair
Cinema hire	
Local daily hire	\$500.00
Cinema hire	\$50.00 per hour
Cinema hire - Arts Council and public meetings	\$450.00 per day

Reefton Community Hall	
Hire rate	
Hire rate to 4:00pm weekdays	\$15.00 per hour
Hire rate, nights, weekends, statutory holidays	\$25.00 per hour
<i>(Variable at discretion of Staff, plus other direct costs - wages, heating, cleaning)</i>	

Reefton Women's Institute Rooms / Community room	
Commercial/business/government department	\$165.00 per day
Commercial/business/government department	\$80.00 per half day
Commercial/business/government department	\$25.00 per hour
Non-profit/community group	\$60 per day
Non-profit/community group	\$30 per half day
Non-profit/community group	\$15 per hour

Reserves	
Reefton Community Hall - sports	
U16 training	\$10.00 per hour

Senior training and U16 competition	\$15.00 per hour
Senior competition	\$25.00 per hour
Full night hire	\$250.00
Victoria Square	
Casual Commercial Use of Oval	\$1,500 per weekend
Long Term Leases and Licences	Negotiated case by case and reviewed annually

Kilkenny Park	
Casual Commercial Use	\$ 350.00 per event
Hall and reserve hire fees	
Fees and charges are set by the relevant subcommittee	
For campgrounds, please refer to the following pages: https://mokihinui.co.nz/campground/ https://seddonvillepark.co.nz/ https://reeftonmotorcamp.co.nz/	

Westport and Reefton Cemeteries	
Plot Fees	
Lawn plot including pre-purchase plot (includes perpetual maintenance)	\$1,136.00
Eco plot including pre-purchase plot (includes perpetual maintenance)	\$1,136.00
Special area plot (provided for child under 12 years, including still born child)	\$598.00
Ashes plot on ashes berm including pre-purchase plot	\$155.00
Headstone or plaque permit on berm for lawn plot	\$147.00
Headstone or plaque permit on berm for ashes plot	\$74.00
(In recognition of the Returned Services personnel contribution and service to their country, the Council only charges an interment fee for the burial of Returned Services personnel in Council operated cemeteries.)	
Interment Fees	
Interment in lawn plot	\$692.00
Interment in lawn plot extra depth	\$1,156.00
Interment for eco-burial/natural burial – Westport Orowaiti Cemetery only	\$692.00
Interment in special area plot (child aged under 12 years)	\$178.00
Interment in special area plot or in purchased Lawn Plot (Still born baby)	\$64.00
Interment of ashes for one	\$128.00
Interment of ashes for two	\$171.00
In case of double bereavement in one family, interment fee reduced by 33%	
Disinterment	\$692.00 + any additional costs

Reinterment	\$692.00 + any additional costs
Additional Fees	
Interments taking place on weekend or public holiday incur an additional fee	\$289.00
Excavation of a grave on weekend or public holiday will incur an additional fee of	\$365.00

Documentation Fees	
Issue of duplicate of any document or certificate	\$53.00
Cemetery burial records search exceeding 10 minutes of staff time	\$45.00

Rubbish	
The contractors will charge solid waste fees,	
Maruia Landfill	
Minimum charge for refuse	\$12.00
Light truck/ute/van	\$75.00
Single axle trailer	\$75.00
Double axle trailer	\$100.00
Domestic Recycling	Free

Rubbish	
The contractors will charge solid waste fees,	
Karamea Landfill	
Minimum charge for refuse	\$12.00
Charge per tonne (above minimum) including Green Waste	\$132.00 per tonne
Gas Bottles	\$22.00 each
Oil used	\$1.75 per litre
Domestic Recycling	Free
Batteries	Free
Tyres	Free
Scrap metal	Free

Rubbish	
Solid waste fees,	
Westport and Reefton	
Minimum charge for refuse	\$16.20
Charge per tonne (above minimum)	\$606.50 per tonne
Recycling Glass - Commercial	\$100.00 per tonne
Recycling – Other - Commercial	\$906.00 per tonne
Paint 10 or 20 litre Container	\$8.20 per container
Oil used – 4 litre container	\$2.30
Oil used – 20 litre container	\$4.60
Construction and Demolition Waste	\$270.00 per tonne
Whiteware – Fridge/Freezer	Free

Whiteware - Other	\$10.40 each
Gas Bottles	\$10.40 each
Scrap Metal	\$40.00 per tonne
Car bodies – prepared only	\$58,00 each
Batteries	Free
Tyres	Free
E-waste (electronics)	Free
Greenwaste	Free
Polystyrene	Free

Refuse Bin Collection – Zone 1	
Solid waste fees,	
Refuse Wheelie Bin	\$17.00 per empty

Advertising	
Advertising on Palmerston Street rubbish bins. <i>(One panel on each of the 11 bins. The advertiser is to meet the costs of producing the advertising material.)</i>	Cost to be provided upon application
Advertising on Council-owned State Highway billboards	\$800.00 per month, per site (plus GST)
<i>The advertiser is to meet the costs of producing the advertising material, installation and removal.)</i>	

Service Connections	
All service connections shall be on a cost recovery. The work involved shall be installed to Council specifications and the installations must be undertaken by an approved contractor following the application being approved by Council.	

Senior Housing	
Single unit (1 bedroom - Single occupancy)	\$165.00 (GST exempt) per week
Double unit (2 bedroom) (Up to 2 occupants)	\$215.00 (GST exempt) per week
Three 3 bedroom unit (Up to 3 occupants)	\$290.00 (GST exempt) per week
Garage (if available)	\$10.00 (GST exempt) per week

Room rental	
For other rooms not listed, rental rates will be provided on application.	

Additional trade waste charges as per schedule 1C of the Trade Waste Bylaw		
Fees and charges are set annually by Council resolution and notified in the Annual Plan. The following charging categories apply to non-domestic/trade waste consumers.		
A2 Additional trade waste charge		
This is an annual charge for recovery of the marginal cost of providing additional trade waste capacity. This charge will be made using the methodology defined in schedule 1D, of Council's Trade Waste Bylaw. This charge will be made on the basis of multiples of domestic dwelling equivalents. The Domestic Dwelling Equivalent (DDE) varies depending on the activity. To calculate the total trade waste cost charging groups based on DDE are as follows:		
Charging group	Domestic Dwelling Equivalent (DDE) Band	Trade waste fee
A	<2 DDE	\$0
B	2 - <5 DDE	\$100.00
C	5 - <10 DDE	\$200.00
D	10 - <20 DDE	\$400.00
E	20 - <30 DDE	\$600.00
F	30 - <70 DDE	Determination required
G	<70 DDE	Determination required
A4 Trade waste consent application fee		
This is payable with each Trade Waste Consent Application.		
Licence to occupy		
Application for licence to occupy application		\$185.00
Licence to occupy documentation fee		\$185.00
Annual licence fee		
For dwellings on unformed legal road, as per Council policy		Council will provide rental rates upon application. For dwellings on unformed legal road, as per Council policy
(All other licences by negotiation)		

Road stopping	
Application fee <ul style="list-style-type: none"> if application is approved all costs including staff time are payable in advance, in addition to the application fee) 	\$365.00

Vehicle crossings
Vehicle crossings are required to be installed to Council specifications and the installation must be undertaken by an approved contractor following the application being approved by Council. Crossings inspected as part of a resource consent application will be charged at \$170 per hour, other individual inspections will be charged @ \$150 each.

A5 Compliance or extraordinary application processing costs

Time and disbursement costs, as incurred on at a rate identified in the Long-Term Plan.

Extraordinary application processing or compliance costs will subsequently apply.

Schedule 1D of the Trade Waste Bylaw - methodology for calculating additional trade waste charges.

The following methodology will be used to apply the fees and charges set out in schedule.

1C. This methodology is based on principles outline in the Introduction to the bylaw.

1. The Council will prepare a schedule of non-domestic consumers from their rating database.
2. Using best available information and local knowledge, the Council will assess the business function or activity and estimate the relevant local capacity of usage criteria of each non-domestic consumer on the schedule.
3. From load factors for the generic business functions or activities, an average daily flow will be estimated. In special cases, organic load may be considered, if relevant to that activity or if it may have an implication to the sewerage system.
4. From the estimate of daily flows (or organic load in special cases), the ratio of flow estimated from the activity (or organic load) to that expected from a domestic dwelling and as identified will be calculated.
5. As the assessment is not necessarily highly accurate, the calculated ratio will be averaged into one of the following groups and the appropriate charge concluded.

Ratio	Group	Charge
1 - <2	A	1 - no additional charges

2 - <5	B	3 - additional trade waste charges
5 - <10	C	7 - additional trade waste charges
10 - <20	D	15 - additional trade waste charges
20 - 30	E	25 - additional trade waste charges
>30	F	Ratio x additional trade waste charges
>70	G	Formal trade waste consent application required

6. The assessment will be forwarded to the applicant as a provisional trade waste consent, with procedures defined in section 3.2 of the bylaw.

7. For application assessed or known to have a maximum flow greater than 50m³/day, a formal trade waste consent application shall be required to be submitted by the consumer.

For further information regarding the Trade Waste Bylaw contact the Infrastructure Services Department.

South Granity Water Contribution	
Buller District Council has a memorandum of understanding with the South Granity Water Board to collect an annual charge for the upkeep of the South Granity community water supply. The charge is applicable for all properties connected to the water supply and will be included in the rates assessment for the property.	\$288.00 per year
Instalment dates	
South Granity water charges are payable in 4 instalments with the due dates being:	
Instalment 1	28 August 2024
Instalment 2	28 November 2024
Instalment 3	28 February 2025
Instalment 4	28 May 2025
Penalties	
On the penalty date a ten percent (10%) charge will be added to the balance of charges left owing A charge of five percent (5%) will be added on 1 September 2025 to any balance owing from any year's charges applied prior to 1 July.	
South Granity Water charges are payable at Council's main office, Brougham Street, Westport (open 8.30am - 4.30pm, Monday to Friday), or the Visitor and Service Centre at 67 - 69 Broadway, Reefton (open 8.30am - 4.30pm), or by using on-line banking, or through direct credit, direct debit, or credit card.	
All unpaid water charges will incur penalties on the penalty dates as set out in the table below:	
Instalment 1	29 August 2024 10%
Instalment 2	29 November 2024 10%
Instalment 3	29 February 2025 10%
Instalment 4	29 May 2025 10%
Any year's water contribution struck prior to 1 July 2024	1 September 2024 5%

Regulatory Services - Resource Management/Planning

Basis of charges

The Buller District Council has adopted a user pays policy for all resource consent applications and functions that the Council carries out under the Resource Management Act 1991. The purpose of the charges is to recover the actual and reasonable costs incurred by the Council.

In setting these charges, the Council has had regard to the criteria set down in Section 36 of the Resource Management Act (RMA).

Timing of payments

Most of the charges and amounts specified in this schedule (unless otherwise specified) are payable in advance of any action being undertaken by the Council. Pursuant to Section 36(7) of the RMA the Council need not perform the action to which the charge relates until the charge has been paid in full.

Deposits

Deposits are initial charges payable at the time an application is submitted to Council for processing. Notwithstanding that a deposit may be paid, the Council will commence processing the application only when it is satisfied that the information received with the application is adequate.

Since resource consent applications can vary significantly in their content and nature, the Council cannot set a fixed charge that would be fair and reasonable in every case.

The deposit shown in the schedule is the minimum deposit for that particular application category. A deposit higher than the minimum could be required and this would be dependent on the nature and scale of each specific application.

Final costs

When the processing of an application has been completed and a decision has been made, Council will then finalise the cost of processing the application.

(a) Remission of charges

Pursuant to Section 36(5) of the RMA, the Council, at its discretion may remit the whole or any part of the charges listed.

(b) Additional charges

Additional charges may be required under Section 36(3) of the RMA where the deposit is inadequate to cover costs, to enable Council to recover its actual and reasonable costs relating to any particular application.

(c) Discount on the charges

Pursuant to Section 36AA of the RMA the Council will give discounts on administrative charges to applicants whose resource consents have exceeded the prescribed timeframes where the responsibility for the failure rests solely with Council. The refund will be in accordance with the Resource Management (discount on administrative charges) Regulations 2010.

Policy

As a basis for additional costs under Section 36(3) of the RMA 1991, Council will assess such costs on the following basis:

- (a) Staff costs will be charged out at their hourly charge out rates as determined by the Department Manager from time to time.

- (b) Vehicle mileage rates will be charged at \$2.00 per kilometre plus GST for external charging. Travel for Consultants will be charged at cost.
- (c) Staff travel time for site visits will be capped at one hour, plus applicable mileage.
- (d) Advertising, materials and laboratory costs will be charged at cost.
- (e) Costs for Hearing Commissioners and their disbursements will be recovered at actual rates.
- (f) Legal charges / peer reviews will be recovered at actual rates.
- (g) Costs for contractors and consultants will be recovered at actual rates.
- (h) An additional charge of 10% will also be applied to cover Council's costs in relation to outsourced consent applications.

List of charges	
A charge shall be made for each type of application or action listed. All charges unless otherwise specified in this table are a deposit and are inclusive of GST. All references are to the Resource Management Act 1991 and any subsequent amendments unless specified otherwise.	
Application administration fee	\$200.00
Monitoring administration fee	\$200.00
Category A - Land Use Consents	
Description of service	Minimum deposit/fixed charge
Non notified applications (other than below), including certificate of compliance applications	\$1,200.00 deposit with full cost recovery
Non notified <ul style="list-style-type: none"> • Electric line installation • Minor bulk, height and location matters • Signs 	\$800.00 deposit with full cost recovery
Non-notified relocation of an existing powerpole	\$600.00 flat fee
Notified (e.g. hearings and joint hearings with the Regional Council)	\$1,500.00 deposit with full cost recovery
Deemed permitted boundary activities – section 87BA of the Resource Management Act 1991	\$550.00 deposit with full cost recovery
Deemed permitted activities – section 87BB of the Resource Management Act 1991	\$550.00 deposit with full cost recovery
Category B - Subdivision Consents	
Non notified applications, including certificate of compliance applications	\$1,200 deposit with full cost recovery
Notified	\$1,500.00 deposit with full cost recovery
Boundary adjustment	\$1200.00 deposit with full cost recovery
Category C - Survey Plan and Related Subdivision Processing	
Section 223 sealing of plan	\$350.00 minimum with full cost recovery
Signing under section 224(c) where no conditions are imposed	\$250.00 minimum with full cost recovery
Signing under section 224(c) where conditions are imposed	\$350.00 minimum with full cost recovery

Section 226 Certificates	\$500.00 minimum with full cost recovery
Right of way and easement amendments (section 348 of LGA 1974)	\$550.00 minimum with full cost recovery
Resolution for no frontage access to a lot (section 321 of LGA 1974)	\$400.00 minimum with full cost recovery
Authenticated copy of section 321 resolution	\$230.00 minimum with full cost recovery
Easements and encumbrances including lifting building line restrictions	\$400.00 minimum with full cost recovery
Other services (e.g. building, engineering advice)	At Cost
Category D - General Consent Processing and Monitoring	
Compliance monitoring on a Resource Consent where a breach of consent condition or conditions are identified - Sec 35(2)(d)	At cost invoiced on completion of investigations
Compliance monitoring of Resource Consent conditions, including Compliance Certificate for completion of conditions	At cost, invoiced on completion of investigations
Objection on decision - section 357-357A	\$450.00 deposit with full cost recovery
Lapsing/cancellation/change/review of conditions:	
Sections 125, 126, 127, 128-132.	\$800.00 deposit with full cost recovery
Notified review of condition - section 128	Full cost recovery
Maintenance bond administration	\$300.00 per condition to be bonded
Performance bond administration	\$300.00 per condition to be bonded
Bond preparation by Council Solicitor	At cost
Legal costs associated with consent application	At cost
Category E - Other RMA Functions	
Existing use rights - section 10	\$1000.00 deposit with full cost recovery
Transfer of resource consent (per consent)	\$70.00
Certificate of Compliance - section 139	\$800.00 deposit with full cost recovery

Signing of s241/ cancellation of amalgamation certificate	\$150.00 minimum with full cost recovery
Signing of s243 variation/surrender of easements certificate	\$150.00 minimum with full cost recovery
Signing of s348 certificate	\$150.00 minimum with full cost recovery
Request for private plan change	\$5,100.00 deposit with full cost recovery
Requirement for Designation - Sections 168-173/Heritage Order Sections 189-191	
Non-notified	\$1,100.00 deposit with full cost recovery
Notified	\$2,100.00 deposit with full cost recovery
Outline Plan- section 176A	
Approval of outline plan - section 176A	\$400.00 deposit with full cost recovery
Waiver of outline plan - section 176A	\$200.00 flat fee
Requirement for alteration of a designation - Section 181	
Non-notified	\$600.00 deposit with full cost recovery
Notified	\$900.00 deposit with full cost recovery
Application to determine that a designation should not lapse - Sections 184(1)(b) and (2)(b):	
Non-notified	\$400.00 deposit with full cost recovery
Notified	\$1,100.00 deposit with full cost recovery
Category F - Miscellaneous	
Preparation of any documents for the purposes of the Overseas Investment Commission.	At Cost
Information requests that take longer than 30 minutes to answer	At Cost
Record of Title search (or first instrument)	\$50.00
Plus: per additional document relating to Record of Titles	\$20.00
Consultants' miscellaneous fees (i.e., printing costs)	At Cost
Consultation of more than 30 minutes regarding information in respect of District Plan or proposed District Plan interpretation on any one project, excluding explanations associated with the statutory process for processing a consent.	Invoiced on completion of consultation
Searching and compiling information in respect of plans, resource consent records, planning files, involving more than 30 minutes and per half hour or part thereof	\$50.00 deposit with full cost recovery
Written response to interpretations sought on District Plan or any Proposed District Plan rule/s	Invoiced on completion of investigations
Category G - District Plans	
Buller District Plan folder (A4 printed)	\$300.00 flat fee

Buller District Plan on USB	\$80.00 flat fee
Buller District Plan maps - printed A3	\$350.00 flat fee
Buller District Plan maps - copy on USB	\$80.00 flat fee
Category H – Charge-out rates (including rates, mining privileges) The following are charge-out rates that will be used to assess actual costs	
Chief Executive	\$200.00 per hour
All divisional managers	\$200.00 per hour
Processing officer (including consultants undertaking processing and monitoring of applications)	\$145.00 - \$260.00 per hour
Assets and infrastructure and building officers	\$145.00 - \$260.00 per hour
Technical support officer planning	\$165.00 per hour
Other staff	Hourly rate set by Manager of the respective department
Cost of commissioners attending hearings	Actual costs
Consultants and contractors (e.g., noise reports, legal advice, does not include processing and monitoring consultants).	Actual costs
Copying, vehicle costs and other administration charges are applicable as prescribed for the whole of Council's operations.	
Notes	
<ul style="list-style-type: none"> The Council may charge a late default fee of \$200.00 if a resource consent application is withdrawn within five (5) working days of an appointed hearing, in addition to costs. Consent monitoring charges will be included as conditions on resource consents where appropriate. Every other certificate, authority, approval, consent, service given or inspection made by the Council under any enactment or regulation not specifically mentioned in the resolution above, where such enactment contains no provision authorising the Council to charge a fee and does not provide that certificate, authority, approval, consent, service or inspection is to be given or made free of charge, will be charged for at cost. This includes cancellation of amalgamation conditions. All information searches which take longer than 30 minutes will be charged for. Where one or more submitters make a request under Section 100A of the RMA to have a resource consent application heard by one or more hearing commissioners who are not members of the Council, the applicant will pay the amount that the Council estimates it would cost for the application to be heard had the request not been made, and the submitter(s) who made the request will pay, in equal shares, the cost of the application being heard that exceeds that amount payable by the applicant. Where the applicant requests to have a resource consent application heard by one or more hear commissioners who are not members of 	At costs

the Council, under Section 100A of the RMA, the applicant will pay the full costs.	
Land Information Memorandum (LIM)	
Land Information Memorandum (excluding commercial and farms) minimum fee of:	\$375.00
Land Information Memorandum – commercial and farms - minimum fee of:	\$500.00
Building Act Activity	
<p>The cost of your building consent depends on the type of application, costs of the work involved, levies, how long it takes to process and how many inspections you will need.</p> <p>An estimated number of inspections will be charged for at the outset, with additional inspections charged for at the end of the project. Refunds may be available for any unused inspections, which is calculated at the end of the job.</p> <p>All building work over a certain value attract MBIE and BRANZ levies and an insurance charge– see end of building consent fees and charges for this.</p> <p>You, as the owner, are responsible for paying the fees. If you withdraw an application at any stage you are still required to pay charges incurred for the consent.</p> <p>All new housing/residential, commercial buildings, major alterations and certificate of Acceptances require the deposit to be paid.</p> <p><i>Any functions or services that are provided but are not specifically detailed in this schedule will be charged at the relevant officer charge out rate.</i></p> <p>ALL FEES AND CHARGES ARE GST INCLUSIVE UNLESS OTHERWISE STATED</p>	
Housing / Residential Units – Single and Multi-Unit	
Deposit – per application	\$3,000
Project Information Memorandum (with BC application)	\$235 plus processing fees
Compliance Check - RMA / Planning	\$105 plus processing time if over 30 minutes
Consent fee	<ul style="list-style-type: none"> • Category Res 1 & 2 \$595 • Res 3 \$775 • Multi units x 2 \$1185 All plus processing fees

Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000. \$1875 plus GST fixed fee for consents with a value over \$2,500,000
BCA Quality Assurance / Accreditation Levy	\$400 Multi units \$800
Inspection Fees	\$225 each
Code Compliance Certificate	<ul style="list-style-type: none"> • Category Res 1 & 2 \$595 • Res 3 \$775 • Multi units x 2 or more \$1185 All plus processing fees
Commercial/Industrial	
Deposit – per application	\$3,000
Project Information Memorandum	\$340 plus processing fees
Compliance Check – RMA / Planning	\$105 plus processing time if over 30 minutes
Consent fee	<ul style="list-style-type: none"> • Category Com 1 & 2 \$775 • Com 3 \$950 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000. \$1875 plus GST fixed fee for consents with a value over \$2,500,000
BCA Quality Assurance/ Accreditation Levy	\$500
Inspection Fee	\$225 each
Code Compliance Certificate	<ul style="list-style-type: none"> • Category Com 1 & 2 \$775 • Com 3 \$950 All plus processing fees
Accessory Buildings – garages, shed, sleepouts, temporary buildings, pool, signs and demolition outside of Schedule 1 etc	
Project Information Memorandum	\$235 plus processing fees
Compliance Check – RMA	\$105 plus processing time if over 30 minutes
Consent & processing	\$215 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000
BCA Accreditation Levy	\$120
Inspection Fee	\$225 each
Code Compliance Certificate	\$215 plus processing fees
Minor Alterations/Renovations (<\$150,000)	
Project Information Memorandum	\$235 plus processing fees
Compliance Check - RMA	\$105 plus processing time if over 30 minutes
Consent fee	\$215 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000
BCA Accreditation Levy	\$200
Inspection Fee	\$225 each
Code Compliance Certificate	\$215 plus processing fees

Major Alterations/Renovations (>\$150,000 and over)	
Deposit - required	\$3,000
Project Information Memorandum	\$235 plus processing fees
Compliance Check - RMA	\$105 plus processing time if over 30 minutes
Consent fee	<ul style="list-style-type: none"> • Category Res 1 & 2 \$595 • Res 3 \$775 • Category Com 1 & 2 \$775 • Com 3 \$915 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000
BCA Accreditation Levy	\$400
Inspection Fee	\$225 each
Code Compliance Certificate	<ul style="list-style-type: none"> • Category Res 1 & 2 \$595 • Res 3 \$775 • Category Com 1 & 2 \$775 • Com 3 \$915 plus processing fees
Free-standing Spaceheater	
Set fee, including one inspection	\$635
Additional Inspection Fees	\$225 each
Additional Processing	as per processing section
Plumbing & Drainage	
Project Information Memoranda	as per processing section
Compliance Check	\$105 plus processing time if over 30 minutes
Consent fee	\$215 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000
BCA Accreditation Levy	\$65
Inspection Fee	\$225 each
Code Compliance Certificate	\$215 plus processing fees
Application for Project Information Memorandum (PIM) only	
BCA Accreditation Levy	\$65
PIM Fees - Residential	\$235 plus processing fees
PIM Fee - Commercial/Industrial	\$340 plus processing fees
Alpha One / Objective Build online processing charge	\$92
Compliance Check	\$105 plus processing time if over 30 minutes
++Where any building charge is inadequate to enable the recovery of the actual and reasonable costs, a further charge may be payable.	
Marquees Only	
Consent fee	\$70 plus processing fees
Alpha One / Objective Build online processing charge	\$92 for work less than \$125,000K or 0.075% plus GST for total value of work over \$125,000
BCA Accreditation Levy	\$62
Inspection Fee	\$225 each
Code Compliance Certificate	\$70 plus processing fees

Receiving and Checking Building Warrant of Fitness (BWOFF)	
BWOFF - On or before due date (inc B-rad and S-rad)	<ul style="list-style-type: none"> • \$62 backflow preventor only • \$200 (2 – 4 specified systems) • \$300 (5 - 6 specified systems) • \$400 (7 or more specified systems)
After due date	\$200 late fee
BWOFF - Audits	\$225 per inspection
Compliance Schedules	
New Compliance Schedules	\$455 plus processing fees
Duplicate/copy Compliance Schedules	\$166
Amendment to compliance schedule	\$235 plus processing fees
Certificate of Acceptance	
Certificate of Acceptance – Emergency works	A fee of \$595 plus any fees, charges and levies that would have been payable had a building consent been applied for plus processing fees
Certificate of Acceptance – all other works application fee	\$1850 flat fee plus any fees, charges and levies that would have been payable had a building consent been applied for in accordance with Section 97 of the Building Act 2004. plus processing fees
Other Building Charges	
Withdrawal or Lapse of Building Consent	\$155
Waiver / Modification for Durability	\$155
Notices to Fix	\$546 includes 1 investigation inspection and 1 hour processing time. Additional inspections will be charged accordingly as per the inspection fees.
Notice to Fix – Building Warrant of Fitness	\$285 includes processing fees
Residential Swimming Pool compliance inspection	\$225 per inspection
Certificate of Public Use [CPU] (valid for 12 months from issue)	\$565 includes one hour processing time
Additional CPUs for the same consent	\$820 include one hour processing time
On-site - Variation to building consent	\$115 plus processing fees
Building consent amendment	\$155 plus processing fees plus online processing charge and amendment accreditation levy
Accreditation charge for amendments	\$100
Extension of time for exercise of building consent	\$175
Signing of Certificates for Lodgement (s 72 & s75)	\$350
Deposit to lodge s 72/75 certificate	\$670 (actual costs to be charged) includes lawyers costs and lodgement fee
Removal of s 73 or 75 certificate	\$350

Section 124 notice – dangerous/insanitary buildings (except in the event of a natural disaster)	\$350
Extension of time for obtaining CCC	\$175
Preparation of Sec 37 Certificate	\$85
Reapply for a CCC once it is refused	\$175
Exemptions under Schedule 1(2)	\$400 plus levies & hourly processing \$92 online processing charge fees apply whether the decision is to approve or decline the application
Investigation/Additional / Site Inspections Desktop / Remote inspection – only with prior approval and 2-day booking	\$225 each \$160 each
Cancellation of inspection – on the day of	\$130 each
Certificate of compliance (district licencing agency) – building code assessment for fire safety and sanitary facilities in a building, done with an alcohol licence application	\$250 includes 1 hour processing time
Building Infringement	Relevant set fee plus \$155 administration charge
Application for extension of time – Heritage Earthquake prone building	\$360 includes 1 hour processing fees
Receiving and reviewing of engineer/ information relating to status of an earthquake prone building	\$460 includes 1 hour processing fees
Issue of Earthquake prone building notice (S133AL)	\$260 includes 1 hour processing fees
Removal of an Earthquake prone building notice	\$260 includes 1 hour processing fees
File lodgement fee for BCA to supplying records to the TA under S238 of the Building Act 2004	\$155
Insurance / Legal Levy	
Residential, and accessory buildings: assessed value of work over \$20,000	
• Accessory buildings	\$100
• Housing / Residential standalone units	\$300
• Housing/Residential multi units of 2	\$650
• Housing/Residential muti units 3 or more	\$850
• Commercial	\$500
Application for information for Determinations	Hourly rate for staff involved and lawyers' fees
Applications for court orders	\$150 plus processing costs

Hourly Fee structure for staff – per hour:	
Processing fees per hour	Refer to hourly fee structure for staff below
<ul style="list-style-type: none"> • Administration Staff \$155 • Compliance, monitoring & enforcement officer \$210 • Residential Building Control Officer \$210 • Commercial Building Control Officer \$230 • Building Team Leader/Manager \$260 • Infrastructure Officer fees \$210 	
Meetings charge out rate – staff	Refer to hourly fee structure for staff (first 10 minutes free)
Specialist / consultancy specific design input	At cost plus 10%
Building Research Levy	
In addition to the Building Consent Fee, a Building Research Levy based upon \$1.00 per \$1,000 or part thereof of total value is required to be paid.	
Consents of lesser value than \$20,000 are exempt from this levy.	
Building MBIE Levy	
In addition to the Building Consent, a Building Industry Levy based upon \$1.75 per \$1,000 or part thereof of total value is required to be paid.	
Consents of lesser value than \$65,000 are exempt from this levy.	
Independent Building Consent Authority (BCA)	
Where the services of a Building Certifier are used, the fee will be established on a case-by-case basis to ensure full cost recovery.	
Election Signs – if not exempt work under Schedule 1 of the Building Act 2004	
Up to 3 signs	\$335 plus online fees, accreditation levy and processing time
Up to 6 signs	\$670 plus online fees, accreditation levy and processing time
For each additional sign in excess of 6 signs	\$25
Reports	
Monthly building consent reports	\$85

SALE AND SUPPLY OF ALCOHOL

On, Off or Club Licence

Applications and renewals for On, Off or Club Licence are assessed using a cost / risk rating system. The cost / risk rating of the premises is the sum of the highest applicable weighting for the type of premises and type of licence, the hours of operation and any enforcement holdings in the last 18 months.

Cost/risk rating	Fees category	Application fee \$ incl GST	Annual fee \$ incl GST
0-2	Very low	\$368	\$161
3-5	Low	\$609.50	\$391

6-15	Medium	\$816.50	\$632.50
16-25	High	\$1,023.50	\$1035
26 plus	Very High	\$1,207.50	\$1437.50

The cost/risk rating used to set the fees above is calculated using the tables below.

Latest alcohol sales time allowed for premises

	Latest Trading time allowed	Weighting
Premises for which an on-licence or club-licence is held or sought	2.00 am or earlier	0
	Between 2.01 and 3.00am	3
	Anytime after 3.00 am	5
Premises for which an off-licence is held or sought (other than remote sales)	10.00pm or earlier	0
	Anytime after 10.00pm	3
Remote Sales premises	Not Applicable	0

Type of premises

Type of Licence	Type of Premises	Weighting
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
	Class 2 restaurant, hotel, function centre	10
	Class 3 restaurant, other premises not otherwise specified	5
	BYO restaurants, theatres, cinemas, winery cellar doors	2
Off-Licence	Supermarket, grocery store, bottle store	15
	Hotel, Tavern	10
	Class 1, 2 or 3 club, remote sale premises, premises not otherwise specified	5
	Winery cellar doors	2
Club-licence	Class 1 club	10
	Class 2 club	5
	Class 3 club	2

Enforcement holdings

Number of enforcement holdings in respect of the premises in the last 18 months	Weighting
None	0
One	10
Two or more	20

Definitions for types of premises

Type	Class	Description
Restaurants	1	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a significant bar area and operates that bar area at least one night a week in the manner of a tavern.

	2	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a separate bar area and does not operate that bar area in the manner of a tavern at any time.
	3	A restaurant that has or applies for an on-licence and, in the opinion of the Territorial Authority, only serves alcohol to the table and does not have a separate bar area.
	BYO	A restaurant for which an on-licence is or will be endorsed under section 37 of the Act.
Clubs	1	A club that has or applies for a club licence and has at least 1,000 members of purchase age and in the opinion of the territorial authority, operates any part of the premises in the nature of a tavern at any time.
	2	A club that has or applies for a club licence and is not a class 1 or class 3 club
	3	A club that has or applies for a club licence and has fewer than 250 members of purchase age and in the opinion of the territorial authority, operates a bar for no more than 40 hours each week.
Remote sales premises		Premises for which an off-licence is or will be endorsed under section 40 of the Act.
Enforcement holding		A holding as defined in section 288 of the Act, or an offence under the Sale of Liquor Act 1989 for which a holding could have been made if the conduct had occurred after 18 December 2013.

SPECIAL LICENCES

The fee payable for a Special Licence is assessed using a cost / risk rating system depending on the size of the event and the number of events applied for.

Large event: Means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people.

Medium event: Means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people.

Small event: Means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.

Class	Issued in respect of	Application fee \$ incl GST
1	1 large event: More than 3 medium events or More than 12 small events	\$575
2	3 to 12 small events: 1 to 3 medium events	\$207
3	1 – 2 small events	\$63.25

Other Charges

Other Charges	Issued in respect of	Application fee \$ incl GST
Managers Certificate	New or Renewal	\$316.20
Temporary Authority	Per licence	\$296.70

HEALTH INSPECTIONS

Health inspection fees	
Premises licence fees	
Additional visits if required	\$145.00 per hour (includes mileage)
Food vending machines	\$39.00
Hairdressers	\$220.50
Mortuary licence	\$276.00
Offensive trades	\$300.00
Camping grounds	\$400.00
Transfer fee of health registrations	\$50.00
Others - itinerant traders	\$300.00
Trading in public places licence (street stalls):	
up to and including a maximum of three (3) days over any seven (7) day period	\$26.25
for more than three (3) days up to seven (7) days over any seven (7) day period	\$42.00
Mobile or Travelling shops	
Full year	\$250.00
1 October to 31 st March	\$175.00
Licence to Occupy footpaths for dining purposes - temporary structures	\$126.00
If a business is required to be registered under the Food Act 2014, the following charges apply	
Registration of Food Control Plan and/or national programme (initial)	\$250.00
Renewal of Food Control Plan and/or national programme.	\$200.00
Food Premises Levy	\$97.25
Printed food control plan	\$30.00
Printed food control diary	\$10.00
Verification visits (per audit)	\$200.00 per hour
Verification follow-up including corrective actions	\$200.00 per hour
Amendment to food control plans based on a change in circumstances	\$50.00
Additional visits to check compliance	\$180.00 per hour
Compliance and monitoring (investigation of complaint resulting in the issue of an improvement notice by Food Safety Officer.	\$180.00 per hour
Environmental Health Officer	
Inspections	\$200.00 per hour
Administration	\$155.00 per hour
Consultation	\$200.00 per hour

Gambling venue applications	
Application for class 4 gambling venues	\$325.00
Licence Inspection Fee	\$200.00

Amusement devices	
For one device, for the first seven days of proposed operation or part days thereof	\$11.25
For each additional device, for the first seven days of proposed operation of part days thereof	\$2.25
For each device, for each further period of seven days or part thereof	\$1.12

Dog registration fees	
For the purposes of determining Annual Dog Registration Fees, there will be two categories of dog owner - those considered to demonstrate competent dog ownership known as responsible dog owners (RDO) and those who have not.	
To demonstrate competence a dog owner must not have had any substantiated complaints in the previous twelve-month period. Animal Control Officers will be responsible for investigating and recording complaints made about dogs.	
Working Dogs are defined as dogs that are used specifically or solely for herding or droving stock.	
Responsible dog owners will be charged the following registration fees	
<i>20% discount for Gold Card holders. Gold Card must be presented at the time of payment.</i>	
<i>Dogs aligned with disabilities or medical reasons will not incur registration fees (at the discretion of the Compliance Manager).</i>	
Approved dog owners - entire dogs	Non-Working Dogs \$89.50 Working Dogs \$67.50
Approved dog owners - de-sexed dogs	Non-Working Dogs \$69.50 Working Dogs \$52.50
Dog owners who are not able to show competence in dog ownership will be charged the following fees	
Entire dogs	\$154.50
De-sexed dogs	\$134.50
Other fees related to dog registration	
Dogs not registered after due date - per dog	Additional 50%
Duplicate registration tags	\$2.50
Microchipping of dogs	\$20.00
Microchipping of dogs (after hours)	\$40.00
Inspection fee	\$55.00
Animal control officer consultation	\$66.50 per hour
Dog impounding	
First impounding within 12 months	\$90.00
Second impounding within 12 months	\$180.00

Third impounding within 12 months	\$250.00
Plus, in each instance above, a sustenance fee per day or part thereof.	\$22.50

Dogs impounded after normal working hours, owner to pay an additional fee	\$50.00
Finder's fee (first offence, registered, able to be identified, able to be received)	\$30.00
Dog Euthanasia	Full cost recovery

Ranging and impounding of animals	
Stock impounding	Actual cost
Every horse, above 12 months of age	\$60.00
Every horse, under 12 months of age	\$60.00
Every mule or ass	\$60.00
Every bull over the age of 9 months	\$60.00
Every ox, cow, steer, heifer or calf	\$60.00
Every ewe, wether or lamb	\$50.00
Every hind or stag	\$60.00
Every goat	\$50.00
Every boar, sow or pig	\$50.00
Impounding and sustenance	
<p>The owner of any stock impounded shall pay, in addition to the above impounding fee, a similar amount per day or part day thereof for sustenance, and actual and reasonable charges incurred in impounding the stock on the following basis:</p> <p>The actual costs on wages plus 140% (plus GST)</p> <ul style="list-style-type: none"> • Vehicle expenses at \$1.50 per kilometre plus GST for external charging. The actual freight costs incurred 	
Administration costs	
Travel costs	vehicle expenses at \$1.50 per kilometre (plus, GST for external charging)

Information services	
Where written information is sought, or staff are employed to provide information other than that in relation to normal inspectoral or by-law requirements,	
an hourly rate of:	\$71.50
Photography costs	\$2.00 per photo
Other services	
All other services rendered by staff which is outside of the services normally provided for in the other fees and charges	\$71.50 per hour.

All departments	
Staff time	
For chargeable services the staff hourly rate is:	\$80.00 per hour

Photocopying	
A4 Mono	\$0.20 per copy
A4 Colour	\$1.00 per copy

A3 Mono	\$0.40 per copy
A3 Colour	\$2.00 per copy

Aerial photos or maps

GIS preparation and printing:	\$10.00 per item
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<ul style="list-style-type: none"> • Photocopying charges apply as above for multiple copies. • Complex enquiries may incur specialist staff time charges 	
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Electronic imaging:

CD or DV	\$5.00 per job
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Westport Airport Authority

Parking charges	
Daytime (more than 1 hour, but less than 24 hours).	\$6.00 per day
Overnight (24-hour period, plus).	\$12.00 per 24-hour period
7 days	\$60 per 7 nights
12-month annual parking	\$504 per 12 months
12-month annual parking 2 vehicles	\$897 per 12 months
Daily casual landing fees: Weights based on aircraft's maximum certified take-off weight (MCTOW):	
0–1000kg	\$10.00
1,001–2,000kg	\$20.00
2,001–3,500kg	\$35.00
3,501–5,000kg	\$65.00
5,001–12,000kg	\$125.00
12,001 – 25,000 kg	\$260.00
25,001 kg and over	\$320.00
Discounts and administration charges: An honesty box is provided for operators of light aircraft below 2,000kg, which is located adjacent of the terminal building.	
Aircraft MCTOW of less than 1,000kg.	\$5.00
Aircraft MCTOW of 1,000kg to less than 2,000kg	\$15.00
Touch and go practice landing will be charged for one landing only	
A \$10.00 administration charge applies to all invoice less than \$20.00 per month.	

Westport port	
<i>(All fees are inclusive of GST. Per day rates - minimum 24 hours)</i>	
Soundings	
Special Soundings (at the request of Ship's Master or Agent)	\$690.00 per hour.
Harbour Master vessel use	
Per hour	\$690.00

Wharfage and other	
Fish	\$9.45 per metric tonne or part thereof.
Other bulk commodities	\$9.45 per metric tonne or part thereof.
All other cargo	\$9.45 per metric tonne or part thereof.
Trans-shipment (within Westport Harbour limits)	\$2.45 per metric tonne or part thereof.
Containers- (TEU=20ft equivalent)	\$215.45 per TEU.
Containers- (FEU=40ft equivalent)	\$305.00 per FEU.
Landing /loading of passengers.	\$22.50 p/p.
Berthage	
Casual rate vessel more than 25m (LOA).	\$4.65 per metre per day.
Permanent berth holders (floating marina and Fishermans wharf)	An annual charge of \$205.00 per metre or part metre of the overall length of the vessel. Minimum charge 6 months.
Permanent berth holders (pole mooring)	An annual charge of \$155.00 per metre or part metre of the overall length of the vessel for pole mooring (non-powered). Minimum charge 6 months.
Permanent berth holders (non-secure)	An annual charge of \$175.00 per metre or part metre of the overall length of the vessel. Minimum charge 6 months.
Mooring Fee - Linesmen	
Monday-Friday (0700 hrs - 1800 hrs)	\$90.00 per hour, per person
All other times (Minimum charge - 1 hour per person)	\$120.00 per hour, per person
Punt Hire	
Punt hire	\$37.50 per hour
Slipway Charges	
Haulage (up/down) <i>(this includes 5 days applicable cradle charge)</i>	\$900.00 minimum charge
Additional Daily cradle charge <i>(a cleaning fee of up to \$500.00 will be charged if the site is left untidy)</i>	\$150.00 per day
Security Access Card Replacement	
Replacement card	\$75.00
Pilotage	
Per movement (or attempted movement)	\$4612.50
Pilot detailed on board (per day)	\$2500

Pilot/PEC examination	\$ 1355
PEC candidate observation/supervision (per day)	\$1755

DRAFT

Audit Report

Audit Information

To the reader:

DRAFT

Council offices and libraries

Mayor

Jamie Cleine

jamie.cleine@bdc.govt.nz
Phone 027 423 2629

Deputy Mayor

Andrew Basher

andrew.basher@bdc.govt.nz
Phone 027 759 9176

Inangahua Ward Councillors

Graeme Neylon

graeme.neylon@bdc.govt.nz
Phone 03 732 8382

Linda Webb

linda.webb@bdc.govt.nz
Phone 027 331 2090

Council Staff representatives

John Salmond
John.Salmond@bdc.govt.nz
Phone 027 351 9776

Westport Office, 6-8 Brougham Street, PO Box 21, Westport 7866 Phone (0800) 807-239 or 64 3 788-9111,
Reefton Visitor and Service Centre, and Library, 67-69 Broadway, PO Box 75, Reefton 7851 | Phone (0800) 808-821 or 64 3 732-8821 or 64 3 732-8391.

Sue Thomson-Casey Memorial Library, 87-89 Palmerston Street, Westport 7825 | Phone 64 3 788-8030.

For further information contact your elected members

Draft BDC Fees and Charges 1802 Provided to Council | paul.numan@bdc.govt.nz | 18/02/2025 6:27 pm

Seddon Ward Councillors

Toni O'Keefe

toni.o'keefe@bdc.govt.nz
Phone 027 367 1315

Rosalie Sampson

rosalie.sampson@bdc.govt.nz
Phone 03 782 674 or 027 356 7388

Westport Ward Councillors

Grant Weston

grant.weston@bdc.govt.nz
Phone 03 789 8448 or 022 155 0369

Joanne Howard

joanne.howard@bdc.govt.nz
Phone 03 789 7055 or 027 5474370

Annelise Pfahlert

annelise.pfahlert@bdc.govt.nz
Phone 027 233 5706

Phil Grafton

phil.grafton@bdc.govt.nz
Phone 021 027 83568

Colin Reidy

colin.reidy@bdc.govt.nz
Phone 027 461 6644

Non-elected

Ngāti Waewae representatives

Francois Tumahai

francois.tumahai@ngatiwaewae.org.nz

Ned Tauwhare

ned.tauwhare@ngatiwaewae.org.nz

Inangahua Community Board

Robyn Abbey

robynabbey@reefton.nz
Phone 021 0899 7494

Alun Bollinger

albol@kinect.co.nz
Phone 03 732 8123

Ashleigh Neil

Ah.neil@outlook.com

Linda Webb

lindawebb911@gmail.com
Phone 027 331 2090

Dean Gibbens

bcfs@reefton.nz
Phone 022 591 0717

Councillor representatives

Councillor Linda Webb
Councillor Graeme Neylon

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BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 6

Prepared by Brent Oldham
Manager Infrastructure Planning

Reviewed by Anthony Blom
Group Manager Infrastructure Services

Attachments 1.Draft 30 Year Infrastructure Strategy
2.Draft Asset Management Plans (AMPs) for 3Waters and
Roothing/Transport

Public Excluded No

**30 YEAR INFRASTRUCTURE STRATEGY - ASSET MANAGEMENT PLANS FOR
3WATERS AND ROADING/TRANSPORT**

1. **EXECUTIVE SUMMARY**

Under the Local Government Act 2002 (section 101B), Council is mandated to prepare and adopt a 30 Year Infrastructure Strategy as part of their Long Term Plan process.

2. This is a 30-year plan but includes the 2024-2025 adopted Enhanced Annual Plan as Year 1.

3. The Council will invite all residents to consult on the draft Long-Term Plan in April of this year.

4. **DRAFT RECOMMENDATION**

That Council:

1. Notes the content of the report

2. Adopts the 30 year Infrastructure Strategy as an input to the 2025-2034 Long-Term Plan document.

3. Delegates authority to the Chief Executive Officer to make minor amendments, if necessary, prior to the adoption of the draft Long-Term Plan and consultation document (CD)

5. **ISSUES & DISCUSSION**

6. **BACKGROUND**

7. **Why Are Infrastructure Strategies Important?**

Councils hold significant infrastructure assets. Most of their spending is on infrastructure operations and works. Councils are responsible for managing these assets for their community's safety and quality of life. An infrastructure strategy that provides, at a minimum, a 30-year view allows councils to present a strategic picture of their infrastructure portfolio.

8. Along with the council's financial strategy, the infrastructure strategy provides the strategic direction and the underpinning context for the long-term plan.

9. Like many other infrastructure owners, councils face significant challenges in managing their assets. These challenges include:

- having a sound understanding of the age and condition of the assets they own to inform good decisions about asset maintenance, renewals, and replacement;
- the constrained funding that many councils have and the increasingly limited supply of materials and expertise to manage assets;
- the evolving expectations about the levels of service that ratepayers desire, as well as increases in standards for providing certain services (for example, the need to meet drinking water standards); and
- the need for infrastructure to be resilient and fit for the future. This includes considering the impact of changing demographics and technologies, and what that may mean for infrastructure use, as well as the impact of climate change.

10. The infrastructure strategy brings this information together and provides a clear and transparent description of how these issues affects the council and how the council proposes to manage these.

11. **What Makes A Good Infrastructure Strategy?**

Council should provide good description of the assets they own and manage. They should also provide details of the main projects that are needed in the next 30 years.

12. The preparation and presentation of the infrastructure strategy must be integrated with the long-term plan and not treated as a separate exercise. The long-term plan should be built on the strategy.

13. An understanding of the age, condition, and performance of critical assets, as well as future demand, is important in assessing whether councils' actual and planned expenditure is sustainably maintaining assets

14. **Integration with financial strategies**

There should be strong links between a council's infrastructure strategy and its financial strategy. The strongest and most integrated infrastructure strategies are connected to important issues of financial and service management.

15. **Infrastructure Resilience**

Addressing the resilience of infrastructure means council needs to understand risks that are complex, uncertain, and unpredictable. Council needs to determine:

- the likelihood of a natural hazard event occurring, where it is likely to occur, and in what time frame (this includes both shock events, such as earthquakes, and natural hazard events that result from the gradual effects of climate change, such as coastal erosion from sea-level rise);
- how exposed to natural hazard events their infrastructure assets are – in particular, the age, condition, and location of their critical infrastructure assets (poorly maintained and/or ageing infrastructure poses a potentially higher risk to councils);
- the consequent vulnerability of those assets to damage from natural hazard events; and
- how they would maintain service continuity if a significant asset failed.

16. **CONSIDERATIONS**

17. **Strategic Alignment**

The Long-Term Plan is the council's most strategic document, and the Infrastructure Strategy is one of its core foundations.

18. **Significance Assessment**

The significance and engagement policy sets out the criteria and framework for a matter or transaction to be deemed significant. The Infrastructure Strategy is of critical significance as it influences the Financial Strategy, has the most significant impacts on our capital programmes, operational plans, and, ultimately, rates.

19. **Māori Impact Statement**

Council works in partnership with Ngāti Waewae to provide governance. The outputs have a high importance in relation to Tangata Whenua matters. This is also in line with the consultation we have ongoing with Iwi at present, with major challenges in wastewater and stormwater networks relying on this relationship working well.

20. **Risk Management Implications**
The Infrastructure Strategy discusses and details many of Council's most significant risks (particularly around water supplies, roading and transport and compliance issues).
21. **Policy & Legislative Considerations**
The Local Government Act 2002 (section 101B) directs the Buller District Council to prepare and adopt the Infrastructure Strategy. This report provides the Infrastructure Strategy and the supporting Asset Management Plans for consideration for adoption.
22. **Legal Implications**
There is no legal context, issue, or implication relevant to this decision.
23. **Financial / Budget Implications**
Infrastructure Services has, of all Council Functions, the largest Capital and Operating Expense budgets. The strategy significantly influences the overall Financial Strategy.
24. **Communication Internal / External**
This decision may attract media interest which will be managed by the Council's Communication's team and will also be considered from an internal point of view as well
25. **Consultation Considerations**
The outcome will be in the draft Long-Term Plan document and the community will be able to do a submission on them as part of the consultation in April.



BULLER
DISTRICT COUNCIL
Te Kaunihera O Kawatiri

30 Year
Infrastructure
Strategy (Draft)

2024- 2054

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Quality Record Sheet

Document Approved by	xxx – Group Manager Infrastructure Services		
Document Information	Activity	30 Year Infrastructure Strategy 2025-2055	
	Version	3	
	Release State	Draft	
	Contribution	Waugh Infrastructure Management Ltd	
		– Acting Manager Infrastructure Planning	
		– Manager Infrastructure Delivery	
		– Group Manager Infrastructure Services	
		Other departments in Council	
		Reviewed Internally By	Senior Leadership Team Buller District Council
	Reviewed Externally By	Ross Waugh	
Revision History	Version	Date	Amendments
	0	8 January 2024	Draft for internal review
	1	12 January 2024	Revised Draft
	2	22 November 2024	Working Draft
	3	18 February 2025	Draft for Review

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1 EXECUTIVE SUMMARY

1.1 Introduction

Council envisions a vibrant community supported by affordable, quality infrastructure. However, our district faces complex infrastructure challenges arising from a combination of internal and external factors. The diversity of infrastructure types and service levels, influenced by partnership structures and historical approaches, contributes to the complexity. The central issue revolves around funding, with increased capital and operating expenditure needed for critical asset renewal and upgrades. Council acknowledges the necessity for alternative and external funding sources in order to address these challenges.

Council manages core assets and infrastructure on behalf of our community under the key portfolios of Transport and Three Waters. This strategy operates within a triple-constraints framework of affordability, community outcomes and statutory duties in order to balance levels of service, compliance, resilience, and best practice. Prioritised investment through a risk management framework will help to support a sustainable future for our district.

1.2 Significant Infrastructure Issues

Affordability remains our most significant issue, especially for "user pays" services under targeted rates for smaller communities. Three Waters faces a substantial backlog of asset upgrades and non-compliance, and high uncertainty as we await central government direction for the future. Transport, benefiting from external funding from Waka Kotahi NZTA, is much better positioned and presents opportunity. The key challenge lies in obtaining alternative or external funding to address our infrastructure priorities without additional burden to ratepayers.

Council recognises the level of uncertainty and risk surrounding this LTP. However, our plan remains to achieve fit-for-purpose infrastructure, optimising affordability, availability, and performance. Resilience is highlighted in terms of reliable service levels, particularly for critical assets like drinking water supplies and transport links. Our risk framework aims to mitigate our exposure and unfavourable community outcomes and will rely on appropriate investment to control and manage risk.

1.3 Strategic Scenarios and Challenges

Several strategic scenarios have been considered for this IS aligned with our triple-constraint framework. The chosen strategy, "Hold," strikes the best balance between community outcomes, affordability, and statutory duties. It focuses on a balanced scorecard approach, assessing all contributing factors, requirements and obligations. Sustainability and inter-generational equity are key objectives, aiming to meet present needs of our communities without compromising the ability of future generations. A prioritised methodology drives our funding requirements for operating and capital expenditure, with the total investment program including both ratepayer contributions and external funding.

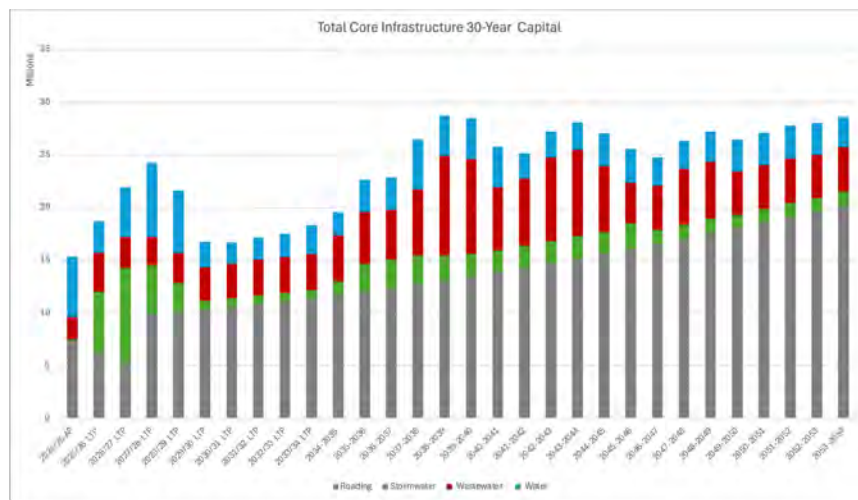
Our infrastructure challenges demand a strategic and balanced approach that addresses affordability, risk, and sustainability. Our chosen "Hold" strategy aims to maintain current service levels and asset preservation priorities while preparing for future needs. The investment program reflects a careful evaluation across our key portfolios, with stability and consolidation as our foundation for strategic planning and decision-making in these uncertain times.

This Infrastructure Strategy addresses critical questions about the adequacy, reliability, and affordability of the district's core infrastructure. It focuses on prioritised backlog reduction, innovative strategies to maintain assets at satisfactory levels.

1.4 30 Year Financial Forecast Summary

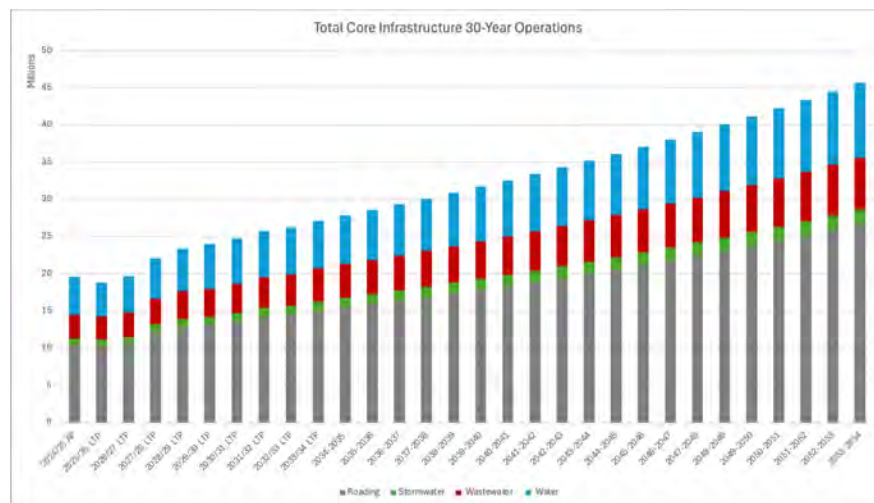
Core infrastructure key projects have been identified for the 2025 9-Year Long Term Plan (LTP), with an estimated expenditure of \$154.06 million over the next 9 years (or \$169.4M over 10 years including 2024/25 AP). The total capital and operational expenditure across all activity groups for the 30-year period 2024 – 2054 for Transport and Three Waters (Drinking Water Supplies, Wastewater and Stormwater) is outlined in the figures below:

Figure 1-1 30 Year Core Infrastructure Capital Forecast



30-Year Core Infrastructure Capital Forecast = \$712.53M

Figure 1-2 30 Year Core Infrastructure Operations Forecast



30-Year Core Infrastructure Operations Forecast = \$953.41M



30 Year Infrastructure Strategy

The 30-Year Infrastructure Strategy is to be adopted as part of Council's 2025 (9-Year) Long Term Plan and needs to be considered in context and in conjunction with other Council policies and processes including the Financial Strategy and Asset Management Plans.

2 INTRODUCTION

Council envisions a vibrant community supported by affordable, quality infrastructure. However, the district faces numerous infrastructure challenges, including the level of services to maintain with inflation increases and upgrading infrastructure for efficiency and compliance to legislative requirements. Achieving complete risk elimination is financially unattainable due to the council's heavy reliance on income from a very small ratepayer base.

In response to these challenges, Council has carefully developed an Infrastructure Strategy that prioritises affordability for the community. The strategy acknowledges significant uncertainties, such as changes in central government reform and funding, demographic shifts, and impacts from natural disasters and climate change events.

Climate change projections continue to forecast warmer, wetter, and windier conditions, necessitating adjustments to infrastructure planning. However, affordability considerations provide an overarching constraint restricting the options and solutions available to mitigate climate change and other external factors including statutory and legislative requirements. Council recognises the need for a balanced approach to resilience, considering interdependencies, service levels, and community preparedness.

Strategically, Council maintains its long-term, life cycle approach to asset management, fair procurement practices, and evidence-based decision-making. Balancing infrastructure affordability with compliance under legislative reform is a key challenge, requiring a careful evaluation of the district's infrastructure size, functionality, reliability, and cost-effectiveness.

This Infrastructure Strategy addresses critical questions about the adequacy, reliability, and affordability of the district's infrastructure. It focuses on prioritised backlog reduction, innovative strategies to maintain assets at satisfactory levels. Key core infrastructure projects have been identified for the 2025 LTP, and the 30 year Infrastructure Strategy (see Section 1.4 for a forecast summary).

This 30-year Infrastructure Strategy aligns with the council's vision, considering affordability, compliance, and community outcomes. Strategic issues such as infrastructure ageing, legislative reforms, and economic shifts are addressed. The strategy aims to balance affordability, asset preservation, and compliance, recognising the costs and benefits for both current and future generations. As part of the Long Term Plan, Council emphasises the importance of considering this strategy in conjunction with other relevant documents and processes, ensuring a comprehensive and sustainable approach to infrastructure development and management.

2.1 Strategy Layout

The Infrastructure Strategy document sections and corresponding Local Government Act (LGA) sections are provided in **Table 2-1** below:

30 Year Infrastructure Strategy

Table 2-1: Infrastructure Strategy Layout

IS Section		LGA 2002 as amended (Section 101B)
1	Executive Summary	-
2	Identifies the purpose of the IS and the core infrastructure included in this strategy	2(a) and 6
3	Describes the district/city and illustrates the linkage between strategic documents	2(a)
4	Describes the significant assumptions, risks and mitigation	2, 3(e), 4(c) & (d)
5	Discusses the emerging issues that will impact on the core infrastructure assets	3 (b) to 3(e)
6	Discusses Council's response to the emerging issues and the significant decisions to be made during the term of this strategy	2(b), 4(b)
7	Identifies the response options for the significant issues and documents the benefits, cost, when and funding source	2(a) & (b); 3(a) to (e) & 4(a) to (d)
8	Identifies the costs associated with the actions proposed	4(a)

2.2 Purpose

Our purpose is to provide quality and affordable infrastructure and services to meet the current and future needs of our communities, and to engage with our communities to ensure positive economic, social, cultural and environmental wellbeing. This Infrastructure Strategy aligns with the community outcomes.

1. SOCIAL

What success will look like	Priorities and Projects	Links to well-being indicators
Our communities are vibrant, healthy, safe and inclusive	<ul style="list-style-type: none"> ✓ Support the implementation of the West Coast Disability Strategy ✓ Maintain a strategic overview of community wellbeing through community monitoring, and partnering with and advocating for Non-Government Organisations ✓ Support connectedness and revitalisation through the provision of grants ✓ Provide quality community facilities that meet current and future needs such as theatres, libraries, and recreation and health facilities ✓ Improve the district's live-ability by supporting safety and access improvements 	<ul style="list-style-type: none"> ✓ Social ✓ Cultural ✓ Economic ✓ Environmental

2. AFFORDABILITY

What success will look like	Priorities and Projects	Links to well-being indicators
Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and meet our current and future needs.	<ul style="list-style-type: none"> ✓ Grow Council's revenue streams to reduce rates dependence ✓ Achieve rates equity through targeted rates ✓ Develop partnerships or enable solutions that increase affordability 	<ul style="list-style-type: none"> ✓ Social ✓ Cultural ✓ Economic ✓ Environmental

3. PROSPERITY

What success will look like	Priorities and Projects	Links to well-being indicators
Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment.	<ul style="list-style-type: none"> ✓ Improve connectedness in infrastructure and partnerships ✓ Support district revitalisation to engender pride and a better future ✓ Provide support and advocate for key existing industries as well as new industries and innovations 	<ul style="list-style-type: none"> ✓ Social ✓ Cultural ✓ Economic ✓ Environmental

4. CULTURE

What success will look like	Priorities and Projects	Links to well-being indicators
Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning.	<ul style="list-style-type: none"> ✓ Partnerships and support iwi aspirations ✓ Youth ✓ Support for, and partnerships with, all community groups 	<ul style="list-style-type: none"> ✓ Social ✓ Cultural ✓ Economic ✓ Environmental

5. ENVIRONMENT

What success will look like	Priorities and Projects	Links to well-being indicators
Our distinctive environment and natural resources are healthy and valued.	<ul style="list-style-type: none"> ✓ Drive for a balance between development, biodiversity, and sustainability ✓ Develop strategies for climate change and natural hazard preparedness ✓ Improve waste management approaches ✓ Promote and advocate for the mana o te wai 	<ul style="list-style-type: none"> Social Cultural Economic Environmental

Section 101B states:

- (1) A local authority must, as part of its LTP, prepare and adopt an Infrastructure Strategy for a period of at least 30 consecutive financial years.
- (2) The purpose of the Infrastructure Strategy is to:
 - a) Identify significant infrastructure issues for the local authority over the period covered by the strategy; and
 - b) Identify the principal options for managing those issues and the implications of those options.

Section (6) defines infrastructure assets as including:

- a) existing or proposed assets to be used to provide services by or on behalf of the local authority in relation to the following groups of activities:
 - i. water supply
 - ii. sewerage and the treatment and disposal of sewage
 - iii. stormwater drainage
 - iv. flood protection and control works
 - v. the provision of roads and footpaths; and
- b) any other assets that the local authority, in its discretion, wishes to include in the strategy.

2.3 Buller District Core Infrastructure Assets

2.3.1 Assets Covered in this Infrastructure Strategy

Buller District Council has developed this Infrastructure Strategy to cover the following infrastructure as required by the LGA including:

- **Transport;**
- **Drinking Water supply;**
- **Wastewater collection, treatment and disposal; and**
- **Stormwater drainage, incl. flood protection and control works.**

The assets include physical items like:

- roads, bridges, footpaths, streetlights and street signs;
- other assets associated with transport within the road corridor;
- drinking water supply schemes – treatment to distribution;
- network pipelines and fittings on the pipelines;
- treatment plants;

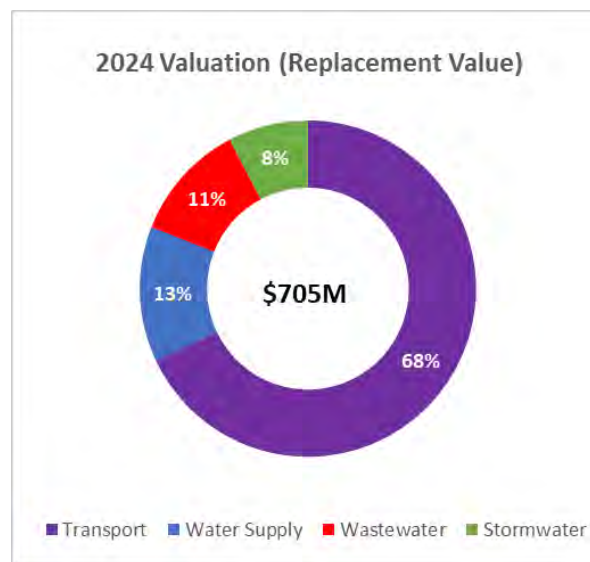
Council manages **\$705.5 million** worth of infrastructure assets. The Infrastructure Assets' Replacement Costs, taken from the 30 June 2024 valuation reports, are as shown in **Table 2-12** and **Figure 2-1**.

30 Year Infrastructure Strategy

Table 2-2: Asset Value as at 30 June 2024

Asset Group	Description	Replacement Value	% of Total
Transport	Roads (arterial, collectors, local), kerbs and channels, bridges, footpaths, retaining walls, streetlights, etc.	\$479.3M	68%
Water Supply	Water extraction, treatment and distribution 10 schemes	\$91.8M	13%
Wastewater	Wastewater collection, treatment and discharge	\$79.9M	11%
Stormwater	Stormwater collection and discharge	\$54.4M	8%
TOTAL*		\$705.5M	100%

*30 June 2024 Valuations

**Figure 2-1: Asset Value as at 30 June 2024****2.3.2 Council Activities Not Included**

This strategy does not include solid waste, property and commercial infrastructure such as the airport and port facilities. Incorporating all Council infrastructure in future strategies will be considered once all relevant asset information and planning frameworks are consolidated and consistent.

2.3.3 Non-Council Infrastructure

Both central government and the private sector provide and maintain other infrastructure groups vital for the needs of the Community. These include the state highway network, the rail network, communications and electricity and gas networks. These services are not covered under this strategy.

2.4 Infrastructure Performance

Generally, the portfolio of assets owned and managed by Council is performing appropriately for the Levels of Service (LOS) agreed with the community.

There are small communities where reliability is key, and a limited service is acceptable. This is a challenge for Council to balance, particularly for water quality. Examples of this are the number of schemes where communities are hands-on operators.

There is currently a national focus on drinking water management, and this is an ongoing and important conversation for Council and the Buller community. **With several schemes having no form of treatment or disinfection, with multiple schemes on permanent boil water notices, changes are imminent. Some schemes need more certainty over ownership before action is taken to improve the water treatment system.**

Council remains committed to work with the Buller communities around safe drinking water requirements within community affordability constraints. Council will continue to work with Buller communities with regards to implementation of the required new service levels and water safety changes associated with the governments water reform programme.

Wastewater services are provided to three communities with satisfactory performance. There is an issue for Westport with high rainfall 'overloading' the system and requiring flow relief via the stormwater system.

Stormwater networks are limited and provide a satisfactory service most of the time. However, once rainfall exceeds moderate levels and outfalls are affected by floodwaters or tides, performance is hampered. In Westport, long term decisions around flood protection led by the West Coast Regional Council will override localised stormwater issues. Council is continuing to liaise with the West Coast Regional Council regarding Westport's flood protection from the Buller River, coastal protection, and any subsequent stormwater system installation Council may require. This integrated approach is currently in the investigation phase, with analysis reports being undertaken. Potential design directions have not been finalised and as such any costing of potential future work would be speculative. Dependant on design decisions a future Infrastructure Strategy may include additional stormwater capital expenditure for Westport.

The reticulation serving communities varies in age as development and replacements occurred within the townships. This information as well as condition is being gathered and recorded in the computer-based asset management system. The renewal programmes that have been developed in the asset management plans are taking into account the criticality of the pipe, as well as age, condition and material. Reticulation renewal is required in a timely manner to ensure pipes provide the level of service required.

It is noted that only small percentages of drinking water and wastewater pipe reticulation are asbestos cement pipe, and as a result asbestos cement pipe is not considered to be a material issue in the management of Councils pipe reticulation.

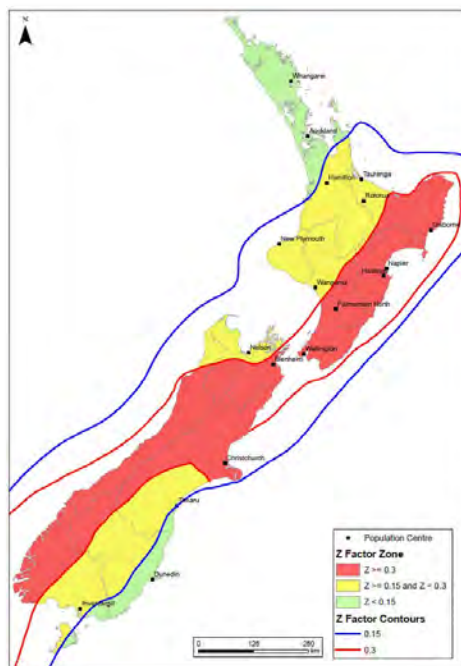
With the road and footpath network, resilience and consistent level of service is the primary focus. The local and state highway networks operate as one, supporting our economic, social and tourist activities.

30 Year Infrastructure Strategy

Performance issues with the local network are not having a significant impact on the economy or the districts communities. The capability of the network including bridges is the main performance issue that requires consideration. Keeping up with maintenance and renewal work remains vital to preserve the asset and provide a satisfactory level of service.

2.5 Risks to Asset Performance

New Zealand is a young country and has a dynamic geological environment. Like most of New Zealand, the greatest risks to asset integrity and performance are natural hazards. Examples include earthquakes, severe storms, flooding, storm surges, erosion, slips and landslides. New Zealand lies at the southwest of the so-called “Pacific Ring of Fire”, which makes it particularly vulnerable to natural disasters. The Alpine Fault is the major fault running the length of the South Island. The Southern Alps have been uplifted along the eastern side of the Alpine Fault. It is considered to be at high risk of producing a major earthquake in the next 50 years. Significant earthquakes can also occur on minor fault systems, of which there are many throughout New Zealand. The Canterbury and Christchurch earthquakes are a recent local example. The Buller region has experienced some of New Zealand's largest earthquakes in modern times, Murchison 1929 (M7.8) and Inangahua 1968 (M7.1) (refer www.gns.cri.nz). Therefore, Council needs to take earthquake risk into consideration in its planning and in its infrastructure strategy.



Council has completed a range of thorough analysis regarding the likelihood and consequences of a major alpine fault earthquake. Council has considered associated financial risks, has insured accordingly, and is comfortable with the insurance portfolio held.

Council is also involved with ongoing AF8 analysis and planning for resilience.

The predominant wind direction along the West Coast is southwest to southeast. Because of the orientation of the Southern Alps air is forced to rise and cool, thus forming rainfall on the west of the Alps, and a rain shadow to the east of the Alps. This is called the ‘Orographic’ effect. That’s why the West Coast has high rainfall, and the East Coast has much lower rainfall. Buller has high annual rainfall (although less than our neighbours in the south). Significant falls occur in the mountains (several metres) and headwaters of the key rivers. This makes heavy rainfall and flooding an enduring risk to the whole Buller District and causes significant damage to infrastructure; roading in particular, to bridge structures and to surface water supply intakes.

Scientists believe that global climate change may result in more severe weather events and more often in the next 50 – 100 years, as well as higher sea levels so it’s important to factor this into planning and infrastructure strategy.

3 OVERVIEW OF OUR DISTRICT

The Buller District Council is the territorial authority for the northern West Coast, Buller and Inangahua. The LTP contains more information about our district.

3.1 The Buller District

The Buller District is a diverse and beautiful place. With an enviable climate, laid back lifestyle and close-knit community environment, the Buller District is a great place to live, work and visit.

Stretching from Punakaiki in the south to Karamea in the north, and inland as far as Springs Junction, the District is home to a population of 9,670 as at 2023 (Infometrics data 2023). The District comprises 8,574 square kilometres with a rateable area of only 18% with most of the area being Conservation Estate. Refer to **Figure 3-1** Buller District's population actual and forecast population projections (1996-2051) (Source: Infometrics, January 2021)

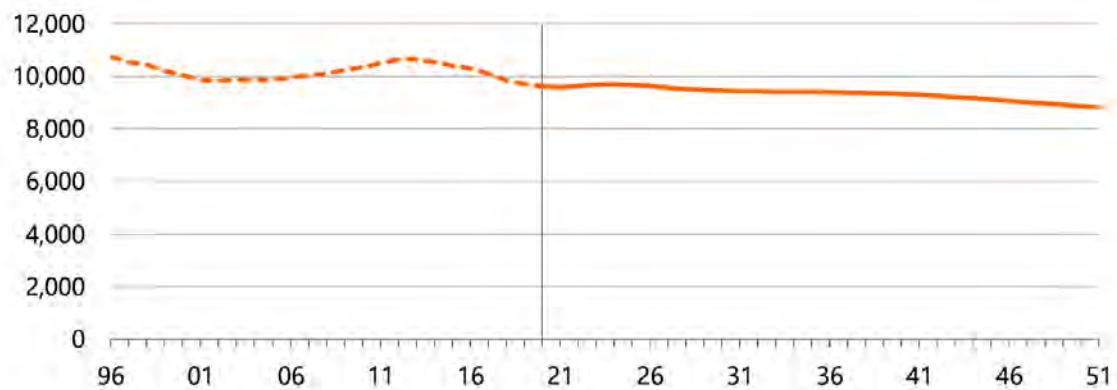


Figure 3-1: Buller District population – actual and forecast projections

Since 2014, (apart from a couple of years), Buller has seen a steady year on year decrease in population. This population decrease could harm the local economy, lead to an ageing population, and put a strain on social services. It may also impact housing, political representation, and community cohesion. Strategies to address this challenge include attracting new residents, supporting local businesses, and investing in essential services. The long-term forecast for the region is that of population decrease. With an average age of 55 and the expected number of births decreasing, there are challenges we face with this, but it could also be seen as an opportunity for the coming years.

Tourism, mining and agriculture are the industries of significance in the District in terms of GDP and opportunities for employment.

Like the whole of the West Coast, most of the Buller District is Public Conservation Land. As a result, Council works closely with the Department of Conservation to maximise the visitor experience and provide the infrastructure and services they need to stay safe and enjoy what the district has to offer. Visitors come to Buller to enjoy the natural resources and heritage areas, with walking, tramping, mountain biking, and other adventures pursuits being the main activities. When they come and stay in the District, they spend their money in our towns and communities, and this contributes to our local economy.

30 Year Infrastructure Strategy

The West Coast is an area of extremes; wild country, wild weather and it is geologically active – all of which make this a unique environment. Ecosystems are unique, and biodiversity is rich and internationally recognised.

The area, because of its location adjacent to the Southern Alps, captures a high annual rainfall varying from about two metres on the coastal area, to around 5 metres on the Stockton and Denniston plateau and about 3 metres at Springs Junction in the Southern Alps.

Natural hazards are part of life here and the communities are resilient; and the Council factors this resilience into the way they manage infrastructure and its planning.

Climate change and its associated sea-level rise and changing weather patterns will increase natural hazard challenges for the District. Strategic consideration regarding the protection, upgrading and/or eventual abandonment following staged retreat, of Council's assets and infrastructure will be required over the coming decades.



Source: LINZ, Central Record of State Land (CRoSL).

Figure 3-2: Department of Conservation Land (dark green) within the Buller District

3.2 Linkage with Other Documents

Council's Significance and Engagement Policy, for the purpose of Section 76AA of the Local Government Act 2002, considers the following infrastructure related assets to be strategic assets and they have been included in this report:

- Transport and roading systems – includes carriageway, footpaths, bridges, streetlighting and off-street parking
- Drinking water reticulation, storage and treatment options – includes pipes, pump stations, reservoirs and treatment plants
- Wastewater reticulation and treatment systems – includes land, pipes, pump stations and sewage ponds and plants
- Stormwater reticulation systems and open drains

The Infrastructure Strategy and Financial Strategy underpin the Long Term Plan and form the pillars that support the Consultation document.

Figure 3-33 illustrates the Infrastructure Strategy linkages with other documents in the Asset Management and Strategic Planning Context.

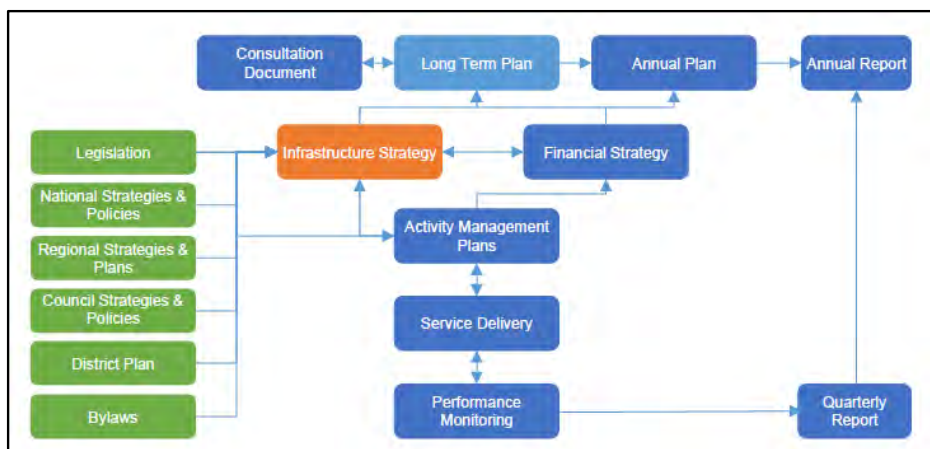


Figure 3-3: Infrastructure Strategy- Linkages with other Documents

3.2.1 Infrastructure Strategy and Financial Strategy

The Infrastructure Strategy works within the requirements of the Financial Strategy. The Financial Strategy provides a financial framework for making decisions and outlines how Council intends to manage its finances prudently. Council decided it was prudent to give priority to critical projects affecting drinking water in the last LTP. This philosophy has continued into the current LTP.

While the Infrastructure Strategy provides details of the level and timing of investment needed to operate, replace, renew and upgrade existing facilities, the Financial Strategy outlines the required rating and debt levels to fund these investments. Maintaining service levels and preserving assets is important because our communities expect a certain level of service and there is a cost in the long run of deferring maintenance and replacement of assets.

Together the two strategies outline how Council intends to balance investment in assets and services with affordability. There may be an impact of government legislation changes particularly around national water reforms for water supplies. Throughout this plan it is assumed that Council would retain the water supplies and that no transfer of these will occur. Council's infrastructure strategy has been developed in conjunction with the key aspects of this financial strategy.

Any major changes to the direction of the Financial Strategy of Council would require a review of this Infrastructure Strategy and vice versa.

3.2.2 Infrastructure Strategy and Asset/Activity Management Plans

The key documents underpinning the Infrastructure Strategy are the asset management plans. The delivery of many of the public services essential to our community relies upon asset management. The assets of council represent a significant investment by the community, built up over the last 100 years and more. Asset management plans are developed for the management of one or more infrastructure assets that combined technical, financial, engineering and other techniques over the

¹ *Tararua-District-Council-Long-Term-Plan-2021-2031-Volume-2-Infrastructure-Strategy, section 1.3, page 3*

30 Year Infrastructure Strategy

life of the asset to provide an agreed level of service to the community at the lowest long-term cost to the community. This requires taking a life cycle approach to asset planning.

Asset data drives the requirement for depreciation funding and has a major impact on rating levels.

Poor data can lead to:

- Insufficient depreciation reserves and possible rating shocks from unplanned renewals of networks
- Rates funding being too high if assets on average are in better condition than thought and renewal cycles are longer than planned

The objectives of the Council's asset management plans are:

- To provide for a consistent approach to asset management planning within the council to ensure the plans reflect the strategic direction of the Council
- To demonstrate to the community that the Council recognises the critical importance of managing the district's assets in an effective and sustainable manner in order to deliver appropriate levels of service to current and future generations
- To confirm a coordinated process for each significant asset area that reflects Council's strategic direction and links their contribution to the Council Outcomes with specific levels of service, performance levels and desired improvement priorities and strategies

Principles of Council asset management planning:

- The Council will develop affordable and financially sustainable asset management plans that are to industry standard appropriate for the scale of assets and associated risks being managed
- Asset management plans will reflect the strategy and priorities of the Council and will be used to drive the day-to-day management of assets and the associated services
- The Council will manage the infrastructure assets in a planned, systematic and sustainable manner

4 ASSUMPTIONS, UNCERTAINTIES AND OPPORTUNITIES

4.1 Significant Assumptions

The following assumptions as detailed in **Table 4-1** are referenced from the 2024-2034 Long Term Plan.

The LTP is based on a number of significant forecasting assumptions. These assumptions include assessments of a number of factors that might impact on Council and the community, including consideration to how the population may change over the next 10 years, funding of Council services, and the financial environment.

The assumptions are the best reasonable assessment based on current information, but actual outcomes may differ, and these differences could be significant. Council has therefore, included an assessment of how likely the actual outcomes may vary from the assumptions and what impact the variances may have on Council and the community. These are the overarching assumptions relating to Council's activities. In addition to these assumptions, activity specific assumptions are contained within each of the activity sections.

Table 4-1: Significant Assumptions 2025 LTP and IS

Awaiting 2025 LTP Assumptions

30 Year Infrastructure Strategy

4.2 Future Uncertainty and Risks

4.2.1 Sustainable Growth

Council has actively been preparing and consulting on master plans and economic initiatives to support sustainable economic growth and tourism growth in the district.

4.2.2 Climate Change and Natural Hazards Impacts

Council is continuing to monitor the potential impacts of climate change on district assets and uses the Ministry for the Environment guidelines for estimating Sea Level Rise. Council consults and works closely with West Coast Regional Council in addressing climate change impacts.

Flexibility to adapt to change is a key design principle that is being incorporated into Council infrastructure management and design. More major climate change impacts are expected in the 50-100 year time period, and infrastructure work required to address this will be included in future revisions of this Infrastructure Strategy.

4.2.3 Future Service Levels and Technology Changes

Buller District Council is focussing forward to a positive and prosperous future for the district communities. This Infrastructure Strategy currently presents a mainly business as usual approach to service levels and infrastructure maintenance and renewals.

Council recognises the changing nature of community expectations and service levels over time and continues to monitor changes such as the adoption of electric vehicles and the development of autonomous vehicles. Council is working with private providers to facilitate the build out of charging facilities for electric vehicles.

Cycleway build out, enhanced pedestrian access and holistic mobility planning have been commenced and will add to the local community and tourist transport modes, opportunities and enhanced service levels over time.

4.3 Regional opportunities

Council has worked with Grey District Council, Westland District Council, West Coast Regional Council and local Iwis, on regional issues and shared services and will continue to do this going forward. Collaboration offers many benefits for all stakeholders and leads to better, more efficient and improved economical services outcomes.

Collaboration activities include:

- Combined Transport Activity Management Plan and the Regional Land Transport Plan for Waka Kotahi NZTA

Further collaboration efforts are anticipated in the future.

5 STRATEGIC ISSUES AND CHALLENGES

5.1 Affordability Strategic Issues

5.1.1 Managing Challenges and Emerging Trends

The task of planning, constructing, operating and maintaining Council's infrastructure assets in an affordable and sustainable manner is becoming increasingly difficult in view of a number of changes in government and external to council. The major ones of these changes will be discussed further in this section of the report as strategic considerations.

5.1.2 Infrastructure Resilience

Customers have a high expectation of continuing functionality and service delivery. While communities are resilient themselves, they are reliant on services provided to support their long term wellbeing. As the impact of risks such as coastal erosion, earthquakes and floods are better understood, there is an opportunity to identify better infrastructure management.

Resilience is based on a design philosophy which acknowledges that failure will occur at some point in time. Resilience requires early detection and recovery, but not necessarily through re- establishing the failed system through maintenance or capital works.

Buller District Council has undertaken an appropriate analysis of resilience issues relating to natural disasters and the managing and mitigating of the risks to, and the resilience of, our infrastructure assets from natural disasters.

Flooding is the most frequently experienced natural hazard in the District, and the likelihood of a major flood occurring in any year is high. Council will continue to engage with the Regional Council for future planning and mitigation efforts.

An earthquake could potentially cause devastation to both above- and below-ground infrastructure in developed areas through ground rupture, liquefaction or ground deformation. Council has insurance in place for such a likelihood.

We have to consider managing and mitigating the risks to, and the resilience of, our infrastructure assets from natural disasters.

Principal options and implications for building infrastructure resilience:

Option	10-years (2034)	30-years (2054)
Asset renewals mitigate some natural hazard risks.	Renewal of assets in high risk areas to modern seismic and other standards, and renewal of assets to cope to current events (e.g. drainage capacity) will reduce risks arising from natural hazards. Continue to fund projects to improve the resilience of the water supply and transport networks, such as: [insert resilience projects here if planned e.g. Karamea Highway drainage improvements etc.]	Renewal of assets in high risk areas to modern seismic and other standards will reduce risks arising from natural hazards. Significant weather events will continue to pose a problem for some parts of the transport network, especially in coastal, low lying, and slip prone areas.

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	Significant weather events will continue to pose a problem for some parts of the transport network, especially in coastal, low lying, and slip prone areas.	
Invest in new assets specifically to mitigate natural hazard risks.	As above, however investment is made in specific projects to minimise the risks from natural hazards, including climate change. Projects such as: [insert resilience projects here if planned e.g. flood protection]. We will undertake long-term planning to ensure our decisions are agile and can adapt to uncertainty and new scenarios.	New projects in areas where a known hazard requires mitigation.
Adapt infrastructure to mitigate or avoid natural hazard and climate change risks.	Long term planning to: <ul style="list-style-type: none"> • Understand natural hazard and climate change related risks. • Identify areas with intolerable risk or where mitigation is impractical and/or unaffordable. • Agree, with communities, how to plan for and manage the process of relocating people, assets, activities, and sites of cultural significance. 	Managed retreat of infrastructure in areas with intolerable risk or where mitigation is impractical and/or unaffordable.

5.1.3 Ageing infrastructure

Areas of the District have been built over decades, and today there is both underground and aboveground infrastructure that is well past its expected life. As ageing occurs reactive maintenance will increase. A key challenge for the District is the balance between reactive maintenance, programmed maintenance, and the inevitable rehabilitation or replacement of assets that have both physically and economically run past the point of repair.

There are risks of high running maintenance costs and loss of service through failure of old assets. A significant part of the proposed asset renewal programme aims to reduce these risks by replacing assets that have reached an age where ongoing performance is lost.

Council has historically fallen short in the level of renewals required to keep networks in appropriate condition and performance levels. Within each Activity, the renewals backlog has been identified, and we intend to bridge those backlogs in this planning period (within 30 years). If the existing assets are not maintained there is a risk of failing to meet the Levels of Service agreed with community, and the possibility of unexpected and unplanned capital expense to meet the Levels of Service, which could affect Council's financial performance.

Principal options and implications for addressing ageing infrastructure:

Option	10-years (2034)	30-years (2054)
Continue current rate of asset renewals delivery	Continue to prioritise asset renewals within 10-year budget with focus on worst condition/performing assets. Council has been unable to deliver the required level of renewals in the past 3-years due to substantially	

	increased contract costs. This option is likely to continue this trend, ageing assets increasing risk to levels of service over the medium to long term.	
Increase rate of asset renewals over time.	As above, but with gradually increasing asset renewals year on year to address the backlog and lift baseline annual renewals to meet whole-of-life asset management need. This option allows priority and strategic renewals to be undertaken and accounts for current and future anticipated new standards.	
Immediate acceleration of short-term renewals delivery to address backlog of asset renewals.	As above but with significant expenditure in year 1-5 to fully address backlog of renewals and invest in priority/strategic renewals. This option reduces/eliminates deferred projects to reduce risk to levels of service delivery and whole-of-life asset management risk. It is almost certain this option is not affordable and highly likely the concentrated scale of works is not practical to deliver.	

5.1.4 Meeting Regulatory and Compliance Requirements

Core infrastructure is facing increasing regulatory and compliance requirements. This places increasing demand on both operational and capital investment. Operational requirements include increasing monitoring and reporting, increasing operational systems and processes, increasing staff skills and training. Capital investment requirements include upgrading Water and Wastewater treatment processes and plants. These regulatory requirements and the associated investment requirements impacts places significant financial burden on council and their community.

5.1.5 Economic Change

With an underpinning economy of mining and developing agriculture and tourism sectors, Buller economy is very prone to external influences. New opportunities are developing and there is a positive outlook. Council is mindful that infrastructure investments must be 'in-tune' with the current economy and future opportunities unfolding.

5.1.6 Affordability

Affordability is one of the key challenges (and priorities) that Buller faces. In the past 3 years leading up to this plan Council has demonstrated that it has been prudent in the allocation of its expenditure and has come well within its predictions of expenditure and the resultant rates increases.

For this Infrastructure Strategy to be sustainable, Council will need to keep affordability as a priority, both in the short and long term. Council continually looks at ways that it can provide better services or provide the same service in a different way or at a lower cost to the ratepayer.

5.1.7 Karamea Highway Special Purpose Road

In northern Buller, the 49km section of road over the Karamea Bluff between Mokihinui and Karamea forms the majority of the Karamea Special Purpose Road (SPR). A 12km section from Karamea to

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Kohaihai completes the total 61km of SPR designation in our district. The SPR is historically known as the Karamea Highway, and was originally constructed, operated and funded by Waka Kotahi NZTA as part of State Highway 67. In the early 1990's, the designation was changed by Waka Kotahi NZTA to SPR as part of a wider review and state highway strategy. At that time, SPR's attracted 100% of funding from Waka Kotahi NZTA for maintenance and upgrading. In 2003, the legislative power to create SPR's was removed and Waka Kotahi NZTA commenced a transition process to transition SPR's to local roads under Council funding assistance rates (FAR). All affected Councils and road controlling authorities have been developing responses to the transition process in terms of how these SPR's will be funded into the future.

There are many challenges related to managing the Karamea Highway, especially the Karamea Bluff section. This is due to the original corduroy construction, which included using organic materials such as trees, brush, and soil, to build its foundation. Decomposition over time has caused instability, which together with slips and washouts due to the natural terrain, leads to what has been described as an unquantifiable risk and significant safety concern, as well as attracting high repair and maintenance costs.

A strategic business case has been completed in collaboration with Waka Kotahi NZTA. The following are some of the key findings from that study:

- Karamea Highway is the only road access north of Mokihinui and services a population of approximately 700 people
- There is no commercial access to the region by sea and the airport at Karamea is limited to small charter flights with a maximum of 12 seats
- Approximately 252 vehicles use the highway daily, of which, approximately 60 people from Karamea Township stated that they commute in or out using Karamea Highway daily
- The Karamea Highway provides access to the Heaphy Track and Oparara Arches which are major tourist attractions for this area
- Costs of emergency works are highly variable and unpredictable
- Locations requiring emergency works in the past have been around the Karamea Bluff section, with little correlation between slips, slumps and locations of corduroy pavement
- The route from Little Wanganui to the Heaphy Track access is reasonably stable

For this LTP, the Karamea Highway will remain at 100% Waka Kotahi NZTA funding under SPR designation as resolved by their Board for the 2024-2027 triennial Regional Land Transport Plan (RLTP). Whilst a draft SPR transition plan remains to be considered beyond 2027, no agreement has been reached between Waka Kotahi NZTA and Council for the Karamea Highway changing to local road status, nor has there been Council acceptance of responsibility and funding following any such transition. Therefore, while the forward work programme and financial assessment have been mindful of a potential change beyond 30 June 2027, no final decision has been made by Council.

5.2 IS Challenges

5.2.1 Multiple internal and external factors

The infrastructure challenges for Buller are a result of multiple internal and external factors and influences occurring simultaneously, rather than a single root cause. The issues and effects are also different by infrastructure type and service level because of the respective ownerships, partnerships, and inter-generational approaches to asset management and delivery over the years.

For example, Transport receives significant and guaranteed financial support from central government through the Waka Kotahi NZTA Funding Assistance Rate (FAR). Three Waters, on the other hand (other than specific external funding agreements not guaranteed) is ratepayer funded, and historically (for drinking water supplies and wastewater schemes) has adopted a “user pays” model, where only those who benefit from the service pay for the service.

5.2.2 Ageing Infrastructure

With ageing infrastructure approaching or beyond useful life, increasing statutory duties, empowered regulators and small ratepayer bases in low socio-economic rural districts, the affordability versus compliance equation simply does not balance in many Buller communities.

5.2.3 Funding

The problem statement comes down to funding. Increased capital expenditure is needed to renew and upgrade our critical assets and networks, and an increase in operating expenditure to maintain and deliver these important community services in light of inflation and legislation pressures. Alternative funding will be required from sources other than rates in order to meet our infrastructure challenges. Central government will be a key partner in funding the significant investment programme required.

The work required is well identified and understood from a technical and priority perspective due to the diligent efforts of Council over many years. The challenge has never been not knowing what to do – it has been finding the budget to make it happen. Recent completion of major capital projects has proven that with external funding provided, Council does deliver successful infrastructure outcomes.

5.2.4 Affordability

The most significant challenge facing infrastructure is affordability. Without external funding or other revenue streams to pay for the investment programme required, the burden of costs falls entirely to ratepayers. This is particularly the case with “user pays” services under a targeted rate (closed account) shared only by those belonging to the scheme, rather than the entire district under a general rate. Drinking Water and Wastewater are examples where the service is paid by the beneficiaries, not by everyone. This puts extreme financial pressure on small rate bases to achieve mandatory service levels, as shown with several of our rural drinking water supplies.

Despite a concerted effort by Council over the past 3 years, including more than **\$20 million** investment utilising both external and ratepayer funding, there remains a significant infrastructure backlog and non-compliance list to resolve for Three Waters. With the current uncertainty of central government’s Three Waters reform programme “Local Water Done Well”, Council must continue to do what it can within affordability limits to improve our services whilst we await the next steps.

Transport, on the other hand, retains significant financial support from the Waka Kotahi NZTA Funding Assistance Rate (FAR). The success of this central government partnership model over the years has positioned our roading networks well in terms of asset condition, and with continued external funding assistance and a minor uplift from ratepayers this LTP for our local road contribution, we are well placed to both reduce our transport infrastructure backlog and maintain our asset preservation strategy.

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5.2.5 Sustainable asset management

The community outcomes are paramount and remain as our priority for this LTP. This means that in spite of the challenges, our focus remains on achieving our committed Levels of Service and looking after our infrastructure as best we can on behalf of the community for today and for future generations. Hence why the asset preservation strategy is so important to hold or maintain our position where possible and avoid slipping further behind on critical investments. Through a sustainability lens, we believe we can improve inter-generational equity and infrastructure resilience for the future.

5.2.6 Meeting Regulatory Requirements

Our capacity to meet our statutory duties and obligations are proportional to our ability to pay and must stay within the affordability limits and be aligned with outcomes for our respective Buller communities. Notwithstanding, Council remains committed to our compliance and regulatory duties across all aspects including financial prudence, public health, environmental and resilience management, alongside iwi rights and interests. This considered approach of addressing challenges and significant strategic issues with a clear framework and prioritised investment methodology is what underpins our Infrastructure Strategy.

1.3 Challenges

[BDC Infrastructure Strategy to be updated to reflect the following]

- WS
 - A funded plan for the treatment of protozoa for the remaining unprotected Council owned and operated public drinking water schemes.
 - Installation of backflow preventers in industrial, commercial, residential and farming supply networks.
 - Backlog/deferred maintenance.
- WW
 - Making improvements to achieve compliance with consent is to discharge primary treated and untreated sewage during storm overflow events
 - Backlog/deferred maintenance
- SW
 - Ensuring adequate disposal systems in place for stormwater removed from the wastewater systems in Westport and Reefton. The issue is tied in with the West Coast Regional Council's approach to flood protection for Westport.

5.2.7 Risk and Uncertainty

Internal and external factors and influences can introduce uncertainty and threaten the successful achievement of our LTP objectives. This uncertainty is known as “risk” and includes anything that may negatively affect our communities. Conversely, risk can also be positive and offer opportunities that should be identified and actively managed in order to achieve the best possible outcomes. Council has developed and adopted a Risk Management Framework based on the International Standard ISO 31000:2018 Risk Management – Guidelines, and the previous version AS/NZS ISO 31000:2009 Risk Management Standard, as well as benchmarking against select local government authorities’ Risk Management Frameworks.

In applying this framework and using Council's Risk Management Manual, our Infrastructure Strategy has identified the key areas of risk and opportunity in formulating the most appropriate scenario to adopt for this LTP and the corresponding implications.

This includes objectives for Fit for Purpose infrastructure that optimises affordability, availability and performance. Resilience is considered in terms of adequate and reliable service levels, especially our community lifelines such as drinking water supplies and transport links in known hazardscape zones. Relevant legislation has also been assessed in terms of providing safe and compliant levels of service to ensure Council is meeting its statutory duties wherever possible and affordable.

The purpose of the risk framework is to mitigate our inherent risk (uncertainty existing in the absence of control measures) so that the residual risk (after control measures applied) fits within our risk tolerance and therefore Council is willing to accept. This is why external funding and additional revenue streams are so important for Council so that the appropriate resourcing and budgets can be available to effectively reduce risk for our communities. In basic terms, the more external funding that is available, the more critical risks that can be managed without burdening our ratepayers. Otherwise, affordability and the social welfare of our communities may become a greater risk.

5.2.8 Management Arrangements

Council's Infrastructure Services acts as the custodians of the Buller district community assets and operates, maintains and manages the plant, equipment and networks under the following core functions:

- Infrastructure Delivery (operations, maintenance, repairs)
- Infrastructure Planning (asset management, asset data/information)
- Capital Works (PMO, major projects)

The core functions are managed by two key portfolios as follows:

- Transport (roads, footpaths, bridges)
- Three Waters (drinking water, wastewater, stormwater)

The Infrastructure Strategy for this LTP operates within a triple-constraints framework to deliver appropriate levels of service (LOS), compliance, resilience and best practice within the governance approved boundaries of community outcomes, affordability limits and statutory duties as illustrated below. The significant infrastructure issues identified and considered in our LTP are assessed and prioritised via a risk management approach to ensure a sustainable future for our communities.

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6 THIRTY YEAR INFRASTRUCTURE STRATEGY

In its role as Local Authority Buller District Council will comply with the relevant New Zealand legislation, while the following Strategic Statements will guide decision-making over the next 30 years.

These statements have been derived from Council's Community Outcome Statements and Draft Long Term Plan. Community Outcomes are the goals that Council wants to achieve for the Community. They reflect what the Community sees as important for its wellbeing, and they help to build up a picture of the collective vision for the district's future. The outcomes guide decision-making by Council. The Council links its activities and services back to the outcomes.

#	Strategic Statements
1	Social: A vibrant, healthy, safe and inclusive community.
2	Affordability: our communities are supported by quality infrastructure, facilities, and services that are efficient, fit-for-purpose, affordable, and meet our current and future needs
3	Prosperity: our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment.
4	Culture: our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning.
5	Environment: our distinctive environment and natural resources are healthy and valued.

6.1 Key IS Objective

The Infrastructure Strategy key objective is to provide core infrastructure to meet BDC's community objectives and regulatory requirements in a manner that is financially sustainable and affordable for the community.

6.2 Key IS Scenarios

Three IS Scenarios have been identified to address the district's core infrastructure requirements

Multiple LTP scenarios have been developed and evaluated in order to find the best strategy for delivering Infrastructure Services, now and into the future. Considerations have included the multiple challenges facing our district, the triple-constraint framework of community outcomes, affordability and statutory duties, and the level of risk (uncertainty) Council is willing to tolerate or accept. Ultimately, it comes down to developing a prioritised investment methodology that achieves the best balance possible for ratepayers and our communities.

In other words, the strategy must reflect a balanced scorecard, where all internal and external factors have been assessed, community outcomes, affordability and statutory duties weighted and scored according to their significance and acceptance of any residual risk in terms of likelihood and consequence. This process builds the LTP Infrastructure Strategy and prioritised investment methodology driving funding requirements for operating and capital expenditure i.e. investment programme or forward works programme.

The shortlist of scenarios considered for this LTP Infrastructure Strategy and corresponding investment programme is as follows:

Scenario	Description
Scenario 1 – “Slip”	<ul style="list-style-type: none"> • Apply status quo budgets, without adjustment for legislation or inflation. • Under-invest in assets, condition deteriorates, and backlog gap widens. • Significant service level consequences and reduced community outcomes. • Insufficient budget to meet minimum expenditure and binding commercial contracts. • Higher risk for communities and Council.
Scenario 2 – “Hold”	<ul style="list-style-type: none"> • Apply considered budget uplifts where possible, based on absolute priorities and must-haves. • Maintain asset preservation principles but innovate and sweat where possible. • Selective resilience and compliance improvements based on risk and deliverability. • Selective community outcomes and objectives based on engagement and feedback. • Managed risk for communities and Council.
Scenario 3 – “Lift”	<ul style="list-style-type: none"> • Apply prioritised budget uplifts where possible, to deliver improved levels of service. • Improved asset management aligned to prioritised investment methodology. • Increased resilience and compliance improvements based on risk and deliverability. • Increased community outcomes and objectives based on engagement and feedback. • Lower risk for communities and Council.
Scenario 4 – “Unconstrained”	<ul style="list-style-type: none"> • Apply required budget to meet all community outcomes and statutory duties. • Not considered as not affordable, fails triple-constraint framework. • Lowest risk for communities and Council.

The scenario selected to take forward into this Infrastructure Strategy and corresponding investment programme is **Scenario 2 – “Hold”**. This is considered to be the most prudent approach and in terms of a balanced scorecard is the strategy that best aligns with the triple-constraint framework of community outcomes, affordability and statutory duties to which Infrastructure Services must operate within.

As well as managing risk to the level Council can tolerate (accept) and that the communities can afford, the “Hold” strategy aims to do as much as possible for this LTP in terms of meeting sustainability goals and inter-generational equity. Sustainability in this context means having the

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ability to hold our infrastructure asset condition at current levels (preserve without further deterioration) and maintaining levels of service as they currently are (no reduction or loss of service).

In this way, the broader definition and objectives of sustainability are best aligned to the selected “Hold” strategy, where Council is meeting the needs of the present generation without compromising the ability of future generations to meet their own needs.

6.3 IS Investment Challenge...the balance beam scales

The Infrastructure Strategy is based on a prioritised investment methodology driving funding requirements for operating and capital expenditure. This creates the investment programme or forward works programme for service level delivery and asset management activities including:

- Operating – operational, repairs and maintenance costs to provide level of service.
- Capital – renewal, replacement and upgrade of assets including plant, equipment and networks.

The investment programme reflects the risk management and sustainability goals of the “Hold” strategy selected for this LTP and is expressed as total value of operating and capital expenditure and inclusive of ratepayer contributions and external funding where applicable. In this way, the investment programme shows our communities the budget required to hold our infrastructure asset condition at current levels (preserve without further deterioration) and maintaining levels of service as they currently are (no reduction or loss of service).

The investment programme is developed and assessed across the following time intervals:

- **Year 1** – to consider budget changes compared to the current financial year and corresponding impact to ratepayers.
- **Year 1 to 3** – to consider budget changes of the LTP 3-year review period and triennial programmes such as the Waka Kotahi NZTA Regional Land Transport Plans (RLTP).
- **Year 1 to 10** – to consider budget changes over the LTP 10-year planning cycle.
- **Year 1 to 30** – to consider budget changes over the Infrastructure Strategy 30-year planning cycle.

In context of the key portfolios delivered by Infrastructure Services, the investment programme must also produce a balanced scorecard aligned with the selected strategy, based on the triple-constraint framework of community outcomes, affordability and statutory duties. In order to achieve this, the most prudent approach is to apply a prioritised investment methodology across the key portfolios. Each portfolio has a unique profile for both risk and sustainability.

This can be conceptualised as a balance-beam scale where at one end, the Transport portfolio presents significant opportunities for our district due to current favourable external funding assistance. However, at the other end the Three Waters carries a significant amount of risk (uncertainty) from a funding and investment perspective.

The balance-beam concept underpinning this strategy aims to minimise unnecessary change and hold our position until the identified risk and sustainability factors are better understood. A high-change agenda and over-ambitious investment programme is not considered appropriate for this LTP. Stability, consolidation, measured responses and making the most of our opportunities are integral to our strategic planning and investment decisions.

6.4 Key IS Management Considerations

6.4.1 Asset and Service Management

Council's asset and services management objective is to provide safe, affordable, sustainable core infrastructural services to the community and visitors that fully meet the environmental, social and economic needs of the district. Managing and maintaining these assets to ensure consistent and reliable service delivery to the community requires good asset management practices and strategic thinking. Buller District Council's approach will be a focus on maintaining its infrastructural assets to provide services in the most cost-effective manner by following a long term strategic view and making prudent decisions regarding the funding of any further development of networks, and maintenance and renewal of the existing assets.

This will be achieved through:

- Improving the maturity of asset information
- Systematic condition assessment to improve our evidence-based knowledge on the condition of buried piped networks
- Improving knowledge about network demand and risks
- Planning and managing using a prioritised approach (greatest risks and/or greatest benefits)
- Programming works based on priority and cost-effectiveness
- Improving targeted maintenance tactics
- Enhancing works management systems to maximise efficiencies
- Improving renewal modelling for future budgeting

Council's lifecycle management approach is relatively straightforward with a priority on security of service and resilience. Condition monitoring is undertaken to refine renewal programmes. Systems thinking is applied to maintenance works, to seek improved service delivery and reduce costs. As affordability will be an ongoing challenge, lifecycle management practice will be key to driving savings and works prioritisation.

The delivery of roading services relies heavily on the services of contractors. Outsourcing is bundled as regular maintenance work requiring a local presence, or project type work that can be undertaken by a range of contractors who can undertake more finite works.

Council's Professional Services Business Unit plays a key part in the delivery of services as representatives of the asset owner (Council) and supervisor of contracts. The systems, processes and personnel involved are responsible for ensuring the deliverables provided by contracts (inputs) and transferred into the outputs and outcomes sought by Council.

In summary, this approach aims to ensure continued service reliability, stable asset conditioning, prudent growth provisions, maximising operational efficiencies and the enhancement of asset management practices based on evidence.

6.4.2 Cost-Effective Delivery of Services

There is a clear requirement to meet the current and future needs of communities for good-quality local infrastructure in a way that is most cost-effective for households and businesses.

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Efficient, effective and value for money service delivery in the maintenance and management of our public utility assets is paramount for our communities. Council is committed to ensuring maintenance contracts have clear outcome-based performance measures. Service Delivery Reviews (LGA 2002 section 17a) are being undertaken for council activities to assess their effectiveness and efficiency. Service delivery review for the key maintenance contracts have been undertaken to ensure assurance as to value for money, fit for purpose, inclusion of improved KPI measurement focusing on alignment between KPI and performance measures, and a clearly defined H&S accountability for both the contractor and Council.

Council is increasing its collaborative and shared services approach. This is generally with other West Coast Local authorities with initiatives such as the common District Plan, funding business cases for roading and Emergency Management. More integration of services should be expected, but without loss of local decision making and character.

6.4.3 Addressing Resilience

There is a need to increase the sophistication of how we think about resilience, shifting beyond a narrow focus on shock events or infrastructure failure and thinking more about interdependencies, levels of service and community preparedness. A longer-term view needs to be taken with increased focus on adapting to slower changes over time, including climate change. The graphic over the page shows key elements of resilience. Importantly, increased resilience is not necessarily about making things stronger or investing more and is quite often achieved by operational changes.



Council is aware that physical and system resilience is crucial.

Resilience takes account of:

- Design and construction standards (where cost effective) that ensure infrastructure is able to withstand natural hazards and long term changes in circumstances such as those resulting from climate change.
- Organisations and networks of organisations with the ability to identify hazards must share information, assess vulnerabilities, and plan for and respond to emergencies.

Acknowledging the value of adaptability and redundancy in the network to improve business confidence. Identification and management of inputs into our infrastructure such as power supply.

In order to improve resilience Council's approach will be to:

- Actively participate in CDEM planning and activities, at both regional and local levels.
- Consider and action recommendations in Lifelines Reports.
- Investigate options for alternative service provision and system redundancy.
- Identify critical assets and ensure mitigation methods are developed.
- Obtain insurance where this is deemed to be the most cost-effective approach.

6.4.4 Evidence Base

Council acknowledges that there are limitations with its asset data which may affect decision making. Council will continue to focus on data integrity, including collection, recording and analysis of the

Three Waters asset registers contained currently in AssetFinda and for transport to update asset data in RAMM.

Council will continue to improve processes to better capture asset data, including operations and maintenance costs. We will update and refine the required renewal expenditure based on improved data. The renewal programmes will continue to be based on condition and performance monitoring including considerations around the criticality of assets and ensuring resilience in events of loss of service has been worked into the renewal programme. Asset renewal profiles and depreciation rates/calculations will be reviewed on a regular basis as improved information becomes available.

Table 6-1: Data Improvements

Activity	Data to be collected	Data to be analysed	Value this data provides
Transport	RAMM data	All asset tables in RAMM	Complete and comprehensive asset inventory for all roading assets such as bridges, retaining walls, signs, etc.
	As per Waka Kotahi NZTA's Performance Report requirements	Traffic counts, road visual condition assessment	Heavy traffic counts will help identify key routes and align these with pavement management
Three Waters	AssetFinda data	Asset data such as extent, condition, material type demand/consumption readings water leaks	To understand pressures in the network, unaccountable water loss, leaks, renewals, capacity constraints, network capacities, etc.
All	Subdivision consents granted and building consents granted for new houses	Infill data Capacities	Confirm sufficient supply capacities in treatment plants and networks due to additional users

6.4.5 Significant Decisions Required

Taking a long term view to the management of infrastructural assets, Council needs to make key decisions in a timely manner. In addressing Community desires and priorities the following key decisions in Error! Reference source not found. have been identified. All of the significant decisions have been translated into projects in the determining of the budget requirements for this strategy.

Table 6-2: Significant Infrastructure Decisions

Key Decision	Indicative Timeframe
Drinking Water Supplies – Local Water Done Well government plan, compliance, affordability and resilience.	XXXX
Westport Wastewater Treatment Plant Consent 408/2 - discharge to river during storm overflow.	XXXX
Stormwater improvements	XXXX

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Key Decision	Indicative Timeframe
Bridge renewals and upgrades	XXXX
Karamea Special Purpose Road	XXXX
Planning around current trends of development in the District: <ul style="list-style-type: none"> • Analysis of latest development areas in district (Westport and Reefton recorded increase in new houses being built) • Modelling of plants and network capacities • Understanding potential need to expand current networks • Improved processes in the Development Engineer space 	XXXX
Separation of wastewater and stormwater networks	XXXX
Installation of backflow prevention valves throughout the district	XXXX

6.5 Council's Asset Data

6.5.1 Asset Data

Council's asset data is currently stored on two Assets Management Systems: "AssetFinda" (all non-transport assets) and "RAMM" (for transport assets). All historical asset data for Three Waters and Transport has been loaded into both systems with continual data updates from our service providers through interfaces into the systems. This system is managed by staff and all inputted data is checked against the service providers KPI's with any further information (financials) also added.

Infrastructure planning is working to improve data and information quality. This is needed to establish a more reliable basis for decision-making and proposed actions outlined in this strategy. Council has actively conducted CCTV and condition assessment of pipes to have better understanding of underground assets.

The assumptions related to asset data are that:

- Council staff will continue to improve processes to better capture asset data, including true operations and maintenance costs
- Council staff will update and refine the required renewal expenditure based on the improved data
- The renewals programmes will continue to be based on condition and performance monitoring
- Asset renewal profiles and depreciation rates/calculations will be reviewed on a regular basis as improved information becomes available.

An assessment of confidence in the data underlying the current Asset Management Plans is shown in the Error! Reference source not found. below.

Table 6-3: Asset Data Confidence Rating

Asset class	Data confidence grade	Method of assessment
Drinking Water	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Wastewater	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Stormwater	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Roading		
Bridge and Major Culverts	A – Highly reliable and accurate. Data confidence level is complete and estimated to be accurate 100%. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Drainage	A – Highly reliable and accurate. Data confidence level is complete and estimated to be accurate 100%. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Footpaths	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Pavement Base	C – 50% estimated. Data confidence level complete and estimated to be accurate $\pm 20\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Pavement Formation	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Pavement Surface	A – Highly reliable and accurate. Data confidence level is complete and estimated to be accurate 100%. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Retaining Walls	D – Significant data estimated. Data confidence level complete and estimated to be accurate $\pm 30\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Streetlights	C – 50% estimated. Data confidence level complete and estimated to be accurate $\pm 20\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis

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Asset class	Data confidence grade	Method of assessment
Surface Water Channels	B – Reliable with Minor Inaccuracies. Data confidence level complete and estimated to be accurate $\pm 5\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis
Traffic Facilities	D – Significant data estimated. Data confidence level complete and estimated to be accurate $\pm 30\%$. <i>Asset data is being updated with work orders on a monthly basis.</i>	Register analysis

The expected life of each asset type in each Activity is also set in the Asset Management Plans and the Asset Valuation to help determine how long the assets are expected to last for.

A data confidence grading system is used for describing the confidence Council has in the accuracy of the asset data, i.e. if the data was taken from “as-built” drawings, the data would have a high confidence rating but if most of the data is based on estimate, the confidence would be low.

6.5.2 Asset Renewal and Condition

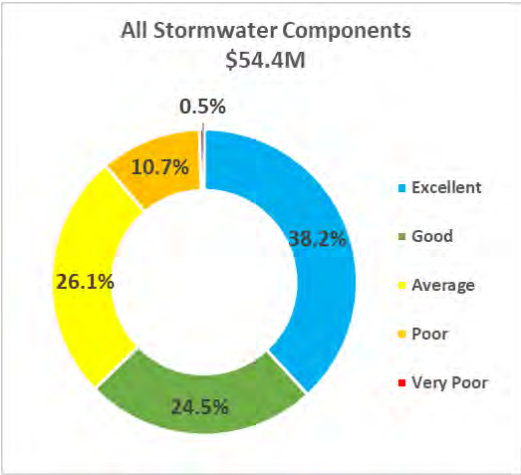
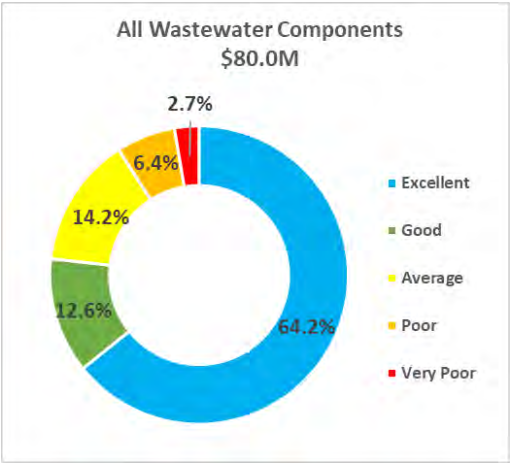
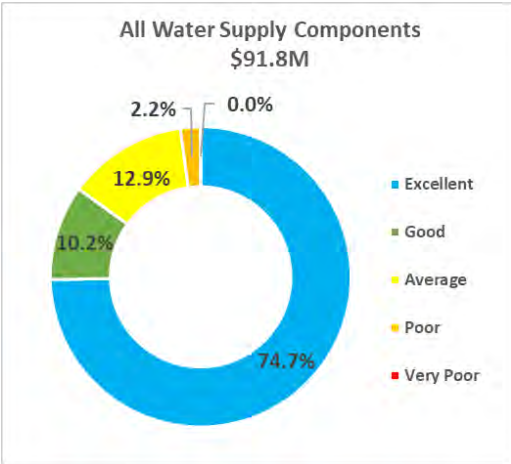
Asset conditions are updated by Council’s contractors into the asset management systems. This data is used to generate planned/preventative maintenance and asset renewal projects.

A large amount of the District’s infrastructure was built in the 1960s and 1970s. With an average age of 60 years, many of these assets are now reaching, or have already passed, the end of their expected life. Maintaining these ageing assets becomes more difficult as their age increases. The District is now facing the challenge of balancing the increasing maintenance and renewal costs.

The key issue for Council’s infrastructure assets is not what needs to be provided, but how to maintain existing assets funded over time. Managing infrastructure assets well is the foundation for Council’s ability to provide new facilities for the community in the future.

Developing partnerships with other Councils or service providers can be complex and has risks. However, there are local government financial constraints that can make it difficult to ensure infrastructure continues to meet the needs of the community. Council has an operations and maintenance contract to operate and maintain Council’s Three Waters network and treatment plants.

Another key risk is around Council’s knowledge of its assets and financially planning for renewals. As the asset database is updated, asset condition may get adjusted and new assets can be found. This affects rate valuations, which in turn affects annual depreciation and renewal needs. This ongoing improvement process affects Council’s annual operating expense and is currently causing an increase in the expected funding of renewals. The following graphs reflect the condition of Three Waters assets in the district at the time of writing this Strategy.



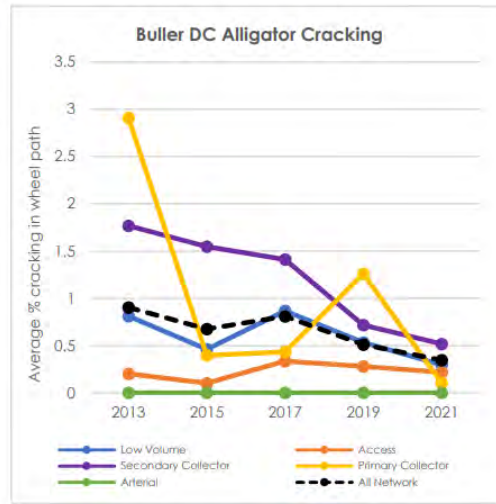
The following information reflects the current condition of Transport assets as described in our Activity Management Plan and Programme Business Case.

INSERT FINAL IMAGES

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Alligator cracking: measured as the average % of cracking in the wheel path.

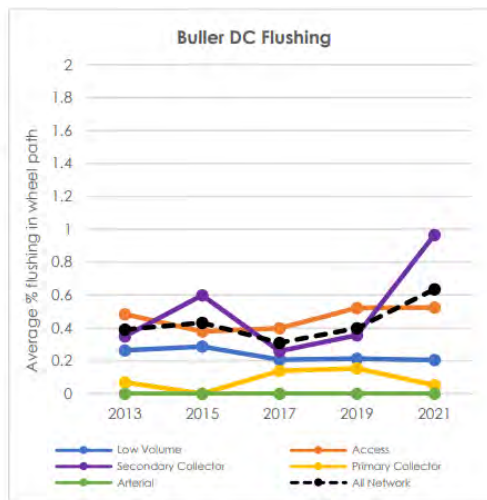
Alligator (fatigue) cracking is a series of interconnecting cracks which are initiated in the wheel paths and progress along the surface under repeated traffic loading. Cracking allows for infiltration of water into the underlying pavement layers, accelerating the rate of deterioration.



Flushing: measured as average % flushing in the wheel path.

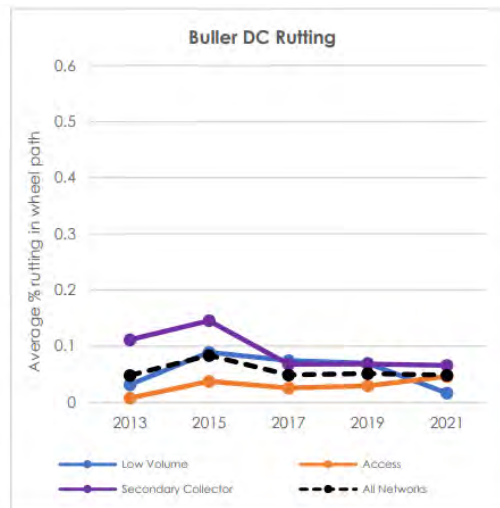
Flushing occurs when the bitumen has risen to where the surface aggregate is just protruding, or where the binder has risen to be level with or over the top of the surface aggregate.

Flushed areas are characterised by a generally shiny or slick appearance and a lack of surface texture.



Rutting: measured as average % rutting in the wheel path.

Rutting is a pavement distress mechanism that can significantly affect ride quality, pavement integrity, and safety – a common cause of surface water. Rutting is also followed by surface failure.





Surface condition: an index summarising surface condition based on visually measured condition defects (out of 100% where a higher number is better condition) has remained relatively stable for 2018-22. All three Councils are tracking above the peer group average.

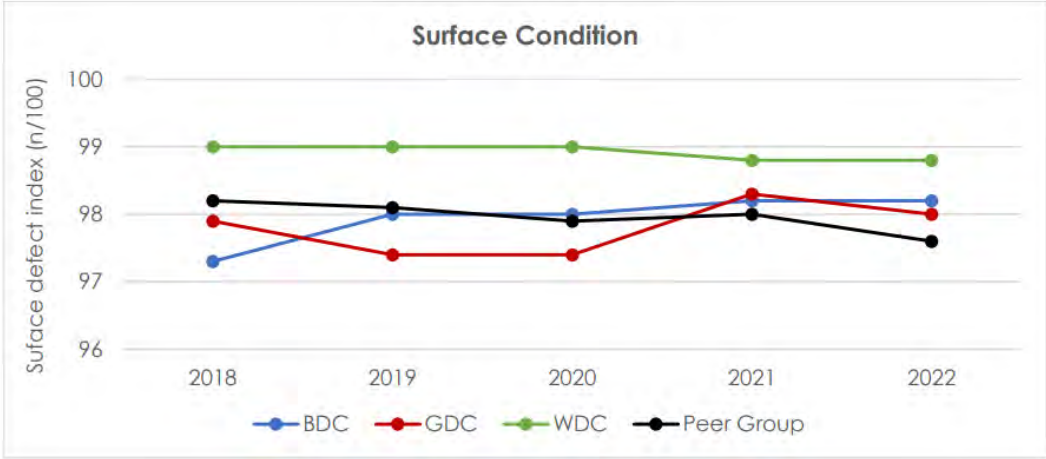


Figure 19: Sealed pavement surface condition 2018-22

Pavement condition: an index summarising pavement faults in the sealed road surface defects (out of 100% where a higher number is better condition) has sharply declined in Buller (-9%) and Westland from 2022 (-7%) for 2018-22, while Grey has had an overall increase (3%) with variability between years. All three Councils are tracking below the national peer group average, which has also declined by 2% over the period.

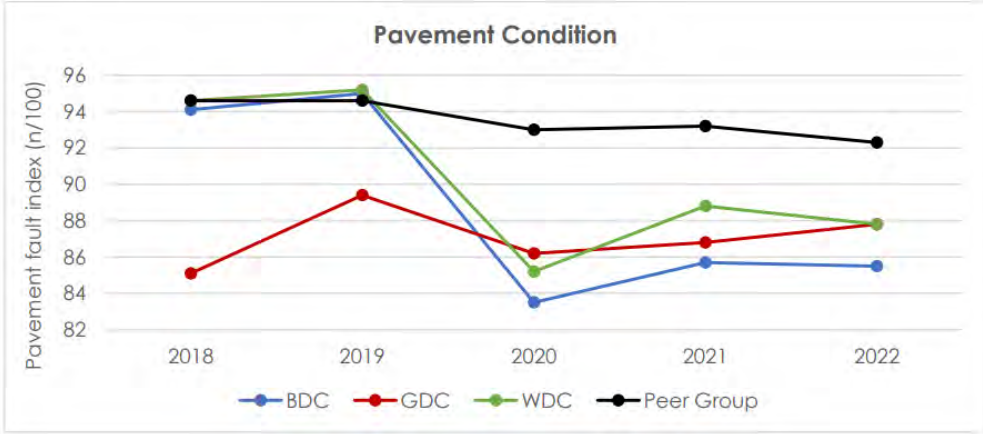


Figure 20: Sealed pavement condition 2018-22

30 Year Infrastructure Strategy

ASSET PERFORMANCE AND CONDITION

Currently there are no performance measures or a formal condition monitoring programme for unsealed roads, so the following information has been sourced from Council staff and contractors:

- Unsealed road network condition is deteriorating, exacerbated by increasing maintenance and re-metalling costs which are reducing the quantity of work that can be carried out within existing budgets.
- Weather events and poor drainage condition are causing water damage to unsealed pavement basecourse and subbase layers, this will require pavement strengthening to address.
- Buller especially has experienced poor unsealed road condition with 90% of their current three-year maintenance budget spent in years one and two.

ASSET PERFORMANCE AND CONDITION

There is no formal condition monitoring programme for drainage assets and there are currently no performance measures, so the following information has been sourced from Council staff and contractors:

- Asset condition is deteriorating on parts of the network, particularly in rural areas where issues such as high shoulders are contributing to water damage of pavement base and subbase layers. Prolonged deterioration will require costly rehabilitation / strengthening of some sections that could otherwise be avoided through proactive maintenance.
- Some drainage assets are no longer fit-for-purpose, having been designed for lower flows than are already being experienced, or are expected from future weather events. Other parts of the network require drainage assets where there are currently none.
- Current maintenance budgets are insufficient to ensure both proactive and reactive maintenance is undertaken. With increasing weather impacts due to climate change the need for proactive maintenance to ensure drainage assets protect and prolong the life of road pavement is essential.
- Renewal budgets are insufficient given increasing replacement cost of drainage assets, and the need for asset improvements as part of the renewals programme to upsize drainage assets to cope with current and future needs.

ASSET PERFORMANCE AND CONDITION

Condition monitoring of footpath assets varies between the Councils, as shown in the level of service framework each Council has a different set of targets and outcomes:

Council	2022/23 Performance
Buller DC	Condition target not achieved: 64% of footpaths ranked as grade 1 and 2, target is 75%.

ASSET PERFORMANCE AND CONDITION

The successful performance of the network services and maintenance is particularly reliant on maintenance inspections to identify any deficiencies.

For traffic services maintenance, it is undertaken through the road maintenance contracts which specify maintenance methods and performance criteria including cyclic inspection requirements. The traffic services inventory is used as a reference document when undertaking inspections, to identify where signs have been removed / damaged etc.

Rating	Description of Condition
1	Excellent Condition: Only cyclic maintenance required
2	Very Good: Minor maintenance required plus cyclic maintenance
3	Good: Significant maintenance required
4	Average: Significant renewal/upgrade required
5	Poor: Unserviceable

Table 3: Condition rating table

Based on the weighting factors outlined in section 1.4 Condition and Performance, a summary of the overall condition of bridges in 2023 are:

	Bridges	Culverts
Buller	2.23	2.00
Grey	2.80	2.67
Westland	1.46	1.33

Table 12: Overall condition rating for bridges and culverts

6.6 Levels of Service

This Infrastructure Strategy provides a guide to Council's long term service provision over a 30- year period based on the current service levels provided by Council and known and agreed changes in Council's service levels. The assumption is that Council's Levels of Service targets won't change and due to the uncertainty around regulatory changes the levels of service has been kept the same. This will be reviewed once there is more certainty around the regulatory implications for Council in terms of the levels of service they need to provide to be compliant with the then proposed changes.

Council's Long Term Plan provides detail on annual service levels, performance measures and achievements. For full disclosure of required information, this Infrastructure Strategy shall be read in conjunction with the other documents comprising the Long Term Plan, including Council Activities which define levels of service.

6.7 Capital Works Programme

Council has established a dedicated Capital Works function to deliver major programmes and projects across all portfolios. Reporting through Infrastructure Services, Council has the capacity to expand according to the level of investment, including any externally funded projects together with our LTP business as usual commitments. One of the primary objectives of the Capital Works function is to be the preferred service provider for asset owners and key stakeholders to deliver successful projects.

This is achieved by applying best practice planning and implementation principles to achieve value-for money objectives in terms of scope, budget, schedule, quality, risk and safety management through the following practices:

- Set and maintain the highest standards in managing successful project outcomes using proven knowledge areas and methodologies, including PMBoK and PRINCE2 for predictable and consistent results.
- Establish effective and transparent procurement processes which achieve value for money in the interest of asset owners and key stakeholders.
- Ensure comprehensive asset owner and stakeholder representation, quality monitoring and ongoing maintenance considerations for all capital projects.

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- Develop and refine a scalable framework of systems, processes and procedures consistent with Council's major project delivery model.
- Drive effective project lifecycle principles and quality control reviews to maximise benefits and opportunities, reduce impact of change and manage risk.
- Ensure all purchasing is in accordance with probity principles and in a competitive environment conducive to Council achieving best outcome and certainty in the awarding of orders and contracts.
- Enable appropriate inputs via collaboration and advice from asset owners, key stakeholders and subject matter experts.
- Coordinate and control programme/project reporting deliverables including implementation plans, status reports, Council or Committee papers, communications, stakeholder engagement, public messaging including media releases and community updates. Ensure compliance with local government rules, Council's Procurement Policy and consideration to legislation, regulations and best practice.

Considering deliverability challenges around resources, supply chains and market forces (including material supply, freight and labour availability), Council has successfully adopted additional project control measures. These include establishing specific steering committees, terms of reference with appropriate delegated authorities and effective procurement models such as Early Contractor Involvement (ECI). This has enabled speed to market engagement, integration of the contractor's constructability assessments and skills that in turn allows parties to manage and procure key lead critical items to minimise schedule and construction risk.

Council will remain flexible in its approach to align with delivery processes which are fit for purpose and attain best value for money outcomes for our community. All capital projects for this LTP will be fully resourced with dedicated programme management teams and governance oversight provided by steering groups and Council as appropriate. The methodology adopted by our Capitals Works function is described in our Major Project Delivery Model Guideline.

Further information regarding Infrastructure Services approach to capital works delivery can be found in our Major Project Delivery Model guideline G01.



7 SIGNIFICANT IS DECISIONS AND OPTIONS

30 Year Infrastructure Strategy

The Local Government Act 2002 Section 101B – Infrastructure Strategy states:

(2) The purpose of the infrastructure strategy is to—

“(a) identify significant infrastructure issues for the local authority over the period covered by the strategy; and

“(b) identify the principal options for managing those issues and the implications of those options.

The scenario selected to take forward into this LTP and corresponding investment programme is “Hold”. This is considered to be the most prudent approach for the current scenario and is the strategy that best aligns with the triple-constraint framework of community outcomes, affordability and statutory duties.

As well as managing risk to the level Council can tolerate (accept) and that the communities can afford, the “Hold” strategy aims to do as much as possible for this LTP in terms of meeting sustainability goals and inter-generational equity. Sustainability in this context means having the ability to hold our infrastructure asset condition at current levels (preserve without further deterioration) and maintaining levels of service as they currently are (no reduction or loss of service).

In this way, the broader definition and objectives of sustainability are best aligned to the selected “Hold” strategy, where Council is meeting the needs of the present generation without compromising the ability of future generations to meet their own needs.

The overall 30-year strategic position remains one of **“affordable asset preservation and compliance”**, mindful of known infrastructure condition, remaining useful life and mandatory priorities; constrained only by district ratepayers’ ability to afford the costs.

Council has identified and continues to address the following challenges with our infrastructure:

- Is the district’s infrastructure sized correctly, fit-for-purpose, reliable and affordable?
- What are the climate change implications and resilience for the district’s infrastructure?
- What savings can be made whilst still maintaining assets in a sustainable manner?
- What are we doing about central government’s Three Waters plan?
- What are we doing about the future of the Karamea Highway Special Purpose Road?

The Infrastructure Strategy and corresponding Asset Management Plans will aim to address these key questions and expand on the following principles:

- Addressing infrastructure backlog i.e. the deficit of renewal works required to meet Level of Service outcomes
- Applying new strategies (e.g. “bring to satisfactory”, satisfying expectations and needs) i.e. cost to bring assets from “poor/adequate” to “fair/good”, and not necessarily excellent
- Introducing new Key Performance Indicators (KPIs) to measure and communicate strategic performance i.e. Infrastructure Backlog Ratio, Asset Maintenance Ratio and Asset Renewal Ratio

Since improving the affordability of the services provided to the community and addressing legislative reform (e.g. compliance requirements) are typically competing tensions, the above three principles will provide the necessary basis to develop an appropriate position for the LTP.



The key areas to be addressed by this Infrastructure Strategy are:

- Levels of service
- Asset preservation and renewal

The key considerations include:

- Community outcomes in relation to infrastructure needs
- Statutory duties, including compliance and regulatory legislation
- Environmental assessments and impacts
- Climate change and climate adaptation
- Waka Kotahi NZTA Funding Assistance
- Pandemic readiness and response plans

The key strategies are:

- Government reform risks and opportunities, including external funding
- Addressing the infrastructure backlog by accelerating renewals
- Define success targets and “bring to satisfactory” concepts
- Introduce measurement tools and metrics to track performance
- Improve asset data, in particular for transport

The key activities for Infrastructure in the next three years are:

- Transport:
 - Increased investment for bridge renewal and replacement
 - Continued investment in footpaths, walkways and cycleways
 - Ongoing improvement in asset management capability and capacity
 - Uplift in sealed road surfacing
- Drinking Water Supply:
 - Compliance upgrades to meet legislation and regulator requirements
 - Trunkmain renewals
 - Backflow prevention
 - Condition assessment/modelling
 - Compliance monitoring/reporting
- Wastewater:
 - Treatment plant consenting and compliance
 - Network separation of wastewater and stormwater
 - Pipeline renewals
 - Condition assessment/modelling
 - Compliance monitoring/reporting
- Stormwater:
 - Flooding mitigation works
 - Pipeline renewals
 - Condition assessment/modelling
 - Compliance monitoring/reporting

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Special Note on Transport & Roading:

The Land Transport Combined Activity Management Plan and Programme Business Case (PBC) were prepared and submitted to Waka Kotahi NZTA.

7.1 Drinking Water Supplies

Council's strategic goal for the water supply activity is:

“to provide an adequate supply of water that is of sufficient quality for household, agricultural, commercial and industrial use, which meets the current and future needs of the community, in a cost effective manner.”

7.1.1 Value of Drinking Water Supply Infrastructure Assets

Buller District Council manages **\$91.8million** of Drinking Water Supply infrastructure assets. The Infrastructure Assets' Replacement Costs, taken from the 30 June 2024 valuation reports are shown in **Table 7-1** and **Figure 7-1**.

Table 7-1: Drinking Water Supplies Asset Value as at 30 June 2024

Water Asset Group	Replacement Cost (\$)	Depreciated Replacement Cost (\$)	Annual Depreciation (\$)
ws_line	62,399,384	39,222,314	737,793
ws_plant	19,339,916	11,581,804	538,681
ws_point	10,071,670	5,773,907	208,597
Grand Total	91,810,970	56,578,025	1,485,071

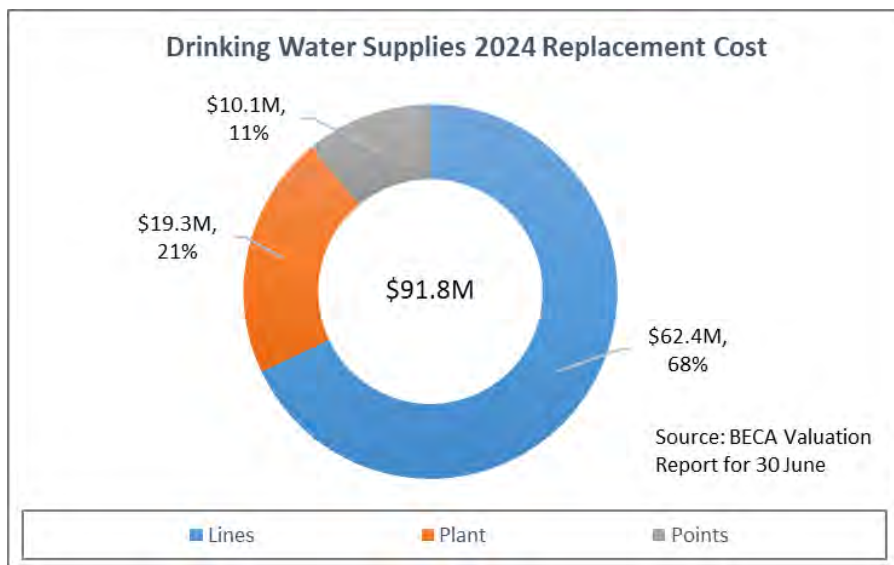


Figure 7-1: Drinking Water Supplies Asset Value as at 30 June 2024

7.1.2 Strategies

The following are our strategies for Drinking Water Supplies:

- Risks and opportunities - Improving water and compliance to meet the new regulator’s water standards and become compliant with regulations, including applying for external funding to support the upgrades required for water schemes that cannot afford the costs to become compliant.
- Water Safety Plans that meet the regulator requirements and ensure safe water to the community.
- Installation of backflow preventers to ensure safe drinking water supply
- Firefighting capability in network.
- Resource consent conditions to enable a network that is compliant with regulatory and councils’ standards.
- Addressing the infrastructure backlog by accelerating expenditure on renewal programmes through improved planning techniques. Develop and implement programme of condition assessments to ensure failing or deteriorated assets are replaced. The focus in this LTP will be to replace all galvanised steel and asbestos cement pipes.
- Define success targets and “bring to satisfactory” concepts at planning and maintenance level to ensure improved service delivery and asset management.
 - Introduce measurement tools and metrics to track performance.
 - Improve our asset register data, asset management practices and asset maintenance management.
 - Prepare for natural disasters by ensuring an alternative source of supply, be it a separate supply pipe or a dedicated storage reservoir to ensure water is available at selected points in each town.



30 Year Infrastructure Strategy

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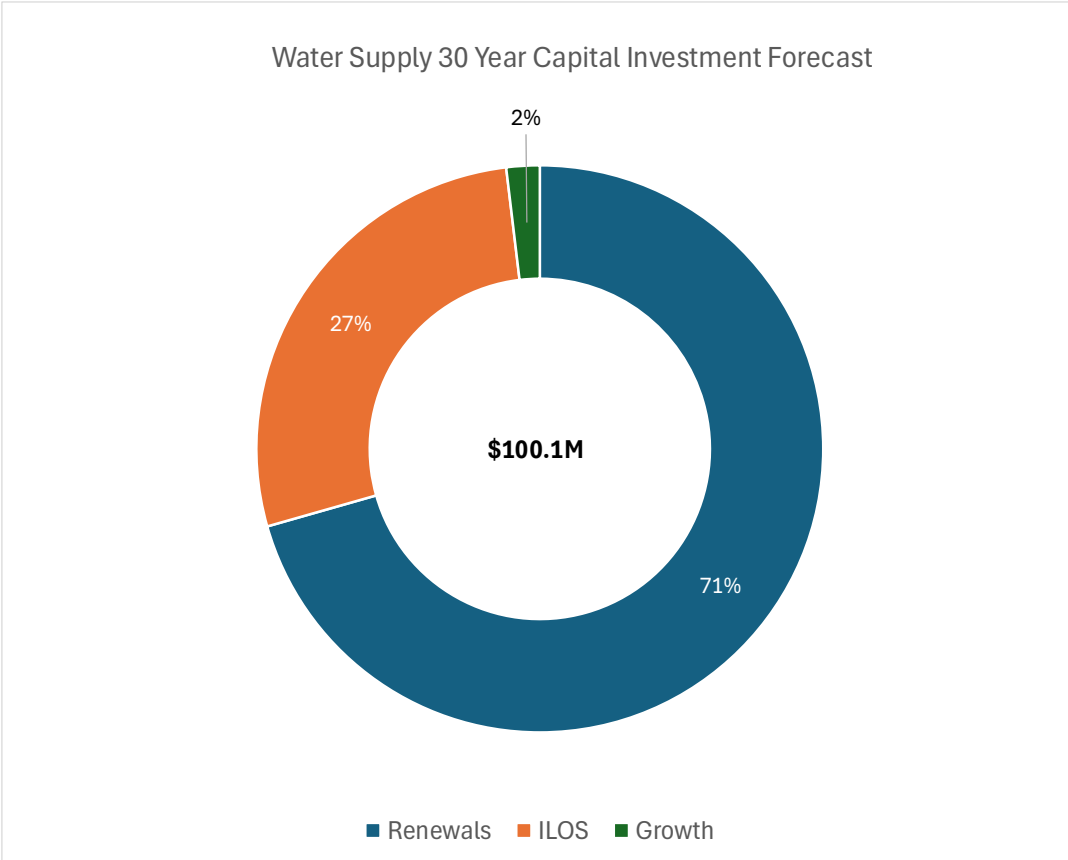
7.1.3 Issues and Options

The main Water Supply issues are detailed below:

Table 7-2: Water Supply – Issues and Options

Issue	Options	Discussion
Water supply schemes including looking at private schemes needs to be improved to meet the new Regulator standards.	New or upgrading of water treatment plants to meet the new water regulator standards and be compliant.	<p>Nationally, safe drinking water is a priority and delaying necessary upgrades without sound reasoning should be avoided.</p> <p>Current indications are that drinking water standards will increase and there will be a requirement to include additional interventions to provide safe water.</p> <p>Operating more complex schemes is likely to be beyond the capability of (pro-bono) community members</p>
Installation of backflow preventers in industrial, commercial, residential and farming supply networks.	Programme of implementation to first focus on critical locations where contamination could occur posing a threat to the community.	<p>Providing a safe water supply to people is of utmost importance to council.</p> <p>The prevention of any contaminant getting into council's water pipes should be one of the highest priorities.</p>
Backlog/deferred maintenance.	Replacement of galvanised steel pipes and asbestos cement pipes as first priority. Increased pipe condition assessment via sampling and testing.	<p>Asset renewal has not occurred as dictated by asset age and performance.</p> <p>To ensure a reliable supply, pipes need to be replaced when they have reached the end of their useful life or as determined from maintenance records.</p> <p>Loss of supply to the community will have a negative reputational implication for council.</p>

7.1.4 Investment Proposal



These issues and options and significant investment requirements are expanded upon in the table below:

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Table 7-3: Drinking Water Supply Proposals

	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Water Treatment Plant Upgrades							
Most likely Scenario	Regulatory and Compliance Requirements		Decision to continue to invest in upgrading Water treatment plants to meet DWQAR and NZ Drinking Water Standards Decision processes: <ul style="list-style-type: none"> 2025 LTP 11-30 Year Horizon, future LTPs 	This project aims to upgrade WTPs to meet DWQAR and NZ Drinking Water Standards Funding drivers: ILOS	Option 1: Upgrade WTPs in current LTP	2025/26-2033/34	\$5.95M
					Option 2: Preferred Defer investment and continue to discuss WTP treatment options with regulators Option 3: Upgrade all WPS over the 30 year horizon	11-30 Year	\$6.0M
Water Supply Renewals							
Most likely Scenario	Ageing Infrastructure		Decision to invest in water supply system renewals Decision process: 2024 LTP Decision processes: <ul style="list-style-type: none"> 2025 LTP 11-30 Year Horizon, future LTPs 	This project aims to renew ageing water supply assets to ensure that the required levels of service are achieved. Funding drivers: Renewals	Option 1: (Preferred) Retain current level of water supply renewals based on a combination of asset data (theoretical renewals) and asset condition information.	2025/26-2033/34	\$27.99M
					Option 2: Defer investment and undertake a reactive renewals programme (run to fail). This is likely to affect service levels	11-30 year	\$42.65M
Backflow Protection Installation							

	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Most likely Scenario	Regulation compliance	and	Decision to invest in the installation of backflow devices Decision process: 2024 LTP Decision processes: <ul style="list-style-type: none"> • 2025 LTP • 11-30 Year Horizon, future LTPs 	This project aims to ensure water safety through the installation of backflow devices at property connections, to ensure the public supply is protected. Funding drivers: ILOS	Option 1: (Preferred) Continue with the installation of backflow devices as per current Council programme and funding Option 2: Increase the level of funding to fast track the programme (i.e. bring forward approx. \$4M from the 11-30 year horizon)	2025/26-2033/34 11-30 year	\$3.05M \$7.36M

For the water supply service, meeting legislation and regulator requirements and replacing deteriorated pipes (galvanised steel and asbestos) continue to be a priority, while over the long term further pipe renewals and renewals at the water treatment plants make up the largest portion of the budget.

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7.2 Wastewater Services

Council's strategic goal for wastewater over the next ten years is:

“to provide cost effective sewerage services for townships, as required by the community, and to continue investigations into minimising any adverse impact of effluent discharges into the environment.”

7.2.1 Value of Wastewater Infrastructure Assets

Buller District Council manages **\$80 million** of wastewater infrastructure assets. The Infrastructure Assets' Replacement Costs, taken from the 30 June 2024 valuation reports are shown in **Table 7-4** and **Figure 7-2**.

Table 7-4: Wastewater Services Asset Value as at 30 June 2024

Wastewater Asset Class	Replacement Cost (\$)	Depreciated Replacement Cost (\$)	Annual Depreciation (\$)
ww_line	48,421,492	21,882,471	559,827
ww_plant	26,160,044	13,764,785	684,034
ww_point	5,389,973	2,836,509	73,970
Grand Total	79,971,509	38,483,765	1,317,831



Figure 7-2: Wastewater Services Asset Value as at 30 June 2024

7.2.2 Strategies

The following are our strategies for Wastewater Services:

- Risks and opportunities - Improving quality of Wastewater infrastructure and compliance to meet the new regulations, including applying for external funding to support the upgrades required to meet the new regulations.
- Renew resource consents.
- Addressing the infrastructure backlog by accelerating expenditure on renewal programmes through improved planning techniques. Develop and implement programme of condition assessments to ensure failing or deteriorated assets are replaced.



Westport WWTP Bioreactor



Reefton WWTP Aeration Pond

- Define success targets and “bring to satisfactory” concepts at planning and maintenance level to ensure improved service delivery and asset management.
- Introduce measurement tools and metrics to track performance.
- Improve our asset register data, asset management practices and asset maintenance management.
- Wastewater and Stormwater network separation.

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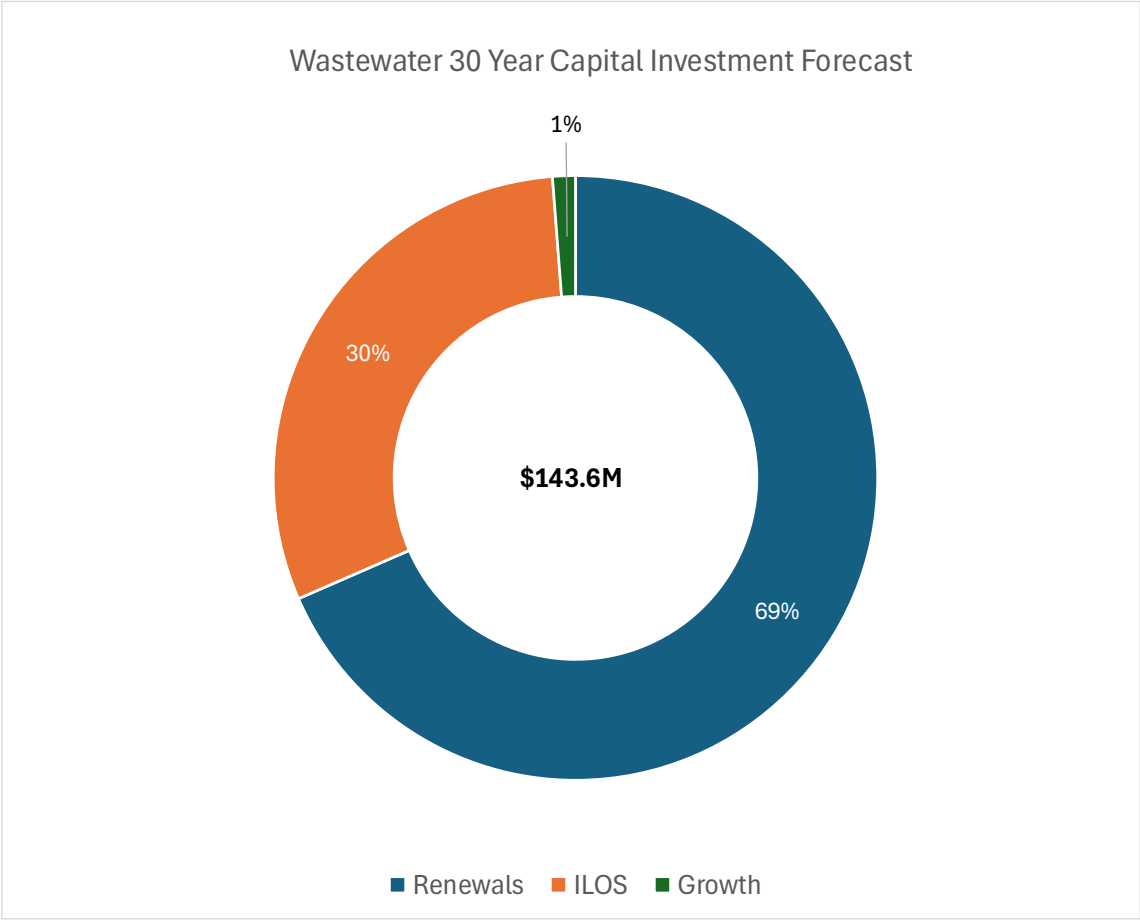
7.2.3 Issues and Options

The following key issues informed the Infrastructure Strategy budget considerations.

Table 7-5: Wastewater – Issues and Options

Issue	Options	Discussion
Consent is to discharge primary treated and untreated sewage during storm overflow events	Continue discharge as is	With a higher frequency of intense storms, catering for all rainfall events is unrealistic
	Reduce untreated discharge	This issue should be worked through with the regional council to identify a satisfactory approach. This is expected to be a compromise for all stakeholders.
	Optimise separation of networks	
Backlog/deferred maintenance (includes Stormwater and Wastewater separation)	Replacement of pipes that have reached the end of their expected useful lives. Increased pipe condition assessment via CCTV and smoke testing.	Asset renewal has not occurred as dictated by asset age and performance. To ensure a reliable service, pipes need to be replaced when they have reached the end of their useful life or as determined from maintenance records. Spillage from broken pipes or pump stations will not be acceptable to the community or regional council.

7.2.4 Investment Proposal



These issues and options and significant investment requirements are expanded upon in the table below:

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Table 7-6: Wastewater Services Proposals

	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Wastewater Treatment Plant Upgrades							
Most likely Scenario	Regulatory and Compliance Requirements		Decision to invest in upgrading the Wastewater treatment plants to meet resource consent requirements and future National Wastewater Discharge Standards Decision processes: <ul style="list-style-type: none"> 2025 LTP 11-30 Year Horizon, future LTPs 	This project aims to ensure council WWTPs remain compliant with regulatory requirements i.e. RMA resource consent requirements and future National Wastewater Discharge Standards Funding drivers: ILOS/Renewals	Option 1: (Preferred) Upgrade WTPs in current LTP Option 2: Defer investment and continue to discuss WTP treatment options with regulators Option 3: Upgrade all WPS over the 30 year horizon	2025/26-2033/34 11-30 Year (Westport, Little Wanganui)	? Reefton \$35.5M
Wastewater Renewals							
Most likely Scenario	Ageing Infrastructure		Decision to invest in Wastewater renewals Decision process: 2024 LTP Decision processes: <ul style="list-style-type: none"> 2025 LTP 11-30 Year Horizon, future LTPs 	This project aims to renew ageing Wastewater assets to ensure that the required levels of service are maintained Funding drivers: Renewals	Option 1: (Preferred) Retain current level of water supply renewals based on a combination of asset data (theoretical renewals) and asset condition information. Option 2: Defer investment and undertake a reactive renewals programme (run to fail). This is likely to affect service levels	2025/26-2033/34 11-30 year	\$21.969M \$64.44M



Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Reefton Stormwater/Wastewater Separation						
Regulatory compliance	and	Decision to invest in works to separate Stormwater from the Wastewater network Decision processes: <ul style="list-style-type: none"> • 2025 LTP • 11-30 Year Horizon, future LTPs 	Currently Reefton has a combined Wastewater/Stormwater network. There is the need to separate the system to create a standalone Stormwater network; this will reduce overflows during severe wet weather events Funding drivers: ILOS/Renewals	<p>Option 1: Maintain the status quo, with the risk of future Wastewater network overflows and resource consent non-compliance (phase 1)</p> <p>Option 2: (Preferred) Plan and implement a separation programme over the LTP period (stage 1)</p> <p>Option 3: Following stage 1 continue to establish a Stormwater piped network and environmental engineered solutions (see related Stormwater project)</p>	2025/26-2033/34 11-30 year	\$7.6M See Stormwater project

30 Year Infrastructure Strategy

7.3 Stormwater Services

Council's strategic goal for the stormwater activity is:

"to provide for the collection and disposal of stormwater to acceptable environmental standards."

7.3.1 Value of Stormwater Infrastructure Assets

Buller District Council manages **\$54.4 million** of Stormwater infrastructure assets. The Infrastructure Assets' Replacement Costs, taken from the 30 June 2024 valuation reports are shown in

Table 7-7 and **Figure 7-3**.

Table 7-7: Stormwater Services Asset Value as at 30 June 2024

Stormwater Asset Class	Replacement Cost (\$M)	Depreciated Replacement Cost (\$M)	Annual Depreciation (\$M)
sw_line	46,457,260	19,915,162	537,850
sw_plant	905,647	877,728	17,691
sw_point	7,008,377	4,137,173	87,417
Grand Total	54,371,284	24,930,063	642,958

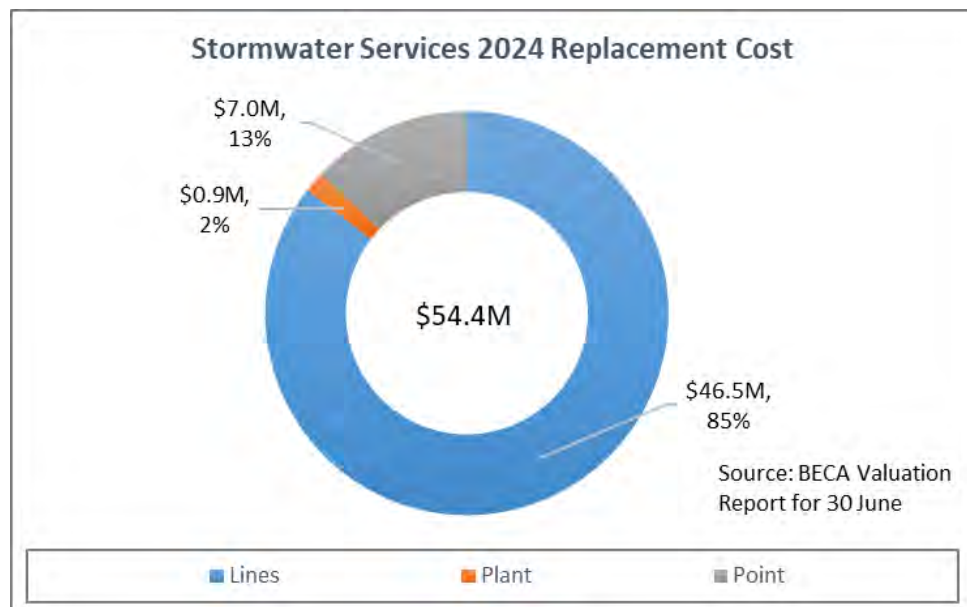


Figure 7-3: Stormwater Services Asset Value as at 30 June 2024

7.3.2 Strategies

Stormwater services are provided for our district communities, draining roads and/or private property.

The following are our strategies for Stormwater:

- Risks and opportunities - Improving stormwater discharge and compliance to meet the new regulator's standards and become compliant with regulations, including applying for external funding to support the upgrades required to become compliant.
- Addressing the infrastructure backlog by accelerating expenditure on renewal programmes through improved planning techniques. Develop and implement programme of condition assessments using CCTV and smoke testing to ensure broken pipes are replaced and wastewater and stormwater is separated.
- Define success targets and "bring to satisfactory" concepts at planning and maintenance level to ensure improved service delivery and asset management.
- Introduce measurement tools and metrics to track performance.
- Improve our asset register data, asset management practices and asset maintenance management.
- Further studies around flooding mitigation work.

7.3.3 Issues and Options

Issues with our stormwater system are complex, with more intense rainfall and weather events predicted for our district. In particular the urban stormwater networks for Westport and Reefton are challenging with respect to wastewater separation, inflow and infiltration and climate change.

Reducing the volume of stormwater entering the wastewater network is key to reducing the number of wet weather overflows and improving existing infrastructure capacity and performance. The separation of stormwater (rainwater) means that in wet weather, rainwater from roofs, streets etc will flow directly to the river or sea, rather than going into the wastewater network, combining with the wastewater flows and creating network capacity issues.

There are three critical parts to network separation:

- Improving the current stormwater system, so that rainwater is carried away safely, which has benefits in terms of flood mitigation as well as improving network capacity.
- Changing connections of Council assets; predominantly stormwater sumps that currently lead to the wastewater network.
- Changing connections on private properties. Smoke-testing conducted by Council has shown approximately 24%, or 615 dwellings, within urban Westport have cross connections where dwelling stormwater downpipes are connected into the wastewater network.

Council will progress the data analysis and modelling work already underway in order to inform the optimised network separation redesign for Westport and the corresponding investment programme for capital expenditure going forward.

Inflow and infiltration (I&I) is another key network improvement initiative which Council are working on. I&I is when stormwater (rainwater), surface water or groundwater enters the wastewater network (sewer) through a variety of causes either on public or private property.

Inflow is the direct discharge of stormwater entering the sewerage system, often from low lying gully traps, yard drains, roof downpipes and cross-connections from stormwater drains that are networked directly to the sewerage system. Infiltration occurs when stormwater that seeps into the ground, or rising groundwater enters the wastewater network through defects, cracks, and joints in the sewer pipe.

30 Year Infrastructure Strategy

A gully trap collects wastewater from the kitchen, bathroom and laundry. Gully traps that are not installed correctly can allow stormwater runoff to enter the wastewater network causing increased volumetric flow. Gully traps must be installed to minimum heights above ground surfaces. All downpipes from dwelling drainage surfaces including building roofs must be connected to the stormwater system and not directly to the sewerage system to avoid breaching the capacity of the network and causing overflows of untreated wastewater.

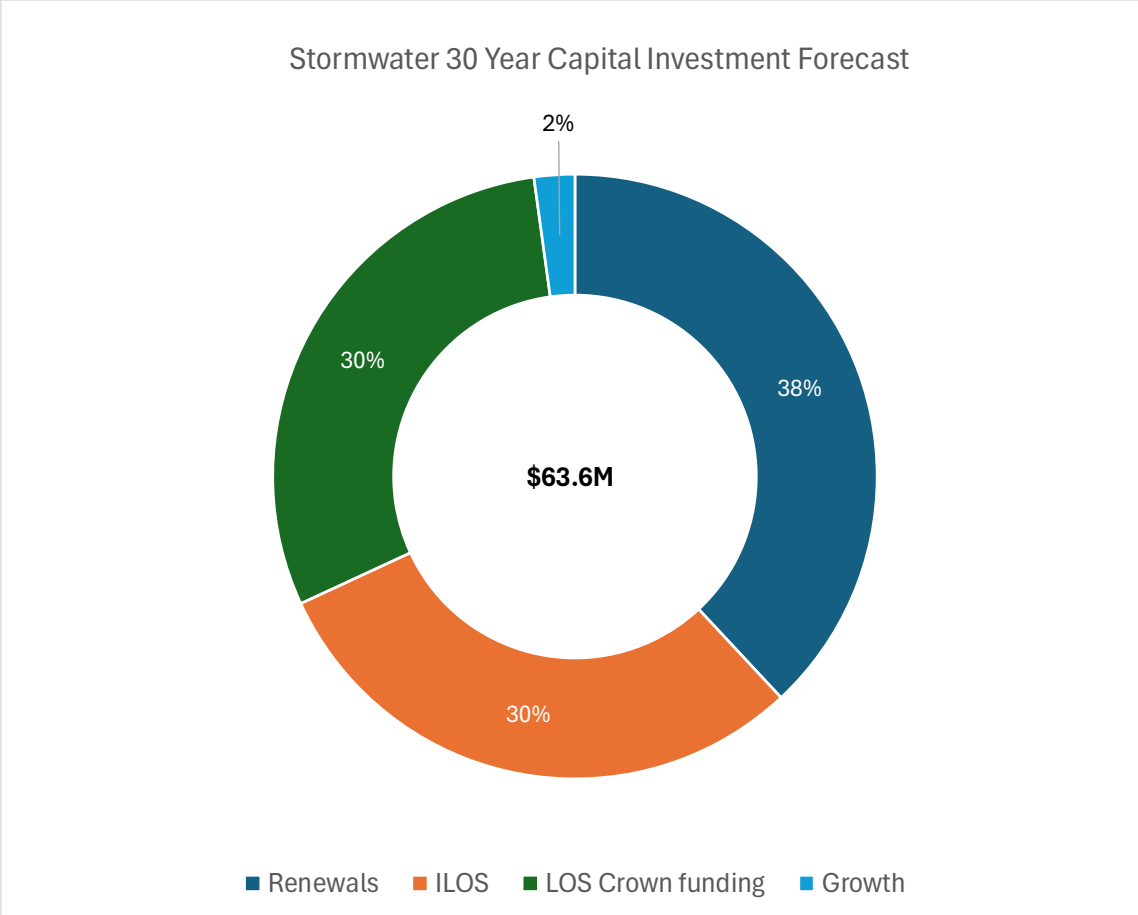
Due to affordability constraints, accelerated completion of I&I improvements and other remedial strategies or physical works including network separation, secondary (overland) flow path and stormwater storage capacity (detention and retention) has not been considered for this LTP. However, Council will advocate for external funding assistance to bring this timeline forward due to the significant benefits this work will provide for our communities and the environment.

Westport is faced with the high likelihood of future severe weather events including flooding similar to July 2021 and February 2022 due to its low-lying position and its location adjacent to both the sea and major rivers. The impact of these severe weather events has worsened with the increased frequency and severity attributed to climate change. A Westport Flood Protection project with government funding is currently being led by the West Coast Regional Council. Part of the proposed solution includes a flood wall around the perimeter of Westport.

Council has expressed its strong view that a suitable pumpout system must be included to remove accumulated stormwater and rising groundwater from within the flood walls, and avoid a significant new risk being introduced. We will continue to advocate to the Westport Flood Protection project for a complete solution including an appropriate pumpout system to ensure stormwater (pluvial) flooding from high intensity rainfall events and river (fluvial) flooding including rising groundwater can be captured and discharged.

Costs for the associated pumpout infrastructure including central interceptor or gravity mains, rising mains, inlet structures, storage reservoirs, pumpstations, flood wall penetrations or crossings have not been included in this LTP as such assets are currently regarded as belonging to the Westport Flood Protection project and not part of the Council stormwater network.

7.3.4 Investment Proposal



These issues and options and significant investment requirements are expanded upon in the table below:



Table 7-8: Stormwater Services Proposals

	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Westport Stormwater Resilience							
Most likely Scenario	Resilient infrastructure		Decision to invest in upgrading the Westport Stormwater networks Decision processes: <ul style="list-style-type: none"> 2025 LTP 11-30 Year Horizon, future LTPs 	This project aims to build Stormwater infrastructure resilience and help reduce stormwater impacts on people and property Funding drivers: ILOS/Renewals	Option 1: (Preferred) Upgrade the Westport Stormwater network over the approx. six year horizon- (with Crown funding) Option 2: Defer investment and investigate alternative resilience upgrades Option 3: Undertake Upgrades as part of the Resilient Westport Project	2025/26-2033/34 11-30 Year	\$18.9M (crown funding) Budget TBC
Reefton Stormwater Network Development							
Most likely Scenario	Resilient infrastructure		Decision to invest the development of a Reefton Stormwater network Decision process: 2024 LTP Decision processes: <ul style="list-style-type: none"> Future 11-30 Year Horizon LTPs 	This project aims to continue with the Separation programme (phase 1 under Wastewater). Phase 2 focusses on the establishment of the stormwater network Funding drivers: ILOS	Option 1: (Preferred) Phase 2 establishment of the Reefton Stormwater network. Option 2: Defer and or spread investment over a longer time period. This is likely to affect service levels and may lead to non-compliance issues	11-30 year	\$9.0M (ROC budget to be updated based on detailed planning)
Stormwater Renewals							



	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Most likely Scenario	Ageing Infrastructure		Decision to invest in Stormwater renewals Decision process: 2024 LTP Decision processes: <ul style="list-style-type: none"> • 2025 LTP • 11-30 Year Horizon, future LTPs 	This project aims to renew ageing stormwater assets to ensure that the required levels of service are maintained Funding drivers: Renewals	<p>Option 1: (Preferred) Retain current level of water supply renewals based on a combination of asset data (theoretical renewals) and asset condition information.</p> <p>Option 2: Defer investment and undertake a reactive renewals programme (run to fail). This is likely to affect service levels</p>	2025/26-2033/34 11-30 year	\$6.99M \$16.75M

7.4 Transport

Council's strategic goal for the roads and footpaths activity is:

"to provide and maintain a network of roads for the movement of vehicles, goods and people in a safe and efficient manner throughout the District in accordance with Council and Waka Kotahi NZTA standards."

"to provide a safe, affordable, sustainable land transport system that fully meets the environmental, economic and social needs of the district."

7.4.1 Value of Transport Infrastructure Assets

Buller District Council manages **\$421 million** of transport infrastructure assets. The Infrastructure Assets' Replacement Costs, taken from the 30 June 2022 valuation reports are shown in **Table 7-9** and **Figure 7-4**.

Table 7-9: Transport Asset Value as at 30 June 2022

Asset class	ORC	ODRC	ADR
Bridges & Major Culverts	76,826,465	33,412,834	801,626
Drainage	26,176,563	10,087,241	332,700
Footpaths	17,064,989	10,468,405	339,120
Pavement Base	124,939,503	101,878,786	556,566
Pavement Formation	124,824,499	124,824,499	-
Pavement Surface	34,229,591	11,893,897	1,861,483
Retaining Walls	327,210	321,757	5,454
Streetlights	13,443,110	5,755,439	155,128
Surface Water Channels	13,443,110	5,755,439	155,128
Traffic Facilities	1,759,312	965,798	108,431
Total	421,073,156	294,162,665	4,204,962

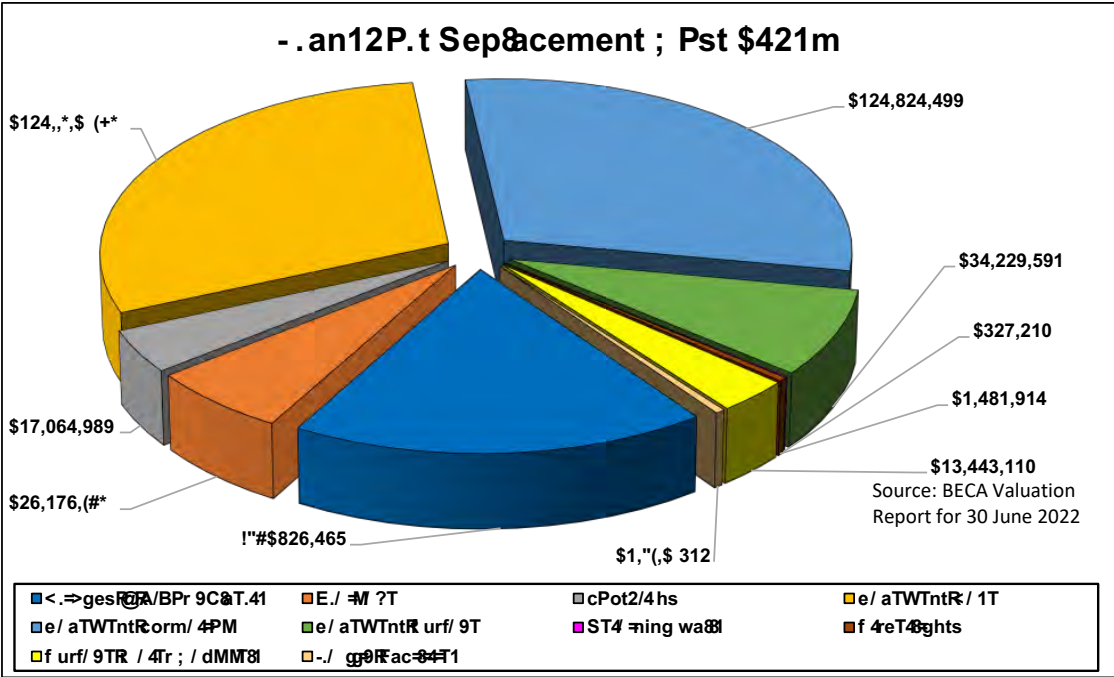


Figure 7-4: Transport Asset Value as at 30 June 2022

7.4.2 Transport Strategy and Options

In December 2023 Buller District Council, jointly with Westland and Grey District Councils, submitted the West Coast Transport Programme Business Case 2024-27 and Activity Management Plan 2024-34 to New Zealand Transport Agency (NZTA) and their respective Councils for inclusion in the National Land Transport Programme (NLTP) and Long Term Plans (LTP).

Subsequently:

The change of central government set a new direction for transportation, released in the final Government Policy Statement on Land Transport (GPS) in June 2024. This was a significant change of strategic direction and national funding priorities.

Local government was provided the opportunity to defer their 2024 LTPs, opting instead for an Enhanced Annual Plan for 2024/25 followed by a 9-year 2025-34 LTP. All three West Coast Councils opted to defer.

As a result, each Council's 3-year NLTP programme which would usually be adopted via their LTPs is out of sync, and the Councils are now in the process of developing their 9-year LTP which will include two years of approved NLTP funding:

30 Year Infrastructure Strategy

	2024/25	2025/26	2026/27	2027/28
NZTA	NLTP Year 1	NLTP Year 2	NLTP Year 3	NLTP Year 1
Local Authorities	Enhanced Annual Plan	LTP Year 1	LTP Year 2	LTP Year 1

A key change implemented via the GPS is the introduction of new NLTP Activity Classes² and regrouping of individual work categories within these, key changes are:

- Pothole Prevention Activity Class: all maintenance and renewal categories for sealed and unsealed roads and drainage have been grouped here with the purpose of investment in resealing, rehabilitating, and drainage maintenance on the local road network.
- Walking and Cycling Activity Class: all work categories relating to walking and cycling are now included under this class; previously maintenance and renewals were part of the wider local road network programme.
- Local Road Operations Activity Class: all remaining maintenance, operation, and renewal work categories are included here.
- Bridge and Structures Renewals: WC216 was previously considered a renewal activity but is now included in the Local Road Improvements Activity Class, potentially increasing the threshold for securing funding via the NLTP for these works.

Along with these changes the most significant impact has been the ringfencing of approved NLTP allocations within each Activity Class. This means that Road Controlling Authorities (RCAs) will be unable to move funding between categories to optimise their spend as the 3-year programme develops.

The immediate impact for Buller is if they wish to do any additional works on Walking and Cycling or Low-Cost, Low-Risk projects this will need to be 100% funded by Council, with no NLTP contribution.

An addendum to the 2024-27 AMP and PBC provides details on the outcomes of NZTA areas of funding change between the requested amount and allocated amount. The following potential risks and disadvantages of investing below the recommended levels include:

- Reduced levels of service
- Risks to asset condition and asset failure
- Potential safety and resilience risks
- Growing backlog of works and higher future costs
- Loss of economic productivity

² <https://www.nzta.govt.nz/planning-and-investment/planning-and-investment-knowledge-base/202427-nltp-investment-requirements/202427-nltp-activity-classes-and-work-categories/>

The original programme, as outlined in the previous AMP, remains the preferred approach from an asset management perspective. However, this programme is not considered affordable by NZTA or local politicians. Consequently, the Roading team must work to deliver the best possible programme within the available funds.

As a result, there may be less than optimal investment in some areas, directly affecting asset condition and/or levels of service.

7.4.3 Karamea Highway (Special Purpose Road SPR)

In northern Buller, the 49km section of road over the Karamea Bluff between Mokihinui and Karamea forms the majority of the Karamea Special Purpose Road (SPR). A 12km section from Karamea to Kohaihai completes the total 61km of SPR designation in our district. The SPR is historically known as the Karamea Highway, and was originally constructed, operated and funded by Waka Kotahi NZTA as part of State Highway 67. In the early 1990's, the designation was changed by Waka Kotahi NZTA to SPR as part of a wider review and state highway strategy. At that time, SPR's attracted 100% of funding from Waka Kotahi NZTA for maintenance and upgrading. In 2003, the legislative power to create SPR's was removed and Waka Kotahi NZTA commenced a transition process to transition SPR's to local roads under Council funding assistance rates (FAR). All affected Councils and road controlling authorities have been developing responses to the transition process in terms of how these SPR's will be funded into the future.

There are many challenges related to managing the Karamea Highway, especially the Karamea Bluff section. This is due to the original corduroy construction, which included using organic materials such as trees, brush, and soil, to build its foundation. Decomposition over time has caused instability, which together with slips and washouts due to the natural terrain, leads to what has been described as an unquantifiable risk and significant safety concern, as well as attracting high repair and maintenance costs.

A strategic business case has been completed in collaboration with Waka Kotahi NZTA. The following are some of the key findings from that study:

- Karamea Highway is the only road access north of Mokihinui and services a population of approximately 700 people
- There is no commercial access to the region by sea and the airport at Karamea is limited to small charter flights with a maximum of 12 seats
- Approximately 252 vehicles use the highway daily, of which, approximately 60 people from Karamea Township stated that they commute in or out using Karamea Highway daily
- The Karamea Highway provides access to the Heaphy Track and Oparara Arches which are major tourist attractions for this area
- Costs of emergency works are highly variable and unpredictable
- Locations requiring emergency works in the past have been around the Karamea Bluff section, with little correlation between slips, slumps and locations of corduroy pavement
- The route from Little Wanganui to the Heaphy Track access is reasonably stable

For this LTP, the Karamea Highway will remain at 100% Waka Kotahi NZTA funding under SPR designation as resolved by their Board for the 2024-2027 triennial Regional Land Transport Plan (RLTP). Whilst a draft SPR transition plan remains to be considered beyond 2027, no agreement has been reached between Waka Kotahi NZTA and Council for the Karamea Highway changing to local road status, nor has there been Council acceptance of responsibility and funding following any

such transition. Therefore, while the forward work programme and financial assessment have been mindful of a potential change beyond 30 June 2027, no final decision has been made by Council.

7.4.4 Low Cost Low Risk

Low cost, low risk improvements proposed are:

- Karamea Highway improving corners and resilience improvements – increasing and installing additional culverts
- Omau Road intersection upgrade (commitment from 2021-2024 LTP)
- Charleston, Reefton and Carters Beach - new footpaths and improvements to existing footpaths
- Westport Township enhancements
- Okari Road resilience works

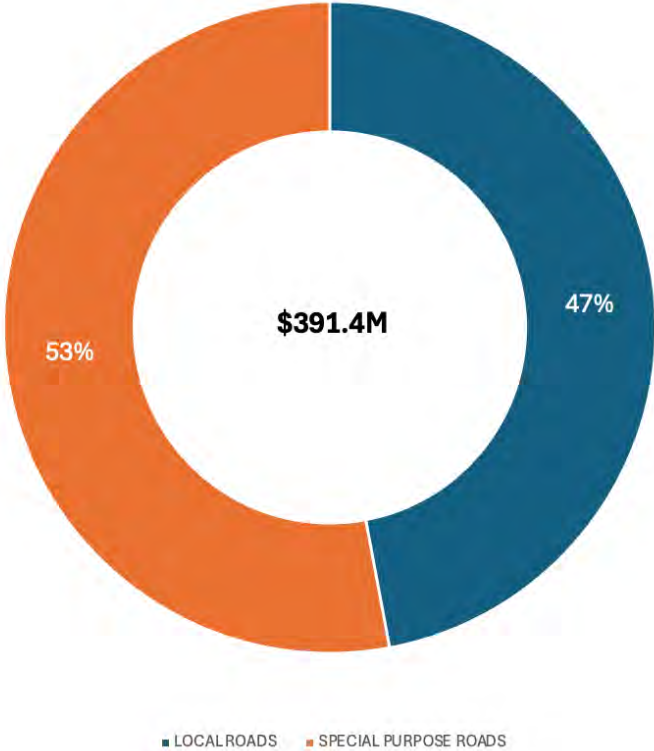
7.4.5 Problems and opportunities

This information was used to identify problems and opportunities, and shape the transport investment objectives for 2024-2027; these are:

- Reducing asset failure risk, as assets are maintained and renewed appropriately
- Improving network resilience
- Increasing freight task optimisation through appropriate network investment
- Visitors continue to travel widely and are more dispersed, as more attractions are accessible having appropriate facilities

7.4.6 Investment Proposal

Transport 30 Year Capital Forecast



These issues and options and significant investment requirements are expanded upon in the table below:

Table 7-10: Transport Proposals

	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Karamea Highway							
Most likely Scenario	Resilient infrastructure		<p>Decision to continue to motivate for the Karamea Highway to remain 100% funded by Waka Kotahi NZTA in perpetuity.</p> <p>Decision processes:</p> <ul style="list-style-type: none"> NZTA negotiations 	<p>The long term status of the Karamea Highway still needs to be determined by NZTA</p> <p>Funding drivers: NZTA funded</p>	<p>Option 1: (Preferred) The Karamea Highway reverts to NZTA State Highway management.</p> <p>Option 2: (Acceptable) The Karamea Highway remains a SPR and NZTA resolve to provide long term funding for the road.</p> <p>Option 3: Council maintains the Karamea Highway with reduced NZTA funding that will see a deterioration in service standard (not preferred)</p>	2025/26-2033/34	\$?
Local Road Renewals							



	Significant linkage	Issue	Key Decision	Description	Options	Preferred Option Timing	Preferred Option Estimated Cost
Most likely Scenario	Resilient infrastructure Ageing Infrastructure		Decision to invest renewal of local roads	The scope of this programme of work includes sealed road resurfacing, drainage renewals, footpath renewals, pavement rehabilitation, etc. in order to maintain service standards Funding drivers: Renewal and ILOS (99% Renewals)	Option 1: (Preferred) Fund and implement works based on BDC AMP and funding assessment.	2025/26-2033/34	\$47.5M
			Decision process: 2025 LTP/NZTA funding process		Option 2: Reduced funding based on NZTA's funding allocation, this may lead to reduced service standards and risks.	11-30 Year	\$98.1M

8 FINANCIAL ESTIMATES

The Local Government Act 2002 Section 101B – Infrastructure Strategy states:

(4) The infrastructure strategy must outline the most likely scenario for the management of the local authority’s infrastructure assets over the period of the strategy and, in that context, must—

“(a) show indicative estimates of the projected capital and operating expenditure associated with the management of those assets—

“(i) in each of the first 10 years covered by the strategy; and

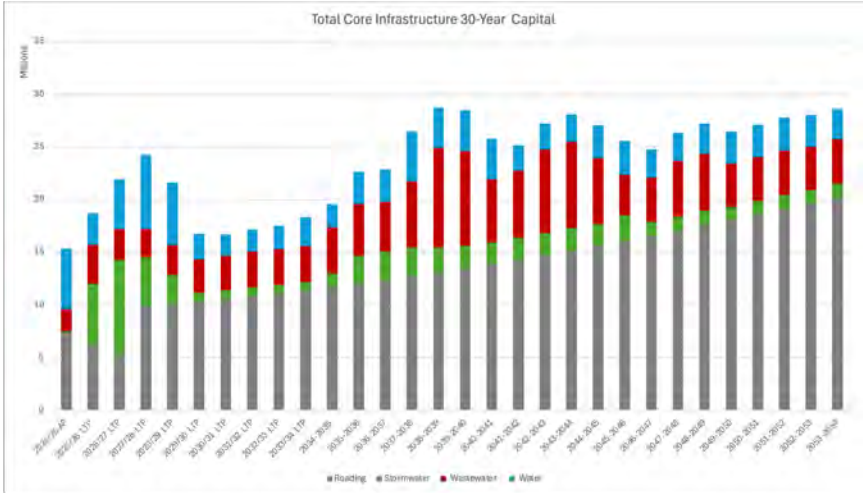
“(ii) in each subsequent period of 5 years covered by the strategy

The key message for this LTP is that for the next three years, infrastructure expenditure is not driving significant rates increases, these are detailed in the LTP. There never has been a better time to be undertaking the essential work in the land transport sector than now as only **XXX%** ratepayer contribution is required for the work programmed in the Land Transport Programme Business Case.

A keynote to stem out of this round of LTP is that due to the affordability constraints Three Waters carries a high-risk profile until deferred LOS has been completed and the non-compliant Northern Buller drinking water supplies have been upgraded. Infrastructure Services has made aspirational provisions to enable the WMMP objectives to be met.

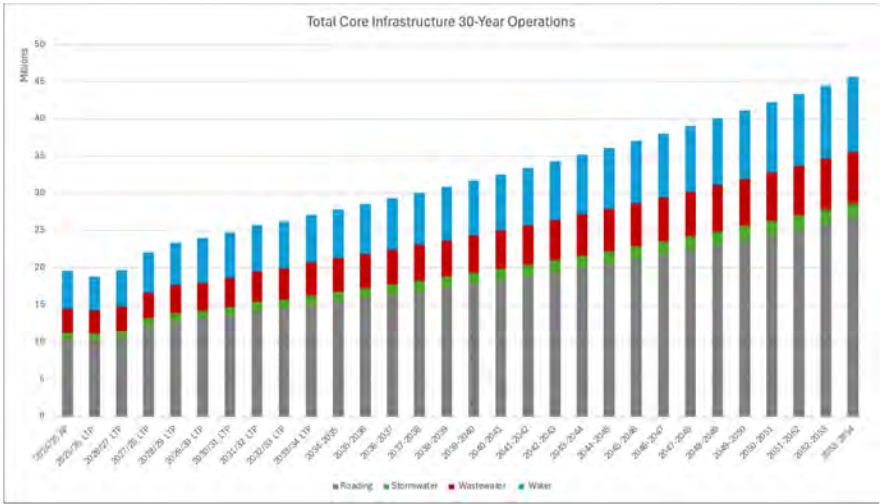
8.1 Financial Expenditure Estimates Overview

Core infrastructure key projects have been identified for the 2025 9-Year Long Term Plan (LTP), with an estimated expenditure of \$154.06 million over the next 9 years (or \$169.4M over 10 years including 2024/25 AP). The total capital and operational expenditure across all activity groups for the 30-year period 2024 – 2054 for Transport and Three Waters (Drinking Water Supplies, Wastewater and Stormwater) is outlined in the figures below:



30-Year Core Infrastructure Capital Forecast = \$712.53M

Figure 8-1: 30 Year Core Infrastructure Capital Forecast



30-Year Core Infrastructure Operations Forecast = \$953.41M

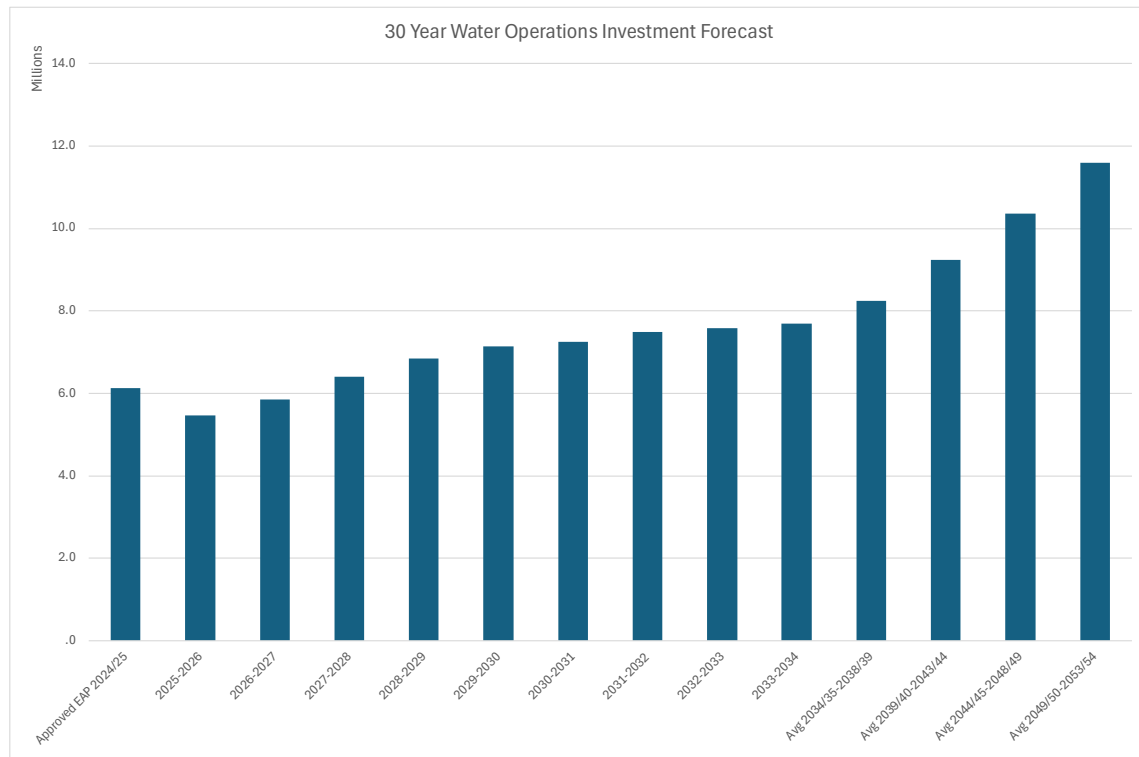
Figure 8-2: 30 Year Core Infrastructure Operations Forecast

The 30-Year Infrastructure Strategy is to be adopted as part of Council's 2025 (9-Year) Long-Term Plan and needs to be considered in context and in conjunction with other Council policies and processes including the Financial Strategy and Asset Management Plans.

8.2 Drinking Water Supplies

8.2.1 Drinking Water Supplies Operation and Maintenance Expenditure Estimates

The projected operation and maintenance expenditure for water supplies is expected to be about **\$220.94M** for the District. It includes direct costs relating to the physical operating and maintenance of the networks, and indirect costs such as interest on loans and depreciation. The costs have been adjusted to reflect anticipated increases or decreases in maintenance activities resulting from asset additions or renewals.



30 Year Water Operations Forecast = \$220.94M

Figure 8-3: Projected Drinking Water Operation and Maintenance Expenditure-Inflated



8.2.2 Drinking Water Supplies Capital Expenditure Estimates

The total projected capital expenditure for Drinking Water Supplies is expected to be about \$100.08M for the District. The major expenditure in the planning period is largely renewals and level of service.

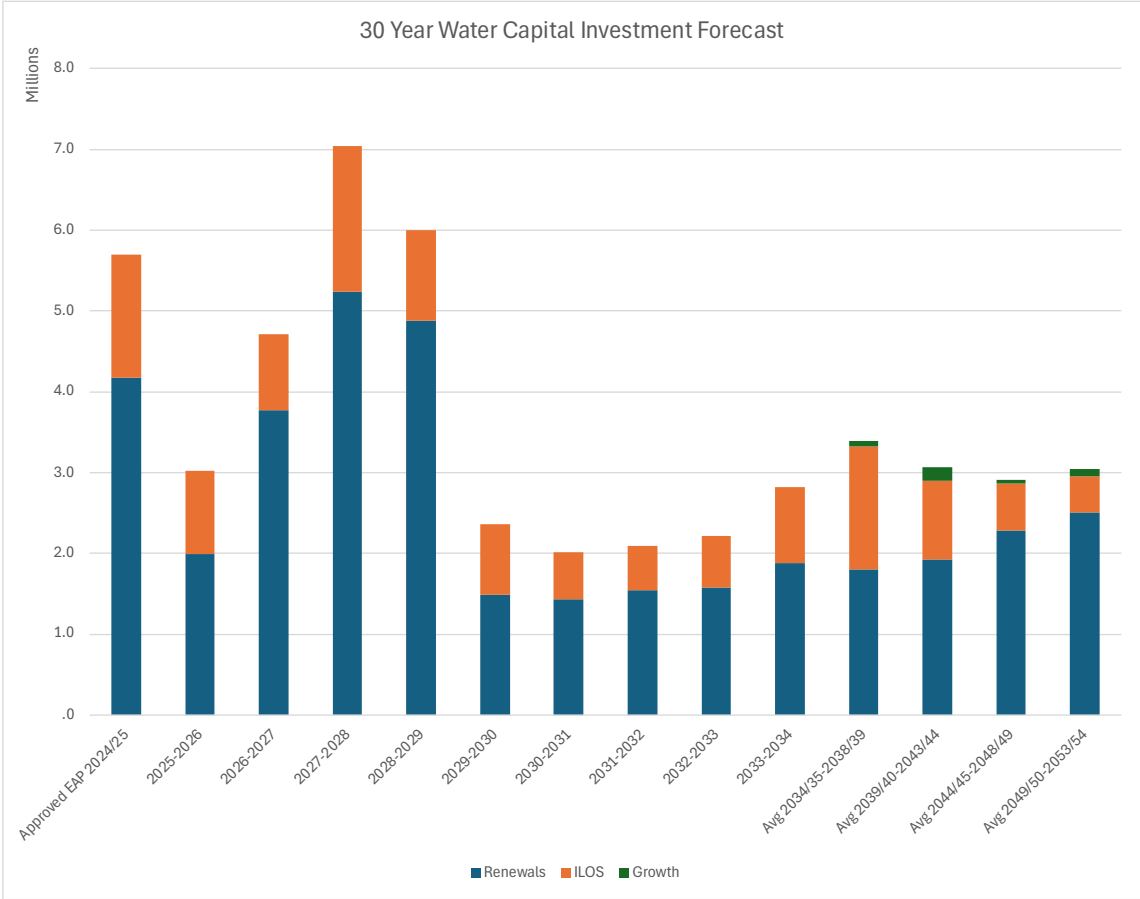


Figure 8-4: Projected Drinking Water Supplies Capital Expenditure-Inflated

8.3 Wastewater

8.3.1 Wastewater Operation and Maintenance Expenditure Estimates

The projected operation and maintenance expenditure for Wastewater is expected to be about **\$150.20M** for the District. It includes direct costs relating to the physical operating and maintenance of the networks, and indirect costs such as interest on loans and depreciation. The costs have been adjusted to reflect anticipated increases or decreases in maintenance activities resulting from asset additions or renewals.



30 Year Wastewater Operations Forecast = \$150.20M

Figure 8-5: Projected Wastewater Operation and Maintenance Expenditure-Inflated



8.3.2 Wastewater Capital Expenditure Estimates

The total projected capital expenditure for Wastewater is expected to be about \$143.62M for the District. The major expenditure in the planning period is largely renewals and level of service.

Each year also includes programmed pipeline and pump station renewals. Pipeline renewals are based firstly on CCTV inspection and secondly on the expired lives of the pipelines. The existing backlog of renewals is proposed to be adjusted in the current planning period. It is expected that as the renewals progress over this period, levels of infiltration will progressively reduce and result in lower volumes of peak flow effluent needing treatment.

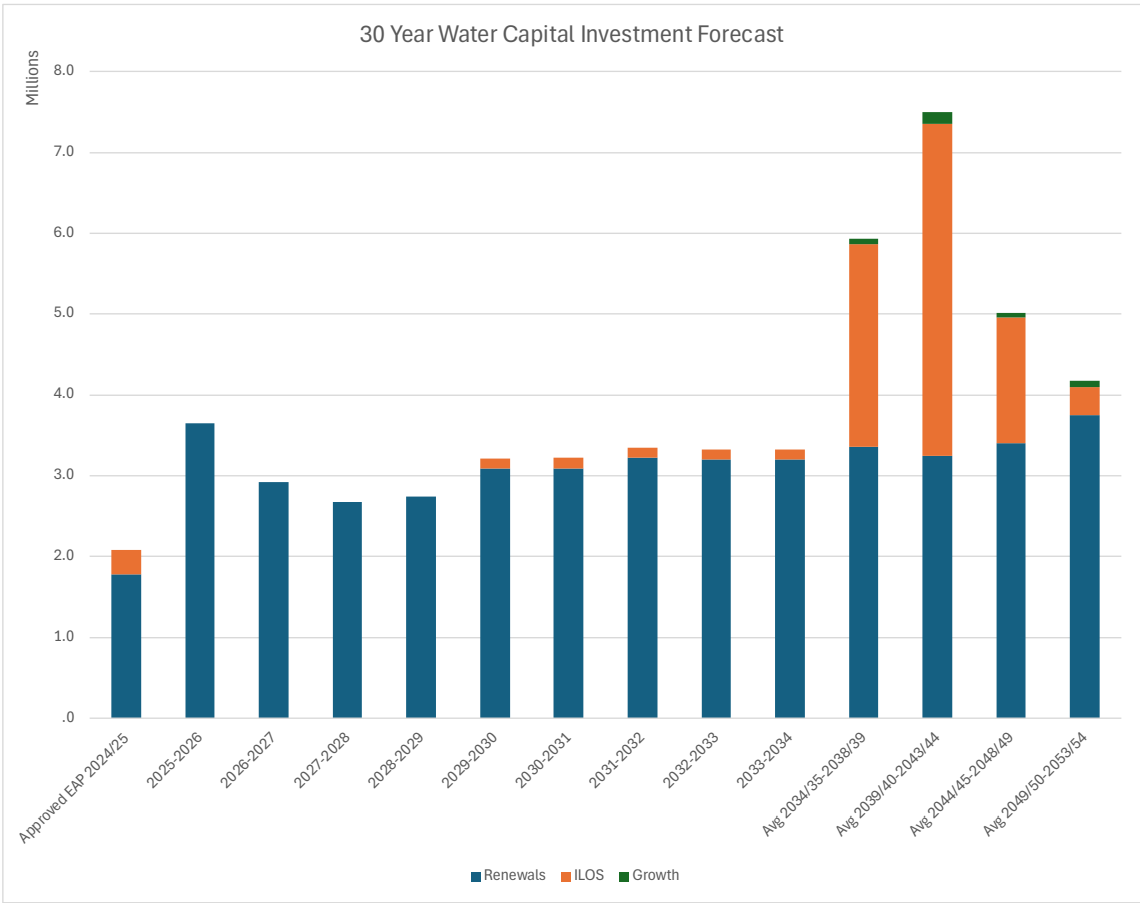


Figure 8-6: Projected Wastewater Capital Expenditure-Inflated

8.4 Stormwater

8.4.1 Stormwater Operation and Maintenance Expenditure Estimates

The projected operation and maintenance expenditure for Stormwater is expected to be about **\$44.14M** for the District. It includes direct costs relating to the physical operating and maintenance of the networks, and indirect costs such as interest on loans and depreciation. The costs have been adjusted to reflect anticipated increases or decreases in maintenance activities resulting from asset additions or renewals.



30 Year Stormwater Operations Forecast = \$44.14M

Figure 8-7: Projected Stormwater Operation and Maintenance Expenditure

8.4.2 Stormwater Capital Expenditure Estimates

The total projected capital expenditure for Stormwater is expected to be about **\$63.59M** for the District. The major expenditure in the planning period is largely ILOS for Crown Funded Westport Stormwater Resilience (yet to be approved) and renewals across the District.

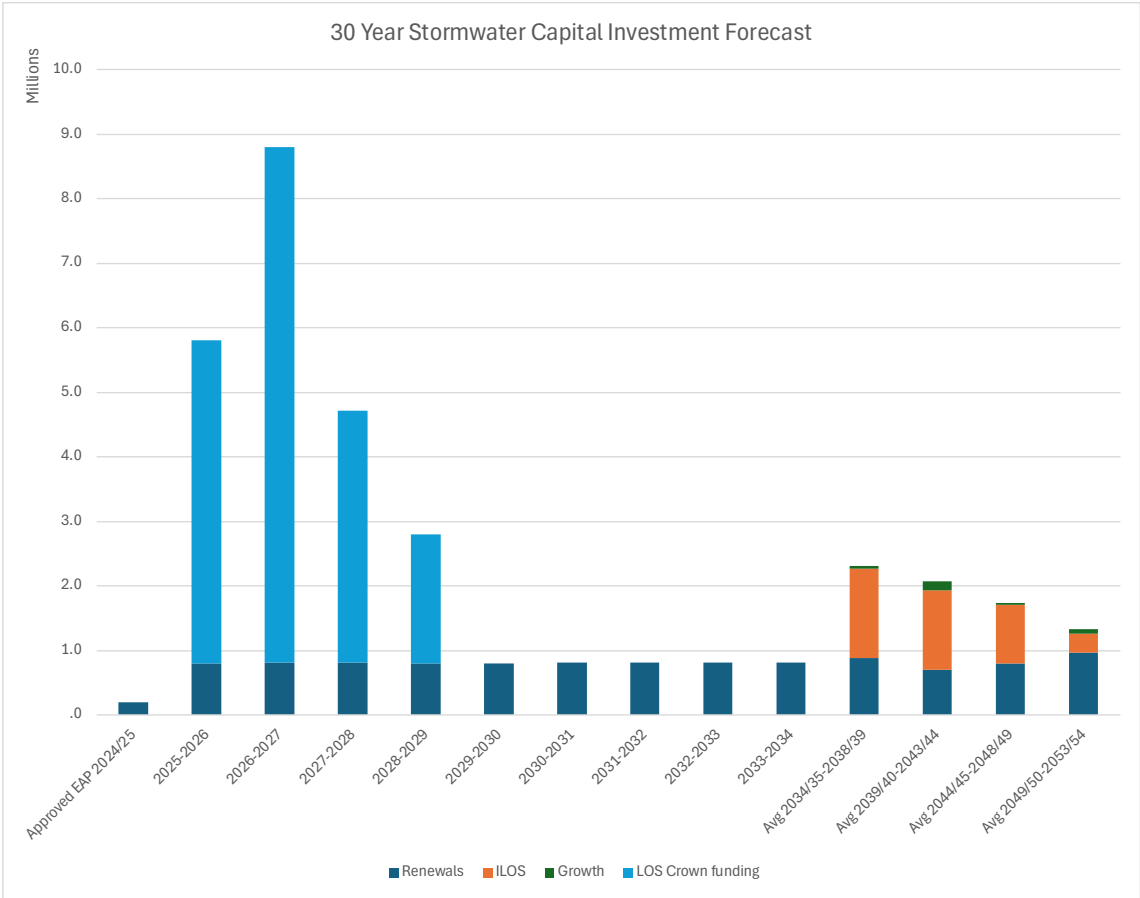


Figure 8-8: Projected Stormwater Capital Expenditure-Inflated

8.5 Transport

8.5.1 Transport Operation and Maintenance Expenditure Estimates

The projected operation and maintenance expenditure for Transport is expected to be about **\$538.14M** for the District. The largest portion of projected operation and maintenance costs for land transport relates to traffic services such as street light maintenance and electricity and road corridor maintenance like vegetation control, minor slip repairs and roadside mowing.

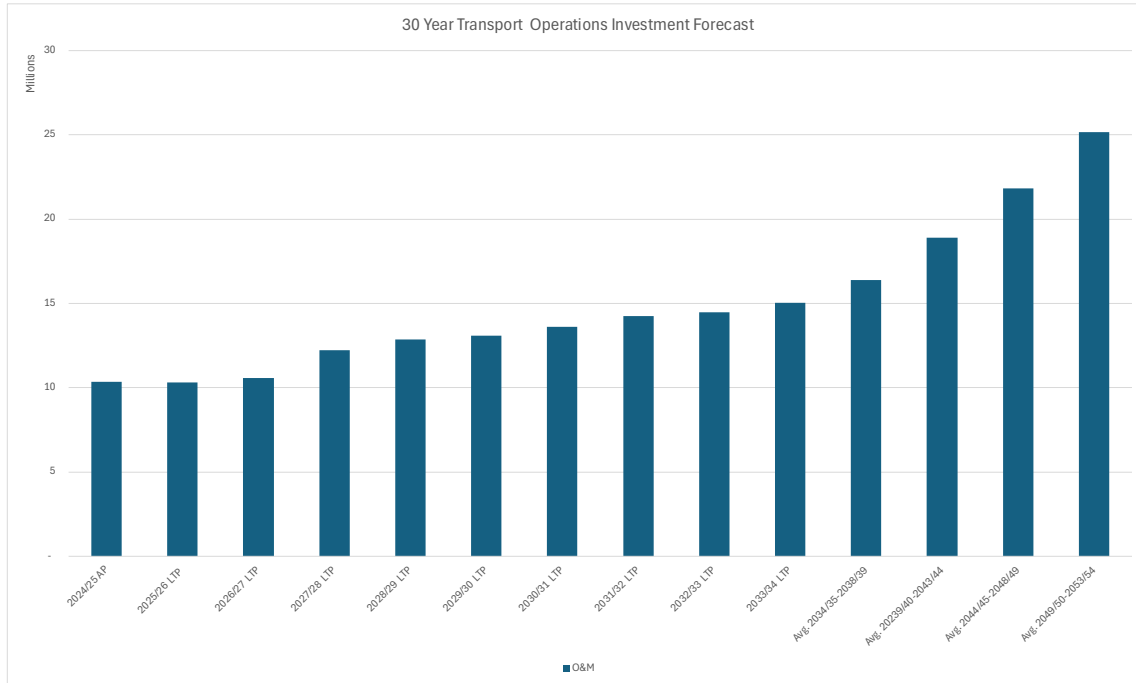


Figure 8-9: Projected Transport Operation and Maintenance Expenditure



8.5.2 Transport Capital Expenditure Estimates

The total projected capital expenditure for Transport is expected to be about \$405.02M for the District. Most of the projected capital expenditure will be spent on resealing road surfaces and rehabilitation of existing roads.

The extent of the work needed on the network’s bridges is understood and recommendations were made on the replacement, repair and inspections required. There is an allowance for bridge renewals and continued inspections and repairs of bridges in Years 2024 to 2027.

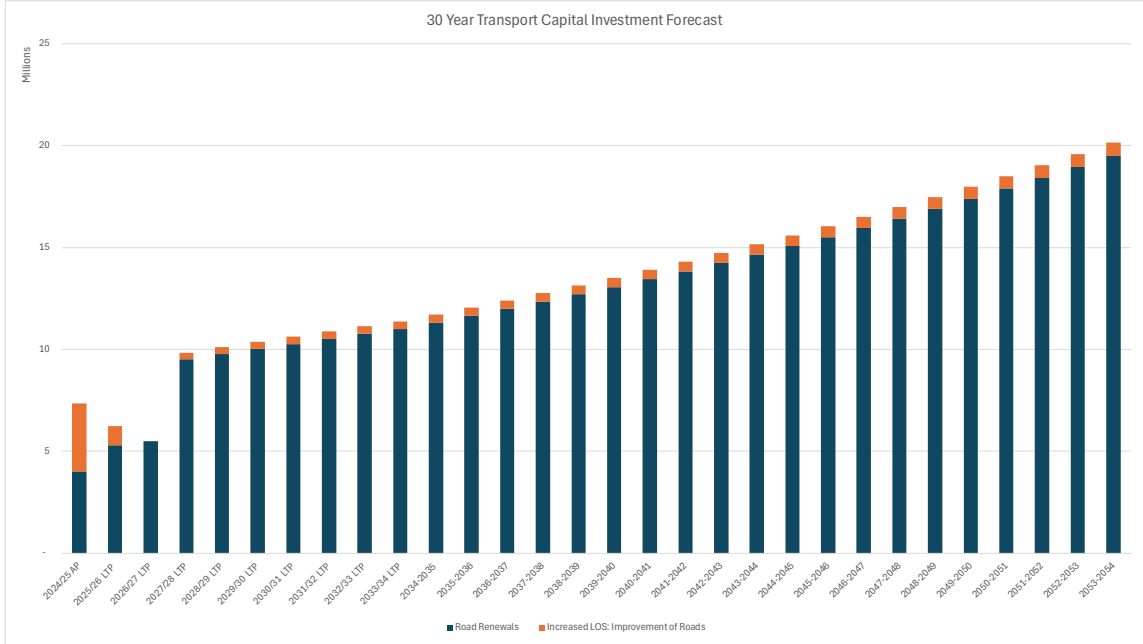
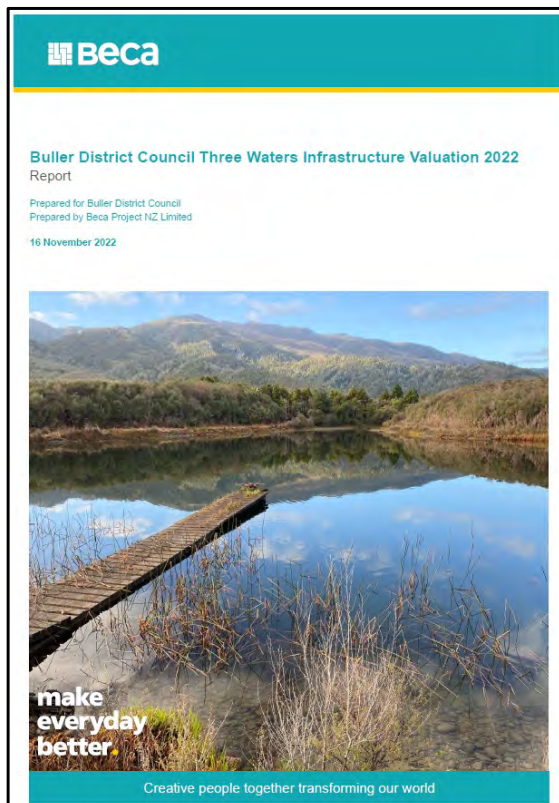


Figure 8-10: Projected Transport Capital Expenditure

APPENDIX A: THREE WATERS INFRASTRUCTURE ASSET VALUATION

EXTRACTS FROM 30 JUNE 2022 VALUATION REPORTS



15 Data Confidence

BDC provided AssetFinda summary and detailed reports as fixed asset extracts as at 30th June 2022.

Integrity checks on the 25,319 data rows found that the data has sufficient attributes for a basic valuation with some inconsistencies noted, with much of these corrected iteratively over the course of the valuation.

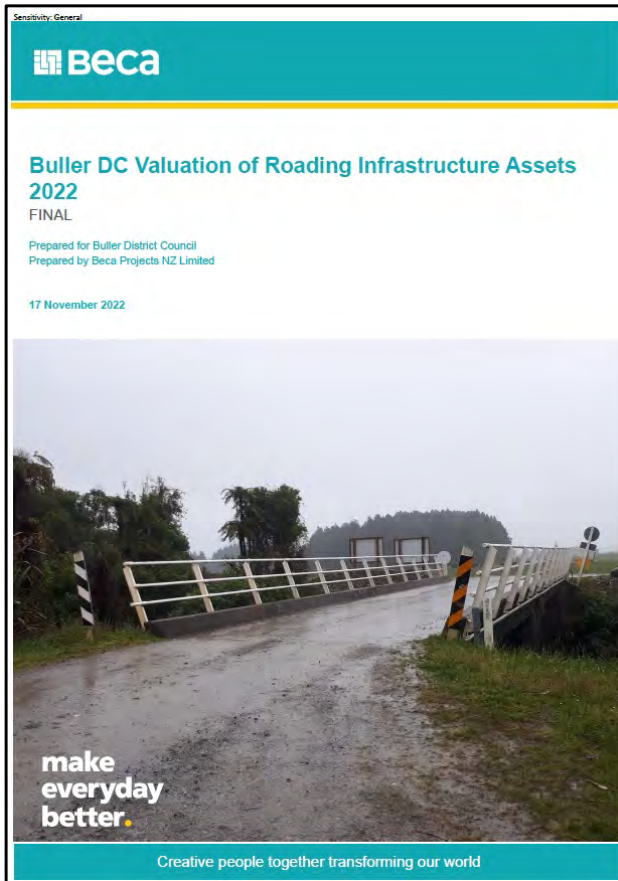
In accordance with the confidence level table, we have assigned the data a confidence level of B* (< ±5%)

Confidence Level	Description	Accuracy
A	Highly Reliable and Accurate	100%
B	Reliable with Minor Inaccuracies	+ - 5%
C	50% estimated	+ - 20%
D	Significant data estimated	+ - 30%
E	All data estimated	+ - 40%

The line and point data in AssetFinda are based on standardised unit infrastructure assets with attributes e.g. size, diameter, length, ownership, and material. Plant assets are bespoke unit assets that have optional unit costs applied to account for the varying sizes and types e.g. reservoirs and treatment assets.

AssetFinda reports include community, attributes, status, current cost, book values, and annual depreciation. They additionally provide accumulated depreciation and monthly depreciation values.

Current cost, book values, and annual depreciation values compared favourably with Beca assessed values using the same valuation parameters such as age, adjusted base life, adjusted remaining life as AssetFinda.



4.2 Asset Data

4.2.1 Asset Information Source

All assets located on roads maintained by BDC have been included in this valuation.

Road infrastructure data for the assets was provided by BDC from their database. An evaluation of the level of confidence in the data for each asset type is provided in Section 6. Where data is incomplete Beca have made assumptions, which are detailed in Section 5 dealing with each asset class and component.

4.2.2 Data Confidence

Asset inventory data was sourced from provided spreadsheets, which were compiled by BDC for the purposes of this valuation.

All data used in this roding valuation has been reviewed by Beca staff to determine that the quality and consistency of the data is acceptable for the valuation process. Table 4.2 shows the confidence we have in the data supplied for this valuation. This is based on the data confidence grading system in table 4.2.7.2 of the International Infrastructure Maintenance Manual (IIMM) 2020. This is shown in table 4.1.

In addition, a field audit of assets has been incorporated into this grading. More detailed comments from the field audit are presented in section 4.3.

30 Year Infrastructure Strategy

Table 4.1 Data Confidence Grading System

Confidence Grade	General Meaning
A Very High	Highly Reliable <2% uncertainty Data based on sound records, procedure, investigations and analysis which is properly documented and recognised as the best method of assessment
B High	Reliable ± 2-10% uncertainty Data based on sound records, procedure, investigations and analysis which is properly documented but has minor short comings; for example, the data is old, some documentation is missing, and reliance is placed on unconfirmed reports of some extrapolation
C Medium	Reasonably Reliable ± 10-25% uncertainty Data based on sound records, procedure, investigations and analysis which is properly documented but has shortcomings for example the data is old, some documentation is missing and reliance is placed on unconfirmed reports or significant extrapolation
D Low	Uncertain ± 25-50% uncertainty Data based on uncertain records, procedures, investigations, and analysis which is incomplete or unsupported, or extrapolation from a limited sample for which grade A or B is available.
E Very Low	Very Uncertain >50% uncertainty Data based on unconfirmed verbal reports and/or cursory inspection and analysis

Table 4.2 Data Confidence Assessment

Asset / Component	Confidence	Reason and Notes
Bridge and Major Culverts	A	Good data for bridge records.
Drainage	A	Data generally complete for drainage assets.
Footpaths	B	Data generally complete for footpaths assets, with some minor short comings including missing length/width etc.
Pavement Base	C	Assumed depths and pavement ages.
Pavement Formation	B	Data generally complete for formation records, but some assets with provided area are missing start/end, lengths and widths.
Pavement Surface	A	Generally good data for pavement surface records, but some assets with provided area are missing start/end, lengths and widths.
Retaining Walls	D	Data largely incomplete with dimensions assumed for records provided. Only two assets in the inventory register which is expected to be incomplete.
Street Lights	C	Data generally populated; however many records have an assumed install date. Only one date used across Pole, Bracket and Light.



Buller DC Valuation of Roading Infrastructure Assets 2022 | 7445849-253873475-918 | 17/11/2022 | 9

Asset / Component	Confidence	Reason and Notes
Surface Water Channels	B	Data mostly complete for surface water channel assets, with some minor short comings including missing start/end displacements.
Traffic Facilities	D	Data has some short comings. Expected duplication and omissions in the data. Many traffic facility assets missing installation dates and an assumed age used.

APPENDIX B: MAJOR PROJECTS DELIVERY MODEL

INFRASTRUCTURE SERVICES GUIDELINE

TITLE:	Major Project Delivery Model		
PORTFOLIO:	ALL		
FUNCTION:	ALL	DATE:	Jan 2024
COORDINATOR:	ALL	DOCUMENT ID:	G01
PREPARED BY:	M.Duff	REVISION/VERSION:	0/6
MANAGER:	N/A	GROUP MANAGER:	M.Duff
CIRCULATION:	Infrastructure Services		

Context

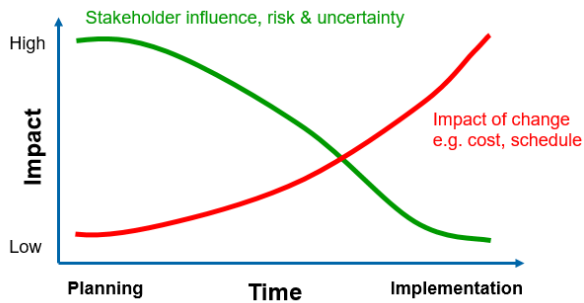
Major projects are identified in terms of significance, complexity, expenditure, community benefit and risk to Council.

Development of a delivery model which supports a full lifecycle approach to major projects is imperative to exercise due diligence and ensure no surprises.

This requires proper preparation and planning, including front-end loading study phases (concept, selection and feasibility) to influence successful outcomes for stakeholders.

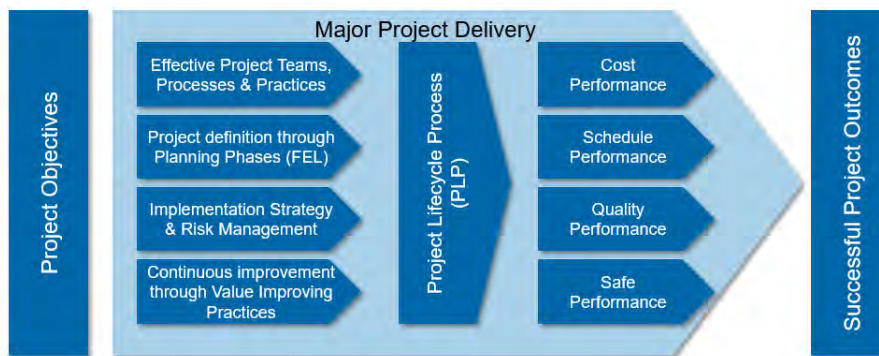
Doing this “homework” to a sufficient level, and early in the project lifecycle will:

- Drive more efficient implementation
- Maximise benefits and opportunities
- Reduce impact of change
- Manage risk



Purpose

The purpose of this guideline is to provide Infrastructure Services with a consistent model for the delivery of major projects across all portfolios.



Risk Management

Risk is the effect of uncertainty on achieving objectives. Risk Management is the identification, assessment and prioritisation of risk factors. The typical process involves:

- Define the objective
- Identify the threats
- Assess the risk
- Control the risk
- Monitor the process

Strategies, methods and tools including risk workshops, risk registers, risk matrix and hierarchy of controls can then be applied to manage risk.

		Risk Assessment Matrix				
Consequence	Catastrophic (5)	5	10	15	20	25
	Major (4)	4	8	12	16	20
	Moderate (3)	3	6	9	12	15
	Minor (2)	2	4	6	8	10
	Insignificant (1)	1	2	3	4	5
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost certain (5)
		Likelihood				

The key risk factors for major projects can generally be categorised as follows:

- Planning Risks
 - Statutory, Environmental, Public Consultation, Site Establishment, Variations, Legal Compliance, Consents & Licences, Time & Cost Overruns
- Design Risks
 - Information Quality, Redesign, Performance, Variations, Resources, Flexibility, Design Standards, Inflation, Time & Cost Overruns
- Construction Risks
 - Site Conditions, Weather Conditions, Site Access, Public Protest, Labour Resources, Material Resources, Commissioning, Cost Control, Construction Methods, Workmanship, Related Facilities/Services, Variations, Extensions of Time, Interfaces, Contractor Works, Site Health & Safety, Utilities, Industrial Action, Interruptions, Inflation, Existing Liabilities, Time & Cost Overruns, Force Majeure
- Operating Risk
 - Latent Defects, Service Availability, Service Performance, Estimation Errors, Materials, Utilities, Resource Plans, Industrial Action, Residual Equipment, Variations, Environmental Compliance, Third Party Claims, Cost Control, Future Proof, Maintenance, Health & Safety, Design Deficiencies, Infrastructure Damage (Insurable & Uninsurable), Inflation, Subcontractor Performance, Force Majeure
- Financial Risk
 - Affordability, Interest Rates (pre/post Financial Close), FOREX (if applicable), Taxation, Residual Value, Insurance Scope & Cost, Patronage, Cost Changes
- Legislative Risk
 - Law Changes, Voluntary Termination, Contractor Default

Refer to the Risk Management Manual for detailed framework and processes.

Best Practice

Major projects require defined processes to help ensure predictable and consistent outcomes. Best practice for project delivery processes is defined by knowledge areas and methodologies contained in:

- PMBoK (Project Management Book of Knowledge, PMI)
- PRINCE2 (Projects IN Controlled Environments 2)

These are global standards applied for managing risk and ensuring successful project outcomes for stakeholders.

The following extracts summarise key references and elements incorporated in developing the Major Project Delivery Model:

Project Knowledge Areas

- Reference – PMBoK, www.pmi.org/pmbok-guide-standards

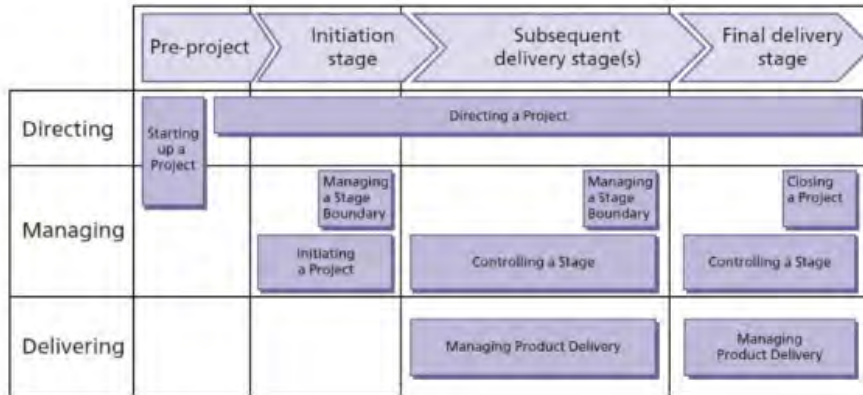
Knowledge Areas	Project Management Process Groups				
	Initiating Process Group	Planning Process Group	Executing Process Group	Monitoring and Controlling Process Group	Closing Process Group
4. Project Integration Management	4.1 Develop Project Charter	4.2 Develop Project Management Plan	4.3 Direct and Manage Project Work	4.4 Monitor and Control Project Work 4.5 Perform Integrated Change Control	4.6 Close Project or Phase
5. Project Scope Management		5.1 Plan Scope Management 5.2 Collect Requirements 5.3 Define Scope 5.4 Create WBS		5.5 Validate Scope 5.6 Control Scope	
6. Project Time Management		6.1 Plan Schedule Management 6.2 Define Activities 6.3 Sequence Activities 6.4 Estimate Activity Resources 6.5 Estimate Activity Durations 6.6 Develop Schedule		6.7 Control Schedule	
7. Project Cost Management		7.1 Plan Cost Management 7.2 Estimate Costs 7.3 Determine Budget		7.4 Control Costs	
8. Project Quality Management		8.1 Plan Quality Management	8.2 Perform Quality Assurance	8.3 Control Quality	
9. Project Human Resource Management		9.1 Plan Human Resource Management	9.2 Acquire Project Team 9.3 Develop Project Team 9.4 Manage Project Team		
10. Project Communications Management		10.1 Plan Communications Management	10.2 Manage Communications	10.3 Control Communications	
11. Project Risk Management		11.1 Plan Risk Management 11.2 Identify Risks 11.3 Perform Qualitative Risk Analysis 11.4 Perform Quantitative Risk Analysis 11.5 Plan Risk Responses		11.6 Control Risks	
12. Project Procurement Management		12.1 Plan Procurement Management	12.2 Conduct Procurements	12.3 Control Procurements	12.4 Close Procurements
13. Project Stakeholder Management	13.1 Identify Stakeholders	13.2 Plan Stakeholder Management	13.3 Manage Stakeholder Engagement	13.4 Control Stakeholder Engagement	

Table 3-1. Project Management Process Group and Knowledge Area Mapping

A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – Fifth Edition. ©2013 Project Management Institute, Inc. All rights reserved.

Project Methodology

- Reference – PRINCE2, www.prince2.com/nzd/what-is-prince2



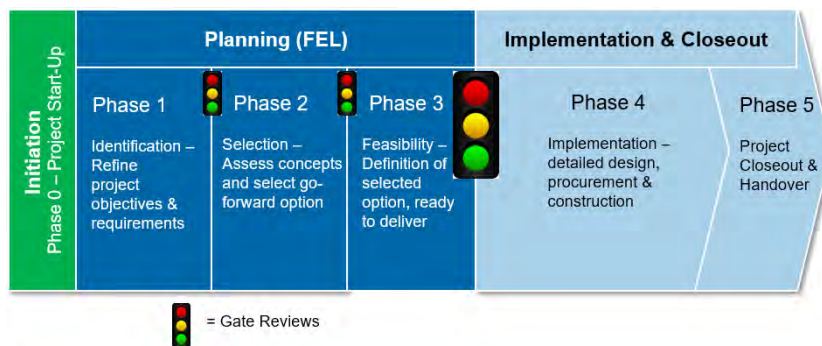
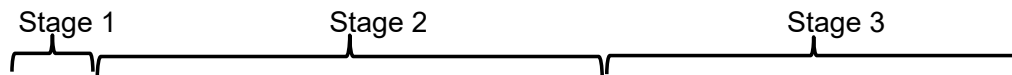
Further Reading

- KPMG – Portfolio, Programme and Project Management (P3M) Capabilities in Government – Increasing Success Rates and Reducing Costs - March 2011 – 10. Appendix A – P3M Practices
- www.treasury.govt.nz/publications/informationreleases/p3m/p3m-kpmg-mar12.pdf

Infrastructure Services Model

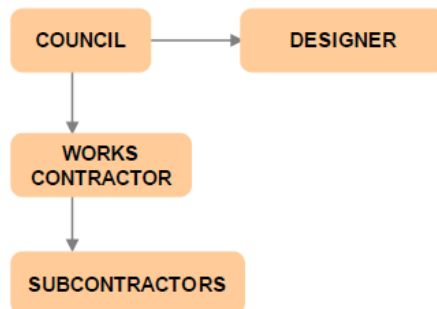
The Infrastructure Services Model consolidates the knowledge areas of PMBoK and the methodology of PRINCE2 to provide a full project lifecycle process organised into three distinct stages, with intermediate gate approvals to ensure readiness to proceed to the next phase:

- Stage 1 – Initiation (Project Start-Up)
- Stage 2 – Planning (Identification, Selection, Feasibility)
- Stage 3 – Implementation (Design, Procurement, Construction) & Closeout

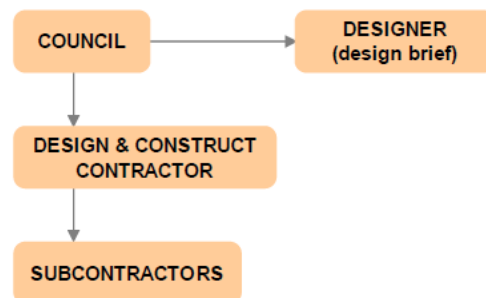


Implementation Strategies

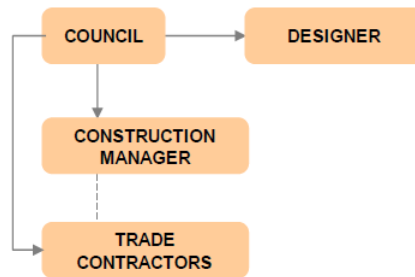
- Construct Only:
 - Council directly engages the Designer and the Works Contractor under separate contracts
 - In the contract between Council and the Works Contractor, Council is responsible for the design
 - The Works Contractor is paid a lump sum, subject to adjustments permitted under the contract



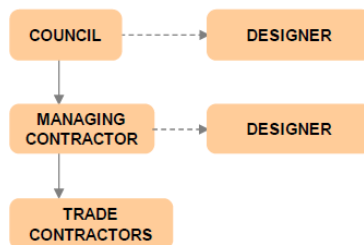
- Design & Construct:
 - Council prepares a detailed design brief
 - Council engages one party for both the design and construction of the project under a single contract
 - Contractor is primarily responsible for the design and construction risks



- Construction Management:
 - Council engages the Designer and Construction Manager separately
 - Construction Manager engages Trade Contractors as an agent of Council
 - Council retains overall project delivery risk
 - Construction Manager provides project management services, but bears no delivery risk



- Managing Contractor:
 - Council engages a Managing Contractor who enters into contracts directly with the Trade Contractors
 - High level of Managing Contractor responsibility with performance based incentives for achieving cost and schedule benefits
 - Managing Contractor shares some of the project risks with Council



- Advanced Procurement Strategies:
 - EPC (Engineering, Procurement, Construction) – suits complex asset projects
 - Alliance (Target Out-turn Cost) – high collaboration, shared risk/reward
 - Early Contractor Involvement – two-phase alliance/design & construct model

Procurement Processes

Council is responsible for acquiring or procuring goods, services and works for the benefit of the community we serve. An effective and transparent procurement process that achieves value for money is in the interest of all project stakeholders.

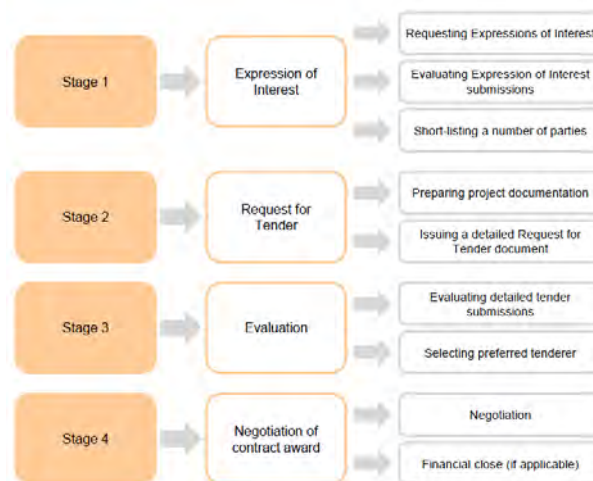
The process must comply with the procurement framework for local government. This framework imposes a number of controls within which Council's own Procurement Policy are undertaken, in addition to:

- Legislation
- Regulations
- Best practice

These controls are designed to ensure that the process is carried out in accordance with probity principles, and in a competitive environment conducive to Council achieving best value and certainty in the award of public contracts for major project works.

The key objectives when developing an effective staged procurement process include:

- Structured to facilitate competitive tendering
- Transparent in order to withstand public and private scrutiny
- Clearly defined with specified timeframes
- Developed planning to increase certainty and value for money
- Effectively manage risks
- Compliant with statutory requirements
- In accordance with best practice and probity principles
- Appointment to the tenderer most capable of delivering the works and/or services
- Produce a binding contract serving Council's best interests



Refer to the Procurement Policy (and Procurement Strategy where applicable) for detailed framework and processes.

Project Governance Model

Refer to the following typical governance model applied to major projects:



30 Year Infrastructure Strategy





9 Year Three Waters AMP (Draft)

2025 – 2033

Quality Record Sheet

Document Approved by	Group Manager Infrastructure Services		
Document Information	Activity	Three Waters	
	Version	2	
	Release State	Draft	
	Contribution	David James – Waugh Infrastructure Management	
		Martin Dobson – Coordinator Asset Information	
		Brent Oldham – Manager Infrastructure Planning	
	Reviewed Internally By	Anthony Blom – Group Manager Infrastructure Services	
	Reviewed Externally By		
Revision History	Version	Date	Amendments
	1	December 2024	Working Draft
	2	February 2024	Review Draft









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	<i>Appendix D – Assumptions(TBC)</i>

1 Introduction

1.1 District Overview

The Buller District Council is the territorial authority for the northern West Coast. Stretching from Punakaiki in the south to Karamea in the north, and inland as far as Springs Junction. Our district is unbeatable in its diversity; our 8,574 square kilometers boasts two national parks, one forest park, and two heritage areas, all offering the opportunity to experience peace and tranquility or excitement and adventure.

	Area	8,574km ²
	Population	9,010 (2023)
	Residential Properties	4,437 (2021)
	Residential water connections	3306
	Non-residential connections	544
	Greenhouse Emission Targets (tonnes)	NA*

Available property connections as at 30 June 2023
No targets established for Green House Emission

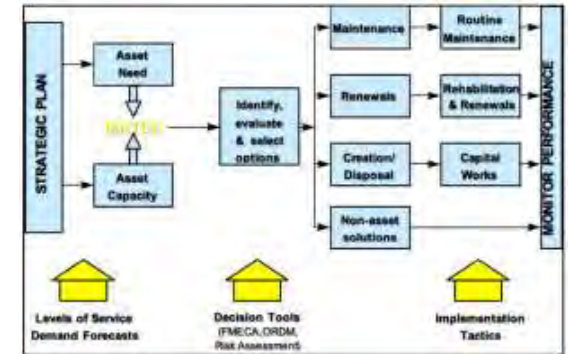


1.2 Scope and Purpose of this AMP

The scope of this Asset Management Plan covers the BDC Three Waters activities i.e. Water, Wastewater and Stormwater.

The purpose of an Asset Management Plan (AMP) is to ensure that the creation, operation, maintenance, rehabilitation and replacement of assets is managed in the most cost-effective manner and provides the appropriate level of service to meet the needs of present and future consumers.

The AMP is also developed to clearly state the direction and approach that Council intends to follow to achieve the Council's strategic goals and statutory responsibilities.



This Plan covers a 9 Year period 2025-2034. See Section 2 for more information.

1.3 Key Asset Facts and Figures

The Three Waters Assets represent significant community investment over time. The chart below summarises the 2024 asset valuation:



Source: 3 Waters 2024 Valuation (30th June)

1.4 Investment Forecast Summary

The chart below summarises the Draft Three Waters 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

2 Strategic Context

2.1 AMP Timeframe

In February 2024 the Government introduced the ‘Local Water Done Well’ Three Waters reform legislation. They also provided Councils with the option to defer the 2024 LTP and undertake a reduced 9-year long-term plan from June 2025 - June 2034 and an Enhanced Annual Plan for the 2024/2025 financial year.

Council voted unanimously to defer the adoption of the 2024-34 LTP.

Therefore, this AMP has been prepared in this context and covers a nine year period 2025-2034.


The AMP draws on a wide range of information, including:

- Legislation and policies
- Asset data information
- Performance information
- Future trends
- Risk information

2.2 Strategic Linkages

Relationship with Other Plans:
The AMP relates to the 2025/2034 nine year LTP and the 30 Year Infrastructure Strategy and other key Council plans, documents and policies.

This AMP is intended to be read in conjunction with the documents mentioned above and fulfils requirements of the Local Government Act 2002 (and amendments), Schedule 10.



2.3 Key Legislation

The AMP is prepared within a changing legislative framework including the following key pieces of legislation:

- Local Government Act 2002 (and amendments), Schedule 10.
- Water Services Acts Repeal Act 2024
- Local Government Services Bill
- Water Services Act 2021
- Water Services Regulator Act 2020
- Resource Management Act 1991

Local Water Done Well
In particular BDC will continue to monitor and respond to the evolving Government Water Reform Programme – ‘Local Water Done Well’. LWDW legislation requires councils to develop a Water Services Delivery Plan (WSDP) by September 2025 that must outline how water services will be managed, meet new regulatory standards, and be financially sustainable.

At the time of preparing this AMP BDC is in the process of preparing its Water Services Delivery Plan. This needs to be submitted to Government in September 2025.

2.4 Community Outcomes

The community outcomes guide the strategic and day to day decision making for the Council. Three Waters supports the following community outcomes:

Water

SOCIAL	✓ By providing safe drinking water to support a healthy community.
	✓ By providing water for sanitary services.
ENVIRONMENT	✓ By maintaining sufficient water for firefighting purposes.
AFFORDABILITY	✓ By conserving water and encouraging others to do the same.
	✓ By meeting commercial and community needs at an affordable cost with equal access to water.

Wastewater

SOCIAL	✓ By providing a sanitary wastewater collection and treatment service.
ENVIRONMENT	✓ By protecting the environment through the treatment of wastewater.
AFFORDABILITY	✓ By meeting commercial wastewater needs and meeting community needs at an affordable cost.

Stormwater

SOCIAL	✓ By providing stormwater systems reduces the risk of death or injury resulting from flooding on private property.
ENVIRONMENT	✓ The adverse environmental effects of stormwater runoff and disposal can be addressed with appropriate management.
AFFORDABILITY	✓ The service is deemed to provide a public benefit, through the protection of property.

3 Key Stakeholders

3.1 Strengthening Partnerships with Mana Whenua

Under the Crown’s obligations arising from Te Tiriti o Waitangi, Te Rūnanga o Ngāti Waewae as mana whenua are always going to be heavily engaged in future direction setting for the West Coast Te Tai Poutini in general, and, specifically, for the Buller District.

For Council a strong and positive relationship with Te Rūnanga Ngāti Waewae is important on every level. Notwithstanding, the relationship with Rūnanga, Council will consult with Ngāti Apa on matters pertaining to the Buller District and that the input of Māori not associated with Ngāti Waewae may from time to time be received for consideration of the Council.

Under Section 81 of the Local Government Act 2002, Council must establish and maintain processes to provide opportunities for Māori to contribute to the decision-making processes of the local authority. Council is also required to look at ways to foster the development of Māori capacity to have input into these processes. The Buller District Council recognises and acknowledges that Ngai Tahu is the tangata whenua of Te Tai Poutini.

The papatipu runanga for the Buller District is Te Rūnanga o Ngāti Waewae. A relationship has been established with Te Runanga O Ngāti Waewae and is continuing to strengthen. Buller Council resolved in May 2021, that one Iwi representative will have voting rights at Buller District Council committee meetings from 1 July 2021 and now holds a portfolio. The addition of voting rights was a logical step to further enhance Council and Iwi partnership. It also further strengthens, develops and extends the Council relationship with Te Rūnanga o Ngāti Waewae especially across Council’s wider cultural, social, economic, environmental and legal interests regarding its district’s obligations.

Three Waters Iwi and Community Engagement

Iwi and community consultation is undertaken for abstraction/discharge consents and all significant projects.

3.2 Key Stakeholders and Customers

Three Waters activities exist to meet the needs and requirements of customers, partners and key stakeholders. The table below identifies the areas of interests, expectations and involvements of these groups.

Customers/Stakeholders	Area of Interest	Involvement/Expectations
Homeowners, businesses, organisations, health and medical facilities, education facilities, community groups, tourists and visitors	Water, wastewater, stormwater usage	These customers realise the benefits provided by the water supply, wastewater and stormwater activities
Iwi-Māori	Te Mana o te Wai Iwi & Hapū cultural heritage	All water to be respected and mauri of water to be protected and enhanced. Mana whenua to be involved in management of water supply, wastewater and stormwater issues
Regional Council	Development, usage and discharge plans	Administers and enforces effective resource management in the region. Applications are processed through Regional Council
Taumatā Arowai/Ministry of Health	Drinking water safety Three Waters service performance	Compliance with drinking water standards and regulations
Audit New Zealand	Compliance and financial regulation	Carries out annual audits of Council on the Auditor-General’s behalf to give ratepayers assurance that Council is appropriately reporting on how they spend public money and on the services they have provided
Other Government agencies, Ratepayers Associations, Environmental groups, Fish and Game	Development, usage and discharge plans	These groups liaise with Council in relation to three waters services. Affected parties to Council’s resource consents.
Other utility providers	Operations, performance and management of works	New Zealand Utilities Advisory Group (NZUAG) requirements for co-ordinating networks
Emergency Management/Civil Defence	Emergency Operations	In the event of a Civil Defence emergency, they provide advice and work alongside emergency services, lifeline utilities and government departments
Elected Members, Committees, CEO, Management and Staff	Performance and management of services	Key internal stakeholders responsible for the management and operation of the Three Waters system
DIA	Three Waters Reform	Key Department for ‘Local Water Done Well’ prog.

4 Three Waters Services Description and Asset Information

4.1 Water Supply

Council protects public health and the environment by supplying water to the District’s population.

Council maintains and operates eight domestic water supplies at: Little Wanganui; Waimangaroa; Westport (incl. Carters Beach); Inangahua Junction; Reefton; Punakaiki; Mokihinui (largely operated and maintained by community); Ngakawau-Hector (largely operated and maintained by community). There is also a stock water supply only at Cape Foulwind. There is also a small supply at South Granity. Following consultation with the community this scheme is not considered to be Council owned.

Water supply assets include:
 163.2 km of pipes
 5 treatment plants
 4 pump stations
 10 water abstraction points – made up of 8 stream/river/creek intakes and 2 wells (bores)
 12 reservoirs
 3 supplies are chlorinated.
 3 supplies have ultraviolet treatment at source
 4 supplies have filtration treatment at source
 1 supply has coagulation treatment at source
 4 supplies have protozoal protection
 No supplies are fluoridated at this stage



4.2 Wastewater

Council protects public health and the environment by providing three wastewater systems that collect, treat and dispose of liquid waste to acceptable environmental standards.

These wastewater systems are located at Little Wanganui, Westport, and Reefton.

Wastewater assets include:
 2 treatment plants
 21 pump stations

Little Wanganui wastewater reticulation has a gravity collection to all the properties within the settlement, which discharges into a central pump station. From there the wastewater is pumped to an Oxidation pond for treatment. BDC holds a resource consent for the discharge of the treated effluent into Glasseye Creek.

Westport serves the area previously included within the Borough of Westport, the adjacent area out to the Orowaiti River and Carters Beach. Within the reticulation there is a mixture of sewer mains that are separate from the stormwater system, and mains that are combined with stormwater connections. All new mains and future renewals will be constructed separately from the stormwater system. Treated wastewater is now discharged into the Buller River, from diffusers beneath the Buller Bridge. The majority of the Westport network operates under gravity, although there are a number of pump stations required for specific areas.

The **Reefton** system is a combined sewer and stormwater system. The system falls to the area behind the Reefton Racecourse where, until recently it discharged directly into the Inangahua River. In 2006 a wastewater treatment plant was constructed adjacent to the original discharge point. The treatment system has a capacity of 100 L/s, which should treat all sewage outside of extreme storm events. Beyond this flow the system will overflow to Cemetery Creek.


4.3 Stormwater

Council protects property and people from the effects of stormwater by managing stormwater systems.

Council manages eight stormwater systems being in Hector, Ngakawau, Seddonville, Granity, Waimangaroa, Westport, Carters Beach and Reefton. In addition, there is a significant piped stormwater system in Westport and part of Waimangaroa.

Stormwater assets include:
 58.3 km of pipes
 333 manholes
 1273 sumps
 46 soak pits

The stormwater system for Westport consists of a piped reticulation that discharges into the Buller and Orowaiti River catchments. Some sections of the town are serviced by combined stormwater and sewage systems. Separation of stormwater and sewage systems is ongoing. The whole system operates under gravity.



5 State of the Assets

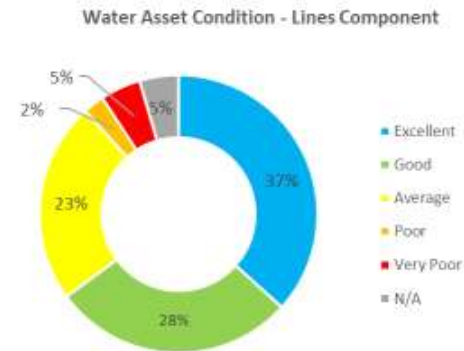
5.1 Water Asset Quantity and Value

Supply	Registered Population	Type of Supply	Source	Treatment	Storage (m3)	Pump Stations	Pipelines including service pipes (m)	Replacement Value - lines, point & plant (\$M)
Hector/Ngakawau*	435	OD	S	N	110	-	6,651	\$1.96
Granity* (U)		OD	S	N	?		219	\$0.09
Inangahua Junction	70	OD	B	pH&UV	18	1	2,355	\$0.61
Little Wanganui	150	OD	S	N	145	-	2,081	\$0.32
Mokihinui* (Council Owned)	100	OD	C	N	50	1	2,406	\$0.54
Punakaiki	230	OD	C	CL2, F & UV	138	-	5,644	\$3.06
Reefton	951	OD	B	F, UV, pH, CL2	1,152	1	30,254	\$11.44
Waimangaroa	300	OD	C	N	110	-	7,413	\$3.62
Westport (incl. Carters Beach)	4,974	OD	R & C	C; F, pH, CL2	130,000 & 3,000	1	117,122	\$64.17
Cape Foulwind	Stock	R	C	N(F)	On site	1	19,516	\$6.00
Totals				5	13	5	193,660	\$91.81
Type of Supply: OD – On demand R – Restricted Supplies operated and maintained by the community			Source: B = Bore C = Creek R = River S = Stream		Treatment: C – Coagulation Cl2 – Chlorination F – Filtration pH – pH adjustment N – No treatment/disinfection UV – Ultraviolet Irradiation			

Source Data is from Valuation Spreadsheets generated for the audited Valuation to 30 June 2024 by BECA. Asset conditions are updated by Councils maintenance contractor into the asset management systems. This data is used to generate planned/preventative maintenance and asset renewal projects. Council will continue to improve the asset data quality. A large amount of the District's infrastructure was built in the 1960s and 1970s. The average age of pipeline assets is approx. 34 years. However, some assets are still reaching, or have already passed, the end of their expected life. Maintaining these ageing assets becomes more difficult as their age increases. The District is now facing the challenge of balancing the increasing maintenance and renewal costs.

5.2 Water Asset Condition

The chart below shows the overall condition of the water supply lines component (excluding service lines). Graph indicates 7% of water pipes are in poor or very poor condition.



Source: AssetFinda 17/02/25 (excludes service lines)

Water Asset Class	Replacement Cost (\$M)	Depreciated Replacement Cost (\$M)	Annual Depreciation (\$M)
ws_line	\$62.4	\$39.2	\$0.7
ws_plant	\$19.3	\$11.6	\$0.5
ws_point	\$10.1	\$5.8	\$0.2
Grand Total	\$91.8	\$56.6	\$1.5

Source: 3 Waters 2024 Valuation (30th June)

5.3 Water Critical Assets and Condition

These are defined as those assets where a failure has a 90% or greater chance of resulting in a loss of service to 4,000 or more people. The water supply assets within this category are:

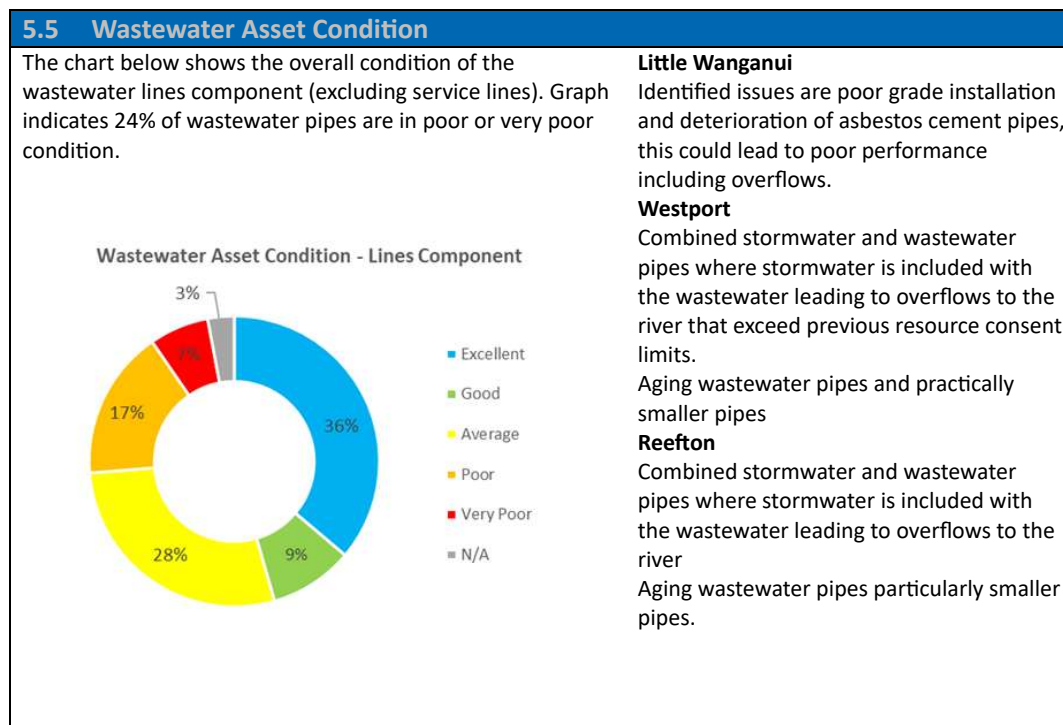
- Westport Water Tunnels and Races
- Westport's raw water storage ponds
- Westport's raw water trunk main, from the ponds to the treatment plant
- Westport Water Treatment Plant
- Westport's treated water storage

The Westport water supply was originally constructed between 1901 and 1903. Since that time there have been some additional assets added, and the majority of the original assets have been replaced as they reached the end of their useful life. As part of the Criticality Assessment several assets within the Westport water supply were deemed to be critical, from a service delivery perspective. These critical assets are associated with water storage, treatment and conveyance through the trunk mains. These are the assets that must not fail unexpectedly. All of the critical assets are routinely inspected for condition and failure is not expected within the near term.



5.4 Wastewater Asset Quantity and Value						
System	Population (WINZ)	Length of reticulation (m)	Man-holes	Pump Stations	Treatment Facility	Replacement Value (\$M)
Little Wanganui	150	2,120	24	1	Oxidation ponds	\$1.36
Reefton	951	16,119	168		Aeration, Oxidation ponds	\$14.99
Westport (incl. Carters Beach)	4,974	77,980	434	20	Contact stabilisation plant	\$63.62
Total		96,218	626	21		\$79.97

Wastewater Asset Class	Replacement Cost (\$M)	Depreciated Replacement Cost (\$M)	Annual Depreciation (\$M)
ww_line	\$48.4	\$21.9	\$0.6
ww_plant	\$26.2	\$13.8	\$0.7
ww_point	\$5.4	\$2.8	\$0.1
Grand Total	\$80.0	\$38.5	\$1.3



5.6 Wastewater Capacity/Performance

Little Wanganui Asset Capacity/Performance: The system was installed by the developers of the Little Wanganui Subdivision in the late 1970’s using Asbestos Cement (AC) pipes. Subsequent internal pipe checks using video equipment have shown that parts of the system have been constructed poorly. Sections of the pipes will require re-laying in the future to the correct grade, depending on the rate deterioration affects future performance. The pump station and rising main are performing well. The oxidation pond was designed for a larger population than is currently being served and therefore has surplus capacity.

Westport Asset Capacity/Performance: There some significant capacity problems associated with the Westport sewer system. These are because there are still pipes where sewage and stormwater are collected in the same pipe, which adds to the treatment costs and can result in direct discharges to the Buller River during extreme storm events due to the large amount of stormwater ingress. An ongoing programme to separate the stormwater from the sewer where possible will reduce these problems into the future. The resource consent which allows the discharge of primary treated and untreated sewage effluent to Buller River during storm overflow was lodged for renewal in April 2023. The regional council has requested further information. Council has replaced outfall flap gates with WaStops and is progressing separation work and monitoring of the reduction in overflows because of these works. However, the flat grades on many of the sewers will require flushing devices if all stormwater is to be removed.

Reefton Asset Capacity/Performance: The system is a combined stormwater and wastewater system which leads to overflows at the treatment plant to the river. The other deficiency relates to the minimal number of manholes installed within the reticulation. The current location of manholes limits the ability to undertake condition rating and/or internal pipe video inspections. There is provision in this plan for construction of additional manholes to facilitate mains cleaning and flushing.

5.7 Wastewater Critical Assets and Condition

Based on criticality 41% of total asset value, plant assets have the highest criticality (high or very high), and these are on average in an excellent to good condition. If the treatment plants were to fail, then this could lead to effects on the environment, and it may take some time to fix the failure.

Based on value 25% of the line (pipes) assets have a high to very high criticality and their average condition varies from average to good. If the pipes were to fail,

they are likely to take a shorter time to fix than treatment plant assets.

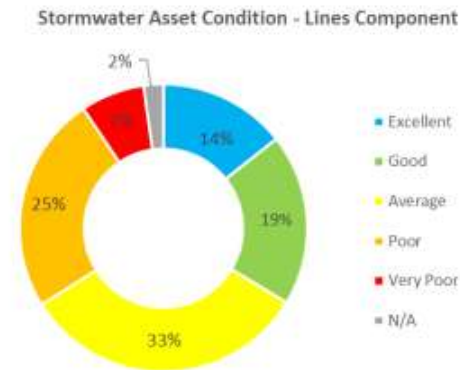
5.8 Stormwater Asset Quantity and Value

Stormwater	Replacement Cost (\$M)	Length of Lines	Average of Age
Cape Foulwind	\$0.10	158	44.5
Carters Beach	\$1.14	1,086	34.6
Granity	\$0.45	779	25.4
Little Wanganui	\$0.02	28	18.5
Mokihinui	\$0.11	36	36.4
Ngakawau-Hector	\$0.44	870	37.1
Punakaiki	\$0.00	26	25.0
Reefton	\$3.41	4,564	46.4
Rural	\$0.02	-	36.5
Seddonville	\$0.03	-	-
Unmapped	\$0.00	16	44.5
Waimangaroa	\$1.49	1,265	35.6
Westport	\$47.16	55,501	39.4
Grand Total	\$54.37	64,328	39.6

Stormwater Asset Class	Replacement Cost (\$M)	Depreciated Replacement Cost (\$M)	Annual Depreciation (\$M)
sw_line	\$46.5	\$19.9	\$0.5
sw_plant	\$0.9	\$0.9	\$0.0
sw_point	\$7.0	\$4.1	\$0.1
Grand Total	\$54.4	\$24.9	\$0.6

5.9 Stormwater Asset Condition

The chart below shows the overall condition of the stormwater lines component (excluding service lines). Graph indicates 32% of stormwater pipes are in poor or very poor condition.



Source: AssetFinda 17/02/25 (excludes service lines)

5.10 Stormwater Critical Assets and Condition

Based on criticality 37% of total asset value, line (pipe) assets have the highest criticality (high or very high), and these are on average in a good to average condition. If the pipes were to fail, then this could lead to surface flooding.

It is noted that for stormwater there is currently a low amount (less than \$0.5M) of plant assets however these are open drains.

Pipelines

The gravity mains, some culverts in most townships are identified in the very high critical assets category. 86% of these are in Westport.

Plant \$0.46M

While included in the plant components, critical assets here are open drains of which 37% are in Westport.

5.11 Stormwater Asset Capacity/Performance

There are several areas within Westport that are subject to surface flooding. This is mainly due to the township only being 2-3 metres above mean sea level, so during adverse events where flooded rivers and high tide coincide, the stormwater disposal systems are compromised.

Given the difficulties associated with stormwater disposal, the stormwater collection and reticulation systems are adequate. However, in some areas minor surface flooding can occur due to the limited number of collection pumps and, since the reticulation pipes need to be laid with a shallow grade, their overall capacity is limited.

The installation of additional roadside sumps is being addressed on an ongoing basis as part of the roading activities.

The majority of the older pipes were butt jointed, many of which have opened up over time. The open joints allow silt and rocks to enter the system, removing some of the available capacity. There is also only a limited number of access manholes, which limits the ability to maintain flow through the piped system.

There are no specific capacity/performance issues relating to any of the other locations.

In 2023/24 a major stormwater study was commenced to identify existing stormwater capacity and areas for improvement. This study is to also consider the proposed flood protection wall and flood wall stormwater pumps for Westport Township. Also, in 2023/24 a stormwater study is to be carried out for Reefton.

5.12 Three Waters Asset Data Confidence

The fields essential for valuation purposes are quantity, unit cost, base life, and remaining useful life. A data confidence and integrity review was undertaken as part of Beca’s 2024 Valuation, and in accordance with the confidence level table, a data confidence level of B was assigned (< ±5%). The report extract on data confidence and integrity follows:

In general, the data was substantially complete with minor inconsistencies including a unit of measurement. Confidence in the data was considered to be reliable for the valuation purposes. These inconsistencies have been reported to the council for data improvement purposes.

Quantities across linear assets are accepted as highly reliable as their lengths have been captured with linear measurements from GIS data. Less than 1% of linear assets have been assigned with zero length. Diameters for linear assets are also accepted as highly reliable, and less than 3% of linear assets have been assigned with a zero diameter.

For unit costs, it is not possible to collect observed capitalised costs for all assets, market comparisons and escalations are more relied upon to reassess unit costs using logical progressions methodologies where recent project and capitalisation costs aren’t readily available.

Base lives were found to mostly conform within IIMM base live ranges guidelines with minor variations.

Level	Description	Accuracy	Quantity	Unit Cost	Base Life	Rem Life
A	Highly Reliable and Accurate	100%	✓			
B	Reliable with Minor Inaccuracies	+ - 5%		✓	✓	✓
C	50% estimated	+ - 20%				
D	Significant data estimated	+ - 30%				
E	All data estimated	+ - 40%				

Overall, we consider a data confidence rating of B is appropriate for this valuation.

6 Levels of Service and Performance Measures

6.1 Levels of Service Overview

Levels of service define the type and extent of services delivered to the customer. They are written from a customer viewpoint such that Council can set targets against the levels of service to demonstrate outputs and performance against the community outcomes.

Levels of service are a link between Council’s strategic goals and key priorities, AM objectives, detailed operational objectives and performance measures. They are based on user expectations, statutory and national standard requirements.



The levels of service framework, outlined below includes service parameters, objectives, performance measures and targets.



6.2 Linkages to Council Priorities and Community Objectives

The linkages to Community Outcomes is detailed in Section 2-4. The BDC Three Waters levels of service contribute towards achieving these key priorities through:

- Provision of Three Waters infrastructure to meet regulatory requirements, growth demand
- Compliance with resource consent requirements and undertaking operations and maintenance activities to ensure the environment is always protected
- Provision of Three Waters Infrastructure that underpins and supports the local economy
- Planning and delivery of financially sustainable Three Waters Services

6.3 Understanding Customer Needs and Requirements

Good knowledge of stakeholder values and drivers is essential for effective and efficient activities. The table in Section 3 shows the key customers and stakeholders involved in the Three Waters.

There are a number of ways in which BDC gains an understanding of stakeholder and customer needs and preferences, including:

- Specific consultation processes on major projects
- Annual Plan submissions process
- LTP submissions process
- Customer service requests processes
- Other targeted consultation programmes

As a result of previous engagement with the community and iwi, an Environmental Scan and SWOT Analysis, ‘Affordability’ has been a key recurring priority that stemmed from this process, with the resulting Community Outcome developed to address this priority:

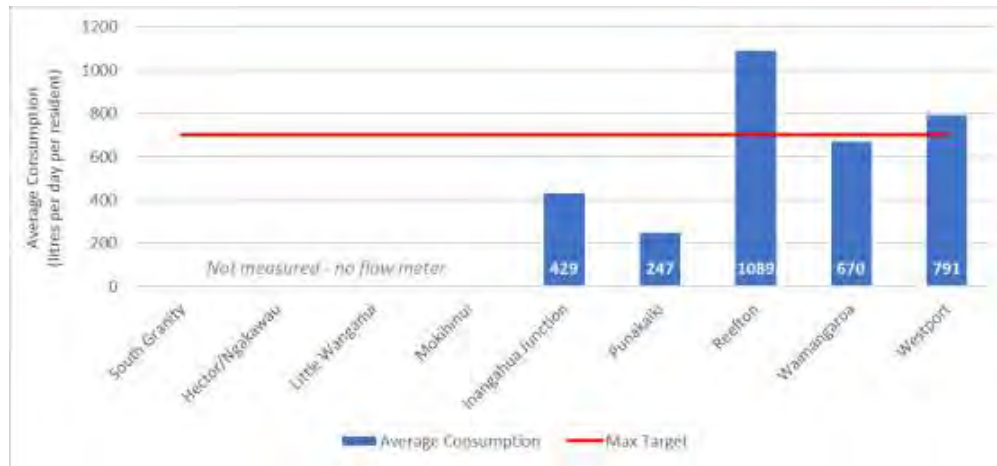
Our communities are supported by quality infrastructure, facilities, and services that are efficient, fit-for- purpose, affordable, and meet our current and future needs.

6.4 Water Levels of Service

6.4.1 Water Supply (1a) & (1b) - Safety of drinking water										
The extent to which the local authority's drinking water supply complies with: (a) part 4 of the drinking-water standards (bacteria compliance criteria) (b) part 5 of the drinking-water standards (protozoal compliance criteria)										
Zone compliance results shown below, <i>*No treatment plant to enable compliance, **E Coli detection in the supply</i>										
Performance measure:	South Grantly	Hector/Ngakawau	Inangahua Junction	Little Wanganui	Mokihinui	Punakaiki	Reefton	Waimangaroa	Westport (including Carters Beach)	
Bacterial Compliance (2023-24)	No*	No*	Yes	No*	No*	Yes	Yes	No*	Yes	
Protozoal Compliance (2023-24)	No*	No*	Yes	No*	No*	No	Yes	No*	Yes	

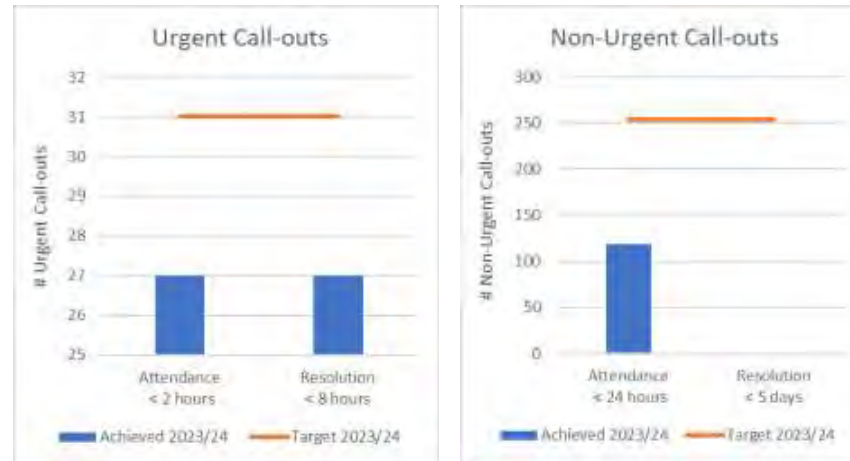
6.4.2 Water Supply (5) – Demand Management

The average consumption of drinking water per day per resident within the territorial authority district. Target demand is less than 700 Litres per person per day



6.4.3 Water Supply (3) - Fault Response Times

Response times to attend and resolve call-out in response to a fault or unplanned interruption to its networked reticulation system:



6.4.4 Water Supply (2) – Network Performance- Water Loss

The percentage of real water loss from the local authority’s networked reticulation system (including a description of the methodology used to calculate this).

*MNF means Minimum Night Flow.
WB stands for water balance.*

Water leakage is not measured in some supplies as those supplies have no treatment plant therefore there is no way of determining leakage.

Only Westport has commercial water meters to calculate the water balance.

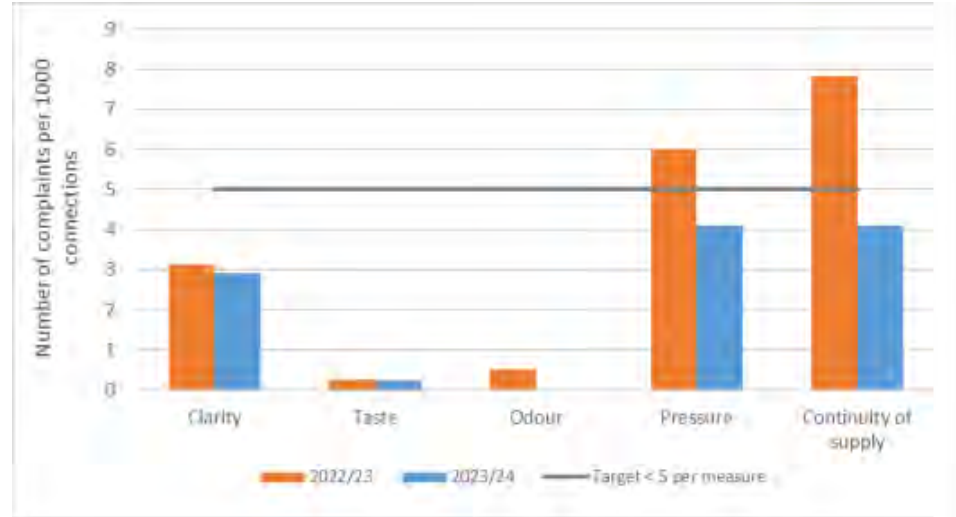
Water Supply	Connections	Target	Method	Performance Outcome (2023-24)	Comments on Performance Outcome
South Granity	22	30%	MNF	N/A	No Flow Meter
Hector/Ngakawau	174	30%	MNF	N/A	No Flow Meter
Inangahua Junction	32	30%	MNF	N/A	No understanding of commercial and non-commercial water use.
Little Wanganui	64	30%	MNF	N/A	No Flow Meter
Mokihinui	47	30%	MNF	N/A	No Flow Meter
Punakaiki	94	30%	MNF	N/A	No understanding of commercial and non-commercial water use.
Reefton	677	30%	MNF	N/A	High flows, but no understanding of commercial and non-commercial water use.
Waimangaroa	140	30%	MNF	N/A	No understanding of normal water usage patterns.
Westport	2,801	30%	WB	46%	High night flow is primarily attributed to pipeline leakage. As there are no water meters installed at residential properties, it is difficult to assess the potential for internal leakage within households.

6.4.5 Water Supply (4) – Customer Satisfaction

The total number of complaints received by the Council about any of the following:

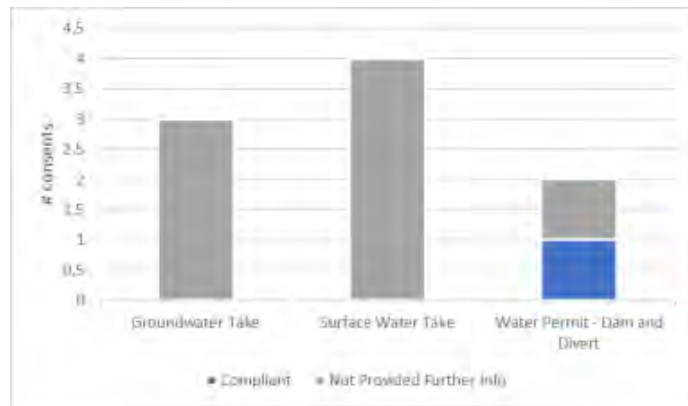
- (a) drinking water clarity
 - (b) drinking water taste
 - (c) drinking water odour
 - (d) drinking water pressure or flow
 - (e) continuity of supply
 - (f) the local authority’s response to any of these issues
- expressed per 1000 connections to the local authority’s networked reticulation system. Based on the measures there was an improvement overall from the previous year.

Council's target was not more than 5 drinking water fault measures per 1000 connections.



6.4.6 Water Supply – Resource Consent Compliance

Data limited - status mainly unknown compliance



Total consented take: 35,569 m3/day
Total known consumption: 5,239 m3/day

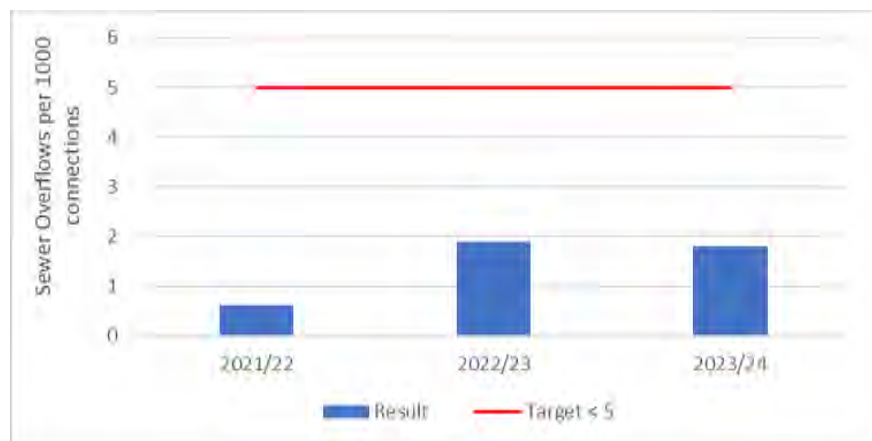
6.4.7 Water Supply – Consented Take Supply (m3/day)

Consent#	Location	Expiry
RC01281	Waimangaroa	25/07/2037
RC01282	Reefton	5/12/2036
RC01283	Mokihinui	25/06/2037
RC01284	Ngakawau	25/06/2037
RC03264	Omanu Creek	1/04/2039
RC05233/1/2/3	Orowaiti River, Westport	1/04/2041
RC06183	Punakaiki	30/06/2045
RC07062 and RC07062/1	Brunings Creek Carters Beach	1/04/2042
RC11183	Punakaiki	2/11/2046
RC12034/1	Granity South Water Supply	2/04/2047
RC-2019-0021-01	Inangahua	19/03/2054
RC-2022-0010-01	Waimangaroa	20/04/2027
RC-2022-0010-02	Waimangaroa	20/04/2057
RC-2022-0010-03	Waimangaroa	20/04/2027
RC-2022-0010-04	Waimangaroa	20/04/2057
RC-2023-0148-01/02/03/04	Westport	30/06/2040
RC96064V RC96064/1 RC96064/2	Little Wanganui	4/01/2039

6.5 Wastewater Levels of Service

6.5.1 Wastewater (1) – System and Adequacy

The number of dry weather sewerage overflows from the territorial authority’s sewerage system, expressed per 1000 sewerage connections to that sewerage system.



6.5.2 Wastewater (3) - Fault Response Times

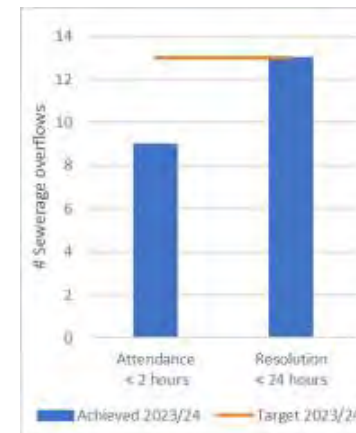
Median response times to attend to sewerage overflows resulting from a blockage or other fault in the territorial authority’s sewerage system, (a) attendance time and (b) resolution time

(a) Target: Respond to all faults/overflows in less than 2 hours

Outcome: 9 out of 13 faults attended to in less than 2 hours

(b) Target: all faults/overflows resolved in less than 24 hours

Outcome: 13 out of 13 faults resolved in less than 24 hours



6.5.3 Wastewater (4) – Customer Satisfaction.

The total number of complaints received by the territorial authority about any of the following:

- (a) sewage odour
 - (b) sewerage system faults
 - (c) sewerage system blockages
 - (d) the territorial authority’s response to issues with its sewerage system
- expressed per 1000 connections to the territorial authority’s sewerage system.



6.5.4 Wastewater (2) – Discharge Compliance

Abatement notices,
Infringement notices,
Enforcement orders, and convictions for Wastewater

Zero abatement notices, infringement notices, enforcement orders and convictions received over the last 3 years.

6.5.5 Wastewater – Resource Consent Compliance

1 minor non-compliance (water discharge permit)
No consents of other categories



6.5.6 Wastewater – Consent Expiry

Consent#	General Location	Expiry
RC00395V	Cemetery Creek, Reefton	28/08/2028
RC00408/1	Buller River	23/07/2038
RC00408/2	Buller River	22/07/2023
RC00408/3	Buller River	22/07/2038
RC00408/4	Buller River	22/07/2038
RC06211	Orowaiti Scheme (construction)	10/01/2012
RC96001/2	Little Wanganui Sub-Division	31/05/2039

6.6 Stormwater Levels of Service

6.6.1 Stormwater (1) – System and Adequacy

(a) The number of flooding events that occur in a territorial authority district.
 (b) For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority’s stormwater system.)

1a) No target, number of events is outside of Council control
1b) Target: 5, met; 0 total floors affected for 2022/23 and 2023/24

This compares to the 2021/22 Year where:
 The **July 2021 Flooding Event (On average a 1 in 60-year event)**.

- Red stickered properties: 71 homes
- Yellow stickered properties: 388 homes
- Total properties affected: 459 homes

Feb 2022 Flooding Event: (On average a 1 in 14.5-year event).

- Red stickered properties: 4 homes
- Yellow stickered properties; 21 homes
- Total properties affected: 25 homes

Per 2021-22 Annual Report


6.6.2 Stormwater (3) - Response Times

The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.

Target response time: **One Hour**.
 Achieved. There were Zero flooding events in 2023/24 affecting dwellings.
 Response time not applicable as no habitable floor flooding occurred.

6.6.3 Stormwater (4) – Customer Satisfaction.

The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1000 properties connected to the territorial authority’s stormwater system.
 Target is less than 10 complaints per 1,000 connections



Financial year	Actual Complaints per 1000 connections	Target
2021/22	~2.5	10
2022/23	~5.5	10
2023/24	~7.0	10

6.6.4 Stormwater (2) – Discharge Compliance

Compliance with TA's Resource Consents for discharge from its stormwater system, measured by number of:

- abatement notices
- infringement notices
- enforcement orders
- convictions received

by the territorial authority in relation to those resource consents.

Zero abatement notices, infringement notices, enforcement orders and convictions received over the last 3 years.

6.6.5 Stormwater – Resource Consent Compliance

There were no recorded breaches of stormwater resource consent conditions

6.6.6 Stormwater – Consent Expiry

Consent#	Location	Expiry
RC05170/1/2	Waimangaroa	4/09/2026
RC93129	Waimangaroa	26/07/2028
RC01110 & 01110/1	Reefton	30/05/2036
RC05244	Waimangaroa	1/05/2041
RC06191/1 & 2	Waimangaroa	1/10/2041

7 Three Waters Challenges and Significant Issues

7.1.1 Key Challenges			
Activity	Issue (Areas of concern, reasons/cause)	What are we doing? (Actions required to mitigate)	What is the benefit?
WS	Drinking Water quality needs to be improved to meet the new Three Water Regulator requirements	Upgrading Water Treatment Plants, monitoring and reporting, water safety plans, Taumata Arowai risks and opportunities, DWS and consent renewals.	Improve public health and schemes to become compliant to new regulator's requirements
WS	Non-compliant water schemes (4 Schemes Untreated)	Upgrading of water supply schemes to become compliant with the new regulator's requirements	Be compliant
WS	Installation of backflow preventors in all council supplied water schemes	Backflow preventing devices (non-return) will be installed at the boundary of properties to ensure that contaminants from property pipes do not enter back into council pipelines	Ensure a safe water supply
WS	Deferred renewals		
WW	Westport WWTP - Renew consent to discharge primary treated and untreated sewage to river during storm/overflow events.	A new consent application needs to be prepared for submission to WCRC.	Address issue of potential environmental and cultural impacts in an affordable manner
WW	Taumata Arowai, including wastewater bylaw, monitoring and reporting, SCADA system upgrades	Be compliant with the new requirements from the Regulator.	Be compliant
SW	Localised flooding in Westport	Work collaboratively with WCRC to see flood protection progressed	Protection of property from flooding

7.2 Significant Issues Impacting Three Waters

7.2.1 Three Waters Reform	7.2.2 Climate Change and Resilience	7.2.3 Ageing Infrastructure	7.2.4 Increasing Costs and Affordability
<p>There is still uncertainty regarding the future Three Waters management arrangements. At the time of preparing this AMP the ‘Local Water Done Well’ reform programme is still underway with the Council preparing Water Services Delivery Plans for submission to Government in September 2025. Through this process Council will determine the most appropriate, sustainable and affordable Three Waters Management arrangements for the community.</p>	<p>Climate change is a key issue for all low-lying coastal districts across New Zealand. Preparing for climate change and developing resiliency to its effects is one of two environmental strategies identified within this LTP.</p> <p>On average the world is about one degree warmer than the pre-industrial era, and, as a result, New Zealand is experiencing more frequent, and more intense weather events. For the Buller district, this means we are going to get warmer, wetter, and windier. The concepts of sustainable development under the Local Government Act 2002, and the Resource Management Act 1991, imply the ongoing ability of communities and people to respond and adapt to change in a way that avoids or limits adverse consequences.</p>	<p>BDC, along with many Councils in New Zealand, is faced with the challenge of aging infrastructure that requires renewals and in some instances upgrades. The average age of the BDC’s asset base continues to increase and there remains a significant amount of assets needing renewal over the short to medium term. There is currently a focus on undertaking asset condition assessments to confirm the extent and timing of asset renewal requirement. The renewals programme is detailed in Section 9.4</p>	<p>Over recent years, particularly since the Covid-19 pandemic, Three Waters costs have escalated significantly. In particular, the cost of imported materials is having an impact on construction costs. Compliance and safety management requirements have also increased and are having impacts on project costs too. These project cost increases together with the economic recessionary conditions are having impacts on the affordability of necessary capital investment.</p>

7.2.5 Capacity, Capability and Systems	7.2.6 Natural Hazards	7.2.7 Increasing Regulatory Requirements	Note
<p>There are ongoing labour shortages across the engineering and Three Waters sector. This is felt within the Council and externally by contractors and consultants. There are several negative impacts associated with this, including inability to deliver desired programmes of work, staff overload, stress and potential burn-out. At the same time standards and capability requirements are increasing, adding additional burden to already stretched staff resources.</p>	<p>Significant areas of the District are potentially at risk from natural hazards. Existing settlement patterns exacerbate the potential effects of these hazards, for example, Westport's location on the banks of the Buller River makes it particularly susceptible to severe flooding. Significant flooding and coastal erosion hazard risks occur along the Buller Coast. In addition, there is the risk of impacts from rising sea levels or inundation from storm events in coastal locations. Fault lines which cross the Buller District make it susceptible to earthquakes. Buildings and infrastructure elements are also affected by slope stability, slumping or rock falls.</p>	<p>Increasing regulatory requirements are necessitating upgrade and improvement of water and wastewater treatment and management practices.</p>	<p>See the 2025 LTP Assumptions for further information on BDC issues and challenges.</p>

8 Growth and Demand

8.1 Relevant Strategic Documents and Drivers	8.2 Demand Trends and Drivers	8.3 Demand Projections
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The Three Waters response to growth and demand is planned in alignment with the Buller Council District Plan and Westcoast Regional growth initiatives and plans.

These documents provide vision and outcomes for the direction of Buller District, whilst this Plan sets out the infrastructure improvements and extensions required to cater for identified growth.

The Buller District future demand has a number of constraints and issues that must be considered:

- The coal mining industry demonstrates waves of boom/decline that have effects on the district economy. Given global energy use patterns and changes, the likelihood of future booms will need to be considered
- Other potential future mining expansion is constrained by land availability, resource management laws, and major areas of the district being DOC estate
- The Holcim cement plant closed, with the subsequent loss of economic activity and jobs
- Agriculture has experienced the conversion to additional dairy production in common with other districts in New Zealand, but in Buller District future growth is constrained by land availability

Buller’s population growth has been relatively volatile over the past 25 years. The population was in steady decline up to 2002 but began to grow over the period 2006 to 2012 on the back of a boom in coal mining. As jobs were shed in coal mining and other industries, the population went into decline again, reaching a population of just 9,610 in 2020. This represents the District’s lowest population in over 25 years, and approximately 1,000 fewer residents than at the previous peak in 2012.

Buller’s population is forecast to be relatively stable over the coming decade, holding at around the 2020 level of 9,600. However, due to a weak outlook for employment growth, we expect the District’s population to ease for the remainder of the projection period. The rate of decline is projected to be very weak initially, averaging 0.1% per annum for the 2030s and building up to 0.5% decline per annum in the 2040s. This ultimately leads to a smaller population of 8,800 in 2051

An ageing population may result in demand for additional smaller properties (units) and an increase in single person households. As a result, the demand for individual connections is likely to increase. Economies of scale are lost as single person households have a higher per capita water consumption. Ageing populations are more susceptible to disease and need higher quality water.

The major demand assumptions that have been incorporated into this plan are:

- District population will stabilise between 9,500 and 10,000 persons
- District economy will stabilise around mining, agricultural production and tourism services
- No major new demands will develop that will impact the water reticulation

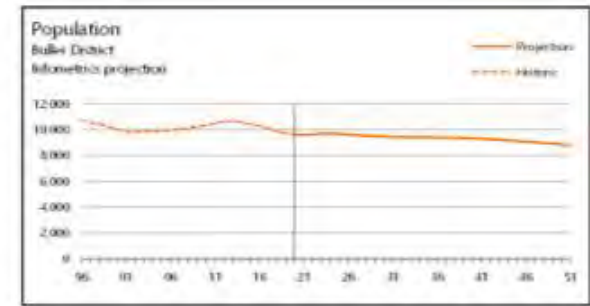


Figure 5-4: Actual and Forecast Population in Buller (1996 – 2051)
Infometrics, January 2021)

Residential demand - There has been steady growth over past census periods, however growth is expected to reduce in the future.

Identified growth areas - current and anticipated economic growth in Buller District is expected to be minimal. Therefore, small subdivision growth is anticipated with some infill development also.

Growth Areas to the South of Westport are developing.

Long term relocation of Westport is being investigated and will involve large scale infrastructure capital expenditure. This will fall outside of the 9 Year LTP horizon.



8.4 Demand Management

8.4.1 Water Demand Management	8.4.2 Wastewater Demand Management	8.4.3 Stormwater Demand Management
<p>In addition to capital improvements, which alter the capacity of the water supply, there are also certain measures that can be taken to manage the demand for water supply services.</p> <p>Methods available to manage demand include:</p> <ul style="list-style-type: none"> • Water restrictions and rationing: These are only implemented as emergency measures when the demand for water exceeds the current supply, typically during drought conditions • Water metering and pricing strategies that encourage water conservation: BDC currently places water meters on customers that have an ‘extraordinary’ water demand. A charge for water only comes into effect after the first 400 m3 per annum. This provides some incentive to keep water usage below this amount • Water leakage detection and control programmes: Leak detection is currently carried out based on visual inspections and pressure drop investigations following customer complaints. Leak detection has been carried out in Westport and Reefton by independent leak detection companies. Where water treatment costs create an economic justification for a more pro-active approach to leak detection, specific leak detection programmes can be implemented. In particular, water leakage in Westport will be specifically investigated following upgrades to the treatment systems. • Pressure control: The amount of water wasted is directly proportional to water pressure. There are no specific pressure zones in any of the water supplies. However, in Westport a reduction in the static pressure of water was completed in March 2024, dropping from 850Kpa to 700Kpa. Further pressure reduction is envisaged as part of the water supply upgrade. 	<p>In addition to capital improvements, which alter the capacity of the sewer systems, there are also certain measures that can be taken to manage the demand for wastewater services.</p> <p>Methods available to manage demand include:</p> <ul style="list-style-type: none"> • Inflow/infiltration detection and control programmes: A significant source of inflow and infiltration into the sewer reticulation network is due to an aging reticulation, earthquakes or stormwater connections within private properties. Infiltration programmes designed to identify these problems and enforce corrective action on the property owners can be effective. However, within the Buller district there are sections of the sewer reticulation designed to be a combined sewer/stormwater system where pipe gradients cannot achieve self-cleaning velocity 	<p>Due to the nature of stormwater, there are not any customer demand management methods. Stormwater impacts are managed by the construction and management of stormwater drainage infrastructure.</p>

9 Risk Management

9.1 Risk Management Approach and Key Risks

Buller District Council manages risk within the context of the Buller Risk Management Manual and Risk Register. The Risk Management Handbook outlines the corporate approach to risk management. The Risk Register documents assessed risks, current practices/strategies, residual risk and management options available.

The Buller Risk Management Manual has been developed within the guidance of SNZ HB 4360:2000 “Risk Management for Local Government” and provides a framework for the examination and development of Council’s corporate and asset management risks.

Risks associated with the operation, maintenance and development of the BDC Three Waters networks fall into the following categories:

- Planning Risks (Strategic planning, Asset management, Levels of Service, Natural event and environmental)
- Management Risks (Systems and Information, People, Financial)
- Delivery Risks (Procurement, Project Management, Contract Management, Communication)
- Physical Asset Risks (risks common to all assets, risks associated with specific asset types)

Various asset risk management tools and techniques, based on practical experience and the skilled application of its staff and service providers, have been used over a number of years at Council. This approach has generally been sufficient. As the value of the built asset increases, levels of service expectations rise, and threshold limits for cultural and environmental impacts tighten, the need for more formal risk management practices increases. Mitigation strategies need to be put in place and reviewed continuously to achieve improvement to levels of service. It is important for Council to revisit its Risk Schedule and consider the various mitigation Plans including, but not limited to, Emergency Management Plan, Contingency Plan, Pandemic Plan, Operational Risk Plan, Business Continuity Plan, etc (IP 7WS).

If the levels of service are achieved, in tandem with legislative compliance, prudent investment and good financial management, then minimisation of exposure to public and general liability and risks derived from operation of assets, should also occur.

Risks are considered to arise from many areas of the Three Waters management. They can be derived from the use of physical assets (e.g. a pump or a pipe failure) and management of the services provided (e.g. failure to formalise procedures and reporting of incidents).

It is important to note that risk management is not simply about the downside of events such as financial loss or legal proceedings. It also refers to the upside and opportunities that exist for the Council to do things more innovatively, sustainably, and effectively.

9.2 Building Resilience

Council customers have a high expectation of continuing functionality and service delivery. Resilience is based on a design philosophy which acknowledges that failure will occur. Resilience requires early detection and recovery, but not necessarily through re-establishing the failed system.

Recent high profile natural disasters have raised public awareness, but there is still a significant need to increase actual preparedness – both in general (e.g. household plans and emergency supplies) and for specific circumstances (e.g. tsunami preparedness in coastal communities). However, resilience is not only applicable to natural hazards but also needs consideration at an operational level where an asset failure is not necessarily a service failure.

Redundancy (duplication) does not provide Resilience. Resilience requires early detection and recovery, but not necessarily through re-establishing the failed system. Robust systems are designed to prevent failure. Resilience is about the ability to plan and prepare for adverse events, the ability to absorb the impact and recover quickly, and the ability as a community to adapt to a new environment.

We have to consider managing and mitigating the risks to, and the resilience of, our infrastructure assets from natural disasters. Council acknowledges that resilience is not only about physical assets. It is about the people. It includes but is not limited to:

- connecting people and communities (neighbour to neighbour; educate; access to household resilience items, etc.)
- supporting community organisations
- the built environment and asset systems which are robust

Adverse events/natural disasters/climate change and the related impacts cannot be avoided and as a result Council have to factor this into long term planning, civil defence planning and determining the infrastructure requirements moving forward to ensure the community’s expectations are met with regard to safe and reliable services and general wellbeing.

In order to improve resilience Council approach will be to:

- Actively participate in CDEM planning and activities, at both regional and local levels
- Investigate options for alternative service provision and system redundancy
- Identify critical assets and ensure mitigation methods are developed
- Obtain insurance where this is deemed to be the most cost effective approach

Council will take guidance from 100Resilient Cities website <http://www.100resilientcities.org/>. This includes the strategies of Greater Christchurch and Wellington.

9.3 Key Risks

9.3.1 Key risks (highest residual risk ratings)				
Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Water Supply Backflow Prevention	Across all BDC water supplies there is very little in the way of back flow prevention fitted to stop contaminants being back syphoned into the reticulation from Farms and other high risk connections. Legislation requires backflow prevention -	Legal/Regulatory	There are a small number of BFP devices currently fitted. LTP 2021-31 has BFP investments for major water supplies to work towards NZ Drinking Water Safety Plan compliance	A backflow prevention (BFP) strategy and BFP Specification are in place. At risk connections are identified. Installation programme first phase on high risk connections is in place.
Westport Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance of these systems leading to potential harm, reputational damage etc	Operations and Service Delivery	Catchment risk assessments Water safety plans Land zoning (water reserve) Strict adherence to maintenance and service check schedules Compliance checks and strict adherence to testing regimes Automated (real-time) detection systems and plant shut down Asset management plans for equipment and infrastructure Staff training Communication/notification systems to alert to issues and reduce harm	Council has committed to the large scale trunk main replacement. This has increased resilience and decreased risk of seismic loss. This includes PRV. Council remains committed to further resilience improvement investment such as treatment optimisation, raw water storage pond improvement and the north branch reconnection project. Effective Operations and Service Delivery utilities maintenance contract. Additional water source investigation under way near the Buller River and North Branch Giles Creek
The untreated Cape Water Supply has domestic users connected	The Cape Water Supply is classed 'Rural' and should have no Domestic connections as it is untreated, and families could get sick if they drink the water. WestReef have advised that there are some Domestic connections. Most likely the users will not be aware that the water is untreated.	Health and Safety	Public notification (Connect newsletter) - Letter Drop, Website information. New rural user Information pack.	Letter Drop
Inangahua Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance to these systems leading to potential harm, non-compliance,	Operations and Service Delivery	Catchment risk assessments Water safety plans Land zoning (water reserve) Strict adherence to maintenance and service check schedules Compliance checks and strict adherence to	Bore protection area to be expanded to meet regulations; easement also to be established

	reputational damage etc Additional security risk		testing regimes Automated (real-time) detection systems and plant shut down Asset management plans for equipment and infrastructure Staff training Communication/notification systems to alert to issues and reduce harm	
Punakaiki Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance to these systems leading to potential harm, non-compliance, reputational damage etc. Recent source "poisoning"	Operations and Service Delivery	Catchment risk assessments Water safety plans Land zoning (water reserve) Strict adherence to maintenance and service check schedules Compliance checks and strict adherence to testing regimes Automated (real-time) detection systems and plant shut down Asset management plans for equipment and infrastructure Staff training Communication/notification systems to alert to issues and reduce harm	Significant DWS upgrade planned for 2024/25 LTP to attain treatment compliance to NZDWS Land acquisition still ongoing Security at access point improved, fencing etc
Little Wanganui Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance to these systems leading to potential harm, non-compliance, reputational damage etc	Operations and Service Delivery	Catchment risk assessments Water safety plans Land zoning (water reserve) - needs double check VN Strict adherence to maintenance and service check schedules Compliance checks and strict adherence to testing regimes Asset management plans for equipment and infrastructure Staff training Communication/notification systems to alert to issues and reduce harm	BDC is liaising closely with the National regulator Taumata Arowai. This includes investment and site investigation on potential drinking water treatment options to meet the DWQAR. Significant DWS upgrade planned; LTP to attain treatment compliance to NZDWS or move to rural supply. Now operated by WestReef
Mokihinui Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance to these systems leading to potential harm, non-compliance, reputational damage etc	Operations and Service Delivery	Catchment risk assessments Water safety plans Land zoning (water reserve) Strict adherence to maintenance and service check schedules Compliance checks and strict adherence to testing regimes	BDC is liaising closely with the National regulator Taumata Arowai. This includes investment and site investigation on potential drinking water treatment options to meet the DWQAR. Significant DWS upgrade planned; LTP to attain treatment compliance to NZDWS or move to



			Asset management plans for equipment and infrastructure Staff training Communication/notification systems to alert to issues and reduce harm	rural supply. Volunteer management plan for maintenance activities to be put in place to manage PCBU and H&S risk
Ngakawau Hector Water supply	IF adequate controls safeguarding the integrity and/or condition of water supply infrastructure are not in place THEN we are exposed to potential disruption/non-compliance to these systems leading to potential harm, non-compliance, reputational damage etc	Operations and Service Delivery	This Water Supply is not Council operated. It is listed in Hinekorako as operated by the Ngakawau Water Society Cooperator. BDC has had legal advice that it owns the supply, and Council has accepted this as resolution. BDC's legal responsibilities as owners needs investigating.	Legal advice or clarification of responsibilities with controlling entity needed - VN (Discussion needed with Mike D)

10 How We Deliver Three Waters (Lifecycle Management Plan)

10.1 Life Cycle Management Overview

The lifecycle management planning section of the AMP details key asset management strategies and plans and includes operation and maintenance plans, capital development and renewals plans that aim to ensure levels of services are met, risks are managed and whole-of-life costs are optimised.

Council provides Three Waters services to deliver the levels of service defined in Section 5 in the most cost effective way over the life of the asset. The Three Waters assets and facilities are maintained and developed in a way that is fit for purpose and sustainable over time and consistent across the District, whilst recognising community preferences and differences.

10.2 Three Waters Service Delivery Overview

The Three Waters service delivery arrangements are summarised in the table below:

Task	Planning	Delivery
Operations and Maintenance	BDC	Contractors-WestReef
Capital	BDC/Consultants	Contractors
Renewals	BDC/Consultants	Contractor
Compliance	BDC	BDC

10.3 Overview of Key Three Waters Lifecycle Management Issues

	Water	Wastewater	Stormwater
Compliance Issues	Provision of safe drinking water Meeting drinking water standards	Meeting wastewater discharge standards	Meeting stormwater discharge quality standards
<i>Priority tasks and activities</i>	Operations: Routine maintenance and monitoring performance and compliance Capital: Treatment upgrades and improvements		
Meeting community demand	Supplying sufficient volume and quality water	Providing treatment and discharge capacity	Providing adequate stormwater drainage capacity
<i>Priority tasks and activities</i>	Operations: Efficient network management, water loss management Capital: Source augmentation	Operations: Efficient treatment monitoring and management Capital: WWTP upgrades and Stormwater separation	Operations: Efficient network management, Stormwater modelling, Discharge monitoring Capital: Network separation
Renewal of Ageing Infrastructure	Addressing renewal requirements to maintain Levels of Service		
<i>Priority tasks and activities</i>	Operations: Collection and review of faults data, Reactive maintenance Capital: Renewals prioritising, planning and delivery		

10.4 Operation and Maintenance Plan

10.4.1 Operation and Maintenance Requirements

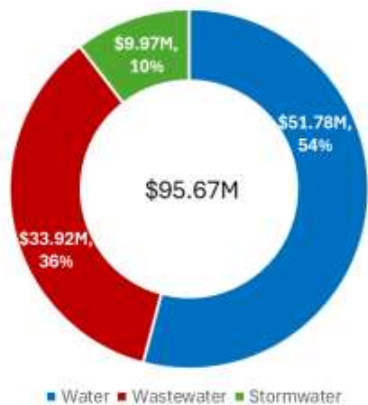
Operational and maintenance strategies address Strategic Priority 1- Looking After Existing Infrastructure.

The operational and maintenance activities cover the practices for optimising operation and maintenance activities of the Three Waters facilities and infrastructure to ensure:

- A reliable supply of safe water
- Achieve the optimum use of the asset at the agreed service levels
- Keep the Three Waters facilities suitable, accessible, safe and well maintained
- Minimise total maintenance costs
- Levels of service are achieved across Three Waters
- Compliance requirements are met

Council outsources the Three Waters service delivery to WestReef Services Limited.

The diagram below outlines the approximate Operations and maintenance activities budget allocations:



Source: (2025 02 04) LTP Budgets

Total 9 Year Three Waters Operational Investment: \$95.67M

10.4.2 Operational Processes and maintenance

Operation and maintenance involves the two key types of activities:

- Proactive maintenance – proactive/scheduled inspections and maintenance works planned to prevent asset failure
- Reactive maintenance – reactive activities in response to unexpected asset malfunctions and failures, on an as-required basis (i.e. emergency repairs)

The optimal maintenance mix is a balance of planned and reactive maintenance activities. Maintenance also includes minor repairs that cannot be capitalised. Operations and maintenance activities cover the Three Waters networks (including pipelines and pump stations) and Plants and disposal facilities (including Water Treatment Plants, Wastewater Treatment Plants and outfalls).

There are several operational activities considered unavoidable that need to be covered by Council. These relate to activities that are mandatory. For example, costs required for the day-to-day operation of critical services where the consequence of failure is very high or for maintaining compliance with legislation, regulation, or industry standards.

10.4.3 Operations and Maintenance Plan Activities

The operation and maintenance activities of Three Waters infrastructure are categorised into the following key operational areas:

- **Reactive Response**
 - Unplanned operations
 - Leak detection
 - Response to blockages and flooding
- **Preventative Response**
 - Planned operations (day-to-day operations)
 - Peak period operations
 - SCADA operation and maintenance
 - Resource consents
 - Ongoing monitoring
 - Water meter reading
 - Backflow prevention
 - Water treatment plant/Filter Station audits
 - Pump Station/Reservoir audits
 - Valve/Hydrant audits
 - Condition Surveys
 - Trade waste monitoring
 - Wastewater treatment plant/disposal facilities audits
 - Manhole audits
 - Pre-storm and seasonal readiness
 - Stormwater Pump Stations/Detention Ponds Audits
- **Emergency Response**
 - Emergency Response Planning
 - Business continuity
- **Compliance**
 - Monitoring and reporting
- **Contract Management**
- **H&S**
 - Systems and processes
 - Monitoring and reporting
- **SOPs**
 - Establishment
 - Training
 - Monitoring and update

10.5 Renewals Plan

10.5.1 Renewals Planning

Asset renewal is the process of restoring the level of service delivered by an asset to its original design level, by upgrading or replacing the degraded components. The purpose of the renewal strategy is to maintain the levels of service by identifying the most cost-effective time to renew individual or groups of assets.

As with many Three Waters networks the average age of the asset base continues to increase and with this the renewals requirement. There is a focus on undertaking asset condition assessments to confirm the extent and timing of asset renewal requirement.

10.5.2 Renewals Approach

The renewals planning approach is criticality and risk based where highest criticality and risk rated assets take highest renewals priority.

Ongoing condition assessments also help to provide pipe condition evidence, rather than relying on theoretical aged-based renewals alone.

BDC aims to improve network reliability by renewing and upgrading the networks based on **condition and criticality**.

Capturing better data will improve the quality of decisions and enable more prioritised and targeted investment. We are proposing an investment strategy to improve performance by reducing the backlog (and risk) in renewals over the next 30 years.

Budget Allowances for Planned and Reactive Renewals projects.



10.5.3 Renewals Extent

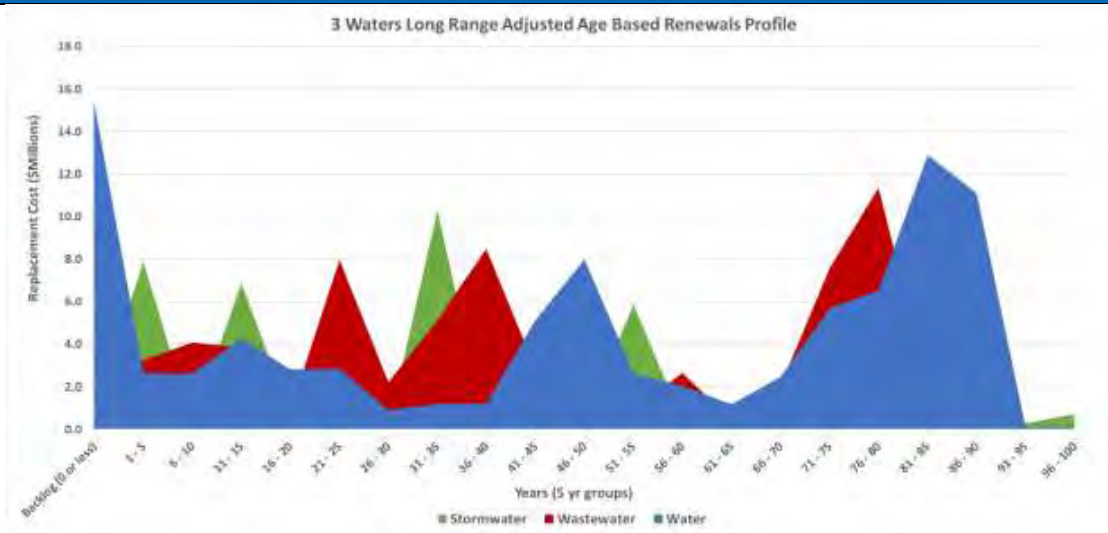
The renewals budgets proposed aim to maintain a sustainable asset base that is renewed at a pace that matches deterioration.

Renewals Budgets are developed based on:

- Asset Data ‘age-based’ adjusted life renewal profiles
- Fault information
- Asset criticality
- Sustainability investment levels
- Capability and capacity of staff and contractors to deliver projects
- Retain a level of budget for reactive renewals (based on history) to ensure that failed items can be replaced immediately

To note:

- Renewals needs are heavily dominated by pipe networks
- The recommended programme has been prioritised to achieve a balance between critical and non-critical assets
- Deferral of renewal projects that make up the proposed budgets will lift the risk of increased service failures resulting in interrupted water supply and continued leakage, and unplanned overflows from wastewater pipes as well as elevated health and safety risks arising from collapsed or failed assets. Consequential rise in unplanned maintenance expenses.



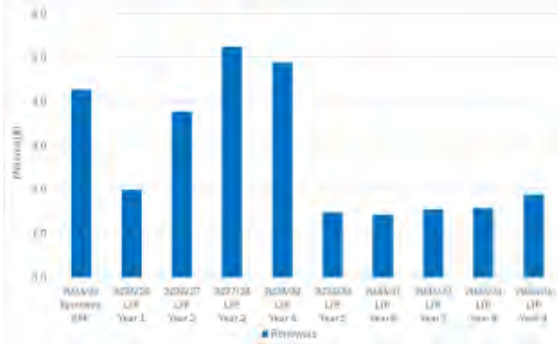
Source: 3 Waters 2024 Valuation (30th June)

Water Activity	30 year average renewal requirement (Adjusted remaining life)
Water	1,049,936
Wastewater	839,656
Stormwater	669,314

10.6 Renewals Investment Forecasts Summary

10.6.1 Water Renewals

The charts below show the proposed 9 Year Water Supply renewals investment forecast:

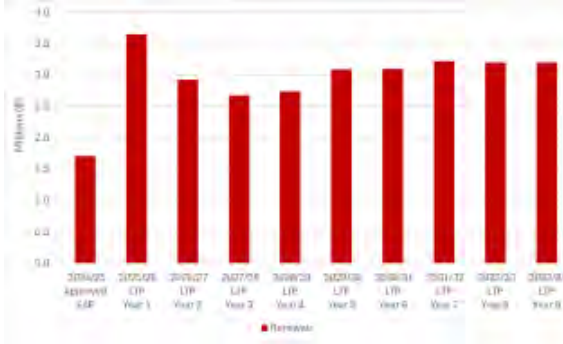


Source: (2025 02 04) LTP Budgets

Water 9 Year Renewals: \$23.81M

10.6.2 Wastewater Renewals

The charts below show the proposed 9 Year Wastewater renewals investment forecast:

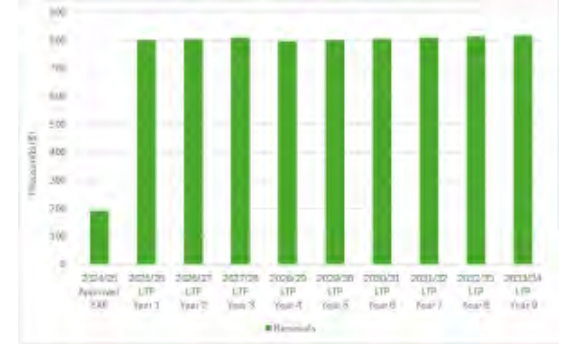


Source: (2025 02 04) LTP Budgets

Wastewater 9 Year Renewals: \$27.79M

10.6.3 Stormwater Renewals

The charts below show the proposed 9 Year Stormwater renewals investment forecast:



Source: (2025 02 04) LTP Budgets

Stormwater 9 Year Renewals: \$7.26M

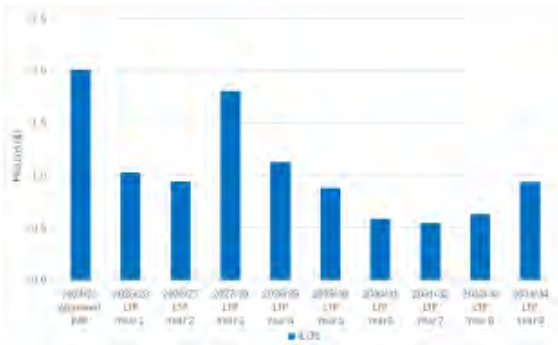
10.7 Capital Plan

10.7.1 Capital Plan Drivers	10.7.2 Key Capital Plan Issues
<p>Asset creation is the process driven by consumer growth or levels of service and, more importantly, water safety drivers. New capital investment involves the design and construction of new assets that will increase the capacity and/or performance of the Three Waters networks.</p> <p>Key Asset Creation Drivers Are:</p> <ul style="list-style-type: none"> To meet legislative compliance including DWSNZ where possible To meet the demands of growth by supplying water to Council’s customers through efficient utilisation of natural resources To meet the levels of service with respect to safe and effective supply of water in every town where applicable <p>Capital planning priorities are highlighted below:</p> <p>Three Waters</p> <ul style="list-style-type: none"> Asset condition assessments Asset data updated based on assessments Improvement of asset data quality and completeness Improvement and further development of renewals planning and programme development Review of Capital delivery framework Responding to legislative and compliance requirements <p>Water</p> <ul style="list-style-type: none"> Resource consent review and improvement programme to ensure all consent conditions are met on time Ongoing Drinking Water Safety infrastructure upgrade programme implementation Drinking water standards compliance Investigations and master planning for water supply expansion in the district <p>Wastewater</p> <ul style="list-style-type: none"> Seeking resource consent and improvement programme to ensure all consent conditions are met on time Treatment plant upgrade planning and budgeting in response to performance and emerging changes to achieve discharge quality standards Investigations and master planning for wastewater expansion in the district <p>Stormwater</p> <ul style="list-style-type: none"> Seeking resource consent and improvement programme to ensure all consent conditions are met in the required timeframes Stormwater scheme planning and upgrade in response to current and emerging issues particularly climate change impacts Ensure compliance with comprehensive stormwater discharge consent 	<p>Water Supply Asset Upgrade Plans</p> <p>The communities serviced by the BDC water supplies are not currently undergoing a significant growth phase, so there are limited requirements to increase system capacity. Community feedback, with the exception of the Westport supply, suggests a general level of satisfaction with the current water services provided, so there are very few customer-led drivers to improve the water supplies.</p> <p>The lack of community drivers means that there are relatively few asset upgrade projects undertaken annually. There certainly is no need to establish a formal procedure to rank potential upgrade projects or set selection criteria.</p> <p>The most significant external driver towards water supply upgrades is the Health (Drinking Water) Amendment Bill, which was passed in 2007. This sets to establish mandatory minimum requirements for all drinking water supplies and provides a timeline for achieving these standards.</p> <p>Wastewater Asset Upgrade Plans</p> <p>The communities serviced by the sewer systems are not currently undergoing a significant growth phase, so there are limited requirements to increase coverage system based on growth. However, the environmental impact of the existing systems in several communities is providing increasing justification for upgrades to wastewater treatment and disposal.</p> <p>Stormwater Asset Upgrade Plan</p> <p>Without any significant growth projected, there are negligible upgrade requirements associated with the extension of service areas.</p> <p>There are no specific items included within the five-year upgrade plan.</p>

10.8 Capital Investment Forecasts Summary

10.8.1 Water New Capital (LOS)

The chart below shows the proposed 10 Year Drinking Water Networks LOS capital investment forecast. See Section 9 for detailed programme forecasts.

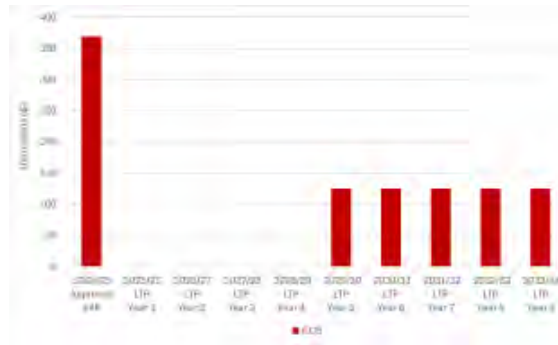


Source: (2025 02 04) LTP Budgets

Water 9 Year LOS: \$8.48M

10.8.2 Wastewater New Capital (LOS)

The chart below shows the proposed 10 Year Wastewater Networks LOS capital investment forecast. See Section 9 for detailed programme forecasts.



Source: (2025 02 04) LTP Budgets

Wastewater 9 Year LOS: \$625.0K

10.8.3 Stormwater New Capital (LOS)

The chart below shows the proposed 10 Year Stormwater Network LOS capital investment forecast. See Section 9 for detailed programme forecasts.



Source: (2025 02 04) LTP Budgets

There are no LOS projects within the 9-year LTP budgets.

10.9 Asset Disposal Plan

10.9.1 Asset Disposal

Disposal is the retirement or sale of assets, whether surplus or replaced by new or improved systems. Assets may need to be disposed of for a number of reasons, particularly if they fall under some criteria, including those identified below:

- Under utilisation
- Obsolescence
- Cost inefficiency
- Policy change
- Provision exceeds required Levels of Service
- Service provided by other means (e.g. private sector involvement)
- Potential risk of ownership (financial, environmental, legal, social)

As part of the lifecycle asset management process, Council considers the costs of asset disposal in the long-term financial forecasts. These costs are generally incorporated in the capital cost of level of service increases or asset renewals. While there are assets that fit under one or more of the above criteria, the Local Government Act provides clear instances when assets can be disposed of.

Council has no plans to dispose of any Three Waters assets other than those that become obsolete as a result of renewal or upgrading works.

10.9.2 Scheme Summaries

The tables and figures below show the 8 Drinking Water and 3 Wastewater Schemes managed by BDC. Please see 'Appendix A - Drinking Water Scheme Summaries' and 'Appendix B – Wastewater Scheme Summaries' for details on each individual scheme.

Water Supply Schemes

- Little Wanganui,
- Waimangaroa,
- Westport (incl. Carters Beach),
- Inangahua Junction,
- Reefton,
- Punakaiki
- Mokihinui
- Ngakawau-Hector (largely operated and maintained by community)
- Cape Foulwind



Wastewater Schemes

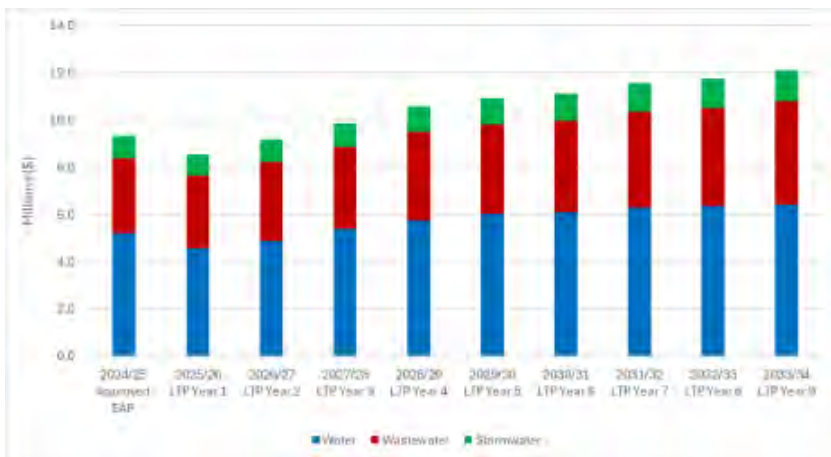
- Little Wanganui
- Westport
- Reefton



11 Draft Investment Forecasts

11.1 Total 9 Year Operational Investment Summary

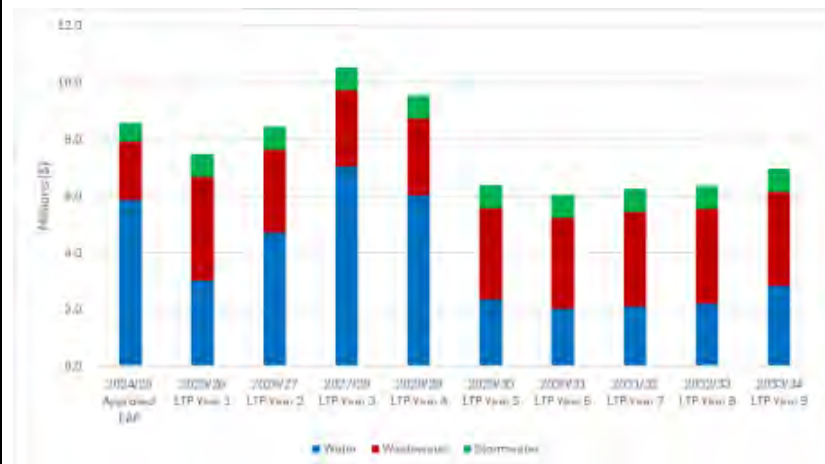
The charts below show the proposed 10 Year Water Supply operational investment forecast. See appendix for detailed programme forecasts.



Source: (2025 02 04) LTP Budgets

11.2 Total Three Waters Capital Investment Summary

The charts below show the proposed 10 Year Water Supply capital investment forecast. See s8.5 for detailed programme forecasts.





Source: (2025 02 04) LTP Budgets

Total 9 Year Three Waters Capital Investment: \$67.96M

11.3 9 Year Operational Budget Detail

11.3.1 Water Operational Budget Forecast

The table below shows the proposed 10 Year Water Supply operational investment forecast by scheme. See appendix for detailed programme forecasts.

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Opex	5,204,583	4,570,385	4,900,016	5,392,737	5,755,243	6,027,272	6,096,066	6,286,573	6,346,060	6,403,235	51,777,588
WESTPORT WATER	3,601,726	3,061,189	3,280,265	3,554,691	3,966,776	4,183,135	4,227,408	4,342,090	4,373,724	4,403,163	35,392,441
REEFTON WATER	792,614	740,448	813,251	817,177	879,854	871,270	885,938	914,862	931,410	946,652	7,800,864
WAIMANGAROA WATER	264,301	224,324	227,957	236,418	250,106	288,749	290,764	300,777	302,207	306,364	2,427,665
LITTLE WANGANUI WATER	29,613	36,312	41,552	46,333	51,654	56,045	58,871	62,419	65,091	67,522	485,799
PUNAKAIKI WATER	231,305	213,885	222,050	234,117	253,040	260,727	260,468	267,801	267,410	266,592	2,246,091
MOKIHINUI WATER	46,129	60,436	67,884	245,807	74,633	83,642	84,980	87,229	88,651	89,798	883,060
INANGAHUA JUNCTION WATER	75,602	76,684	84,697	92,845	103,349	105,042	106,123	109,999	112,561	114,889	906,190
NGAKAWAU-HECTOR WATER	49,037	48,443	49,713	50,704	53,575	54,546	55,524	68,249	69,628	70,880	521,263
CAPE FOULWIND WATER	113,299	107,687	111,638	113,612	121,199	123,035	124,883	132,016	134,221	136,189	1,104,480
SOUTH GRANITY WATER	957	977	1,007	1,033	1,056	1,081	1,106	1,131	1,158	1,185	9,734
Grand Total	5,204,583	4,570,385	4,900,016	5,392,737	5,755,243	6,027,272	6,096,066	6,286,573	6,346,060	6,403,235	51,777,588



11.3.2 Wastewater Operational Budget Forecast

The table below shows the proposed 10 Year Wastewater operational investment forecast by scheme. See appendix for detailed programme forecasts.

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Opex	3,181,459	3,076,601	3,323,091	3,456,975	3,751,449	3,778,789	3,873,643	4,073,559	4,171,974	4,415,581	33,921,664
WESTPORT	2,675,503	2,560,755	2,722,441	2,805,320	2,966,111	3,013,189	3,074,156	3,228,367	3,303,283	3,475,877	27,149,499
REEFTON	453,942	465,901	546,660	595,736	668,227	704,314	735,861	773,778	789,143	793,469	6,073,091
LITTLE WANGANUI	52,014	49,945	53,990	55,919	117,110	61,286	63,626	71,414	79,548	146,235	699,074
Grand Total	3,181,459	3,076,601	3,323,091	3,456,975	3,751,449	3,778,789	3,873,643	4,073,559	4,171,974	4,415,581	33,921,664

11.3.3 Stormwater Operational Budget Forecast

The table below shows the proposed 10 Year Stormwater operational investment forecast. See appendix for detailed programme forecasts.

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Opex											
Stormwater	965,501	894,256	957,364	1,014,340	1,084,379	1,118,498	1,149,299	1,209,062	1,243,451	1,296,386	9,967,036
Grand Total	965,501	894,256	957,364	1,014,340	1,084,379	1,118,498	1,149,299	1,209,062	1,243,451	1,296,386	9,967,036

11.4 9 Year Capital Budget Detail

11.4.1 Water Capital Projects												
	2024/25 AF	2025/26 L1	2026/27 L1	2027/28 L1	2028/29 L1	2029/30 L1	2030/31 L1	2031/32 L1	2032/33 L1	2033/34 L1	9 Year Total	
ILOS	2,007,757	1,028,930	942,938	1,803,793	1,125,932	877,479	586,581	544,067	630,355	935,489	8,475,563	
Assessments & Strategies	6,288										-	
Assessments, Strategies & Modelling	404,351										-	
Backflow Prevention	489,034	373,200	383,650	393,241	401,499	409,529	81,932	70,784	72,200	429,984	2,616,018	
Drinking Water Standards (DWS)	396,201	335,256	363,968	1,273,571	487,751	358,216	347,948	404,783	395,124	457,993	4,424,609	
Koeghans Bridge	-	180,474	-	-	-	-	-	-	-	-	180,474	
Other Capital	49,098	-	102,800	-	107,583	-	111,929	-	116,451	-	438,763	
Other Capital - Easement	108,011	110,000	30,840	31,611	53,791	32,920	33,579	57,084	34,935	35,634	420,395	
Other Capital - Water Resilience Upgrad	54,002	20,000	20,560	63,222	64,550	65,841	-	-	-	-	234,172	
Supply Improvements	19,640										-	
Water Safety compliance upgrades	481,132	10,000	41,120	42,148	10,758	10,973	11,193	11,417	11,645	11,878	161,133	
Renewals	4,259,881	1,989,598	3,771,919	5,240,799	4,877,845	1,485,817	1,431,758	1,548,459	1,582,664	1,885,692	23,814,551	
Assessments & Strategies	62,446	70,000	59,624	61,115	62,398	24,142	24,624	25,117	25,619	26,132	378,770	
Assessments, Strategies & Modelling	166,923	20,000	20,560	21,074	21,517	164,602	22,386	22,834	23,290	183,721	499,982	
Main Renewals	108,634	595,798	680,929	695,137	751,941	659,517	707,577	718,460	747,710	885,764	6,442,833	
Minor Capital	214,971	192,000	197,376	197,042	201,180	205,203	209,307	213,494	217,763	222,119	1,855,484	
Minor Capital	196,380	300,000	308,400	316,110	322,748	329,203	335,787	342,503	349,353	356,340	2,960,445	
Other Capital - Easement	78,554	-	-	-	-	-	-	-	-	-	-	
Reticulation Valves	50,470	45,000	46,260	47,417	48,412	49,380	50,368	51,375	52,403	53,451	444,067	
Supply Improvements	19,640	-	143,920	147,518	150,616	-	-	-	-	-	442,054	
Trunkmain Renewal	3,092,984	-	-	-	3,227,483	-	-	68,501	69,871	71,268	3,437,122	
Tunnell Bracing	-	500,000	2,056,000	3,687,950	-	-	-	-	-	-	6,243,950	
Water Supplies - Minor capital	1,760	1,800	1,850	3,161	3,227	3,292	3,358	3,425	3,494	3,563	27,171	
WTP renewals	267,119	265,000	257,000	64,276	88,322	50,478	78,350	102,751	93,161	83,334	1,082,672	
Grand Total	6,267,638	3,018,528	4,714,857	7,044,592	6,003,776	2,363,296	2,018,339	2,092,526	2,213,019	2,821,181	32,290,114	

11.4.2 Wastewater Projects

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Renewals	1,707,994	3,647,458	2,922,693	2,672,480	2,738,514	3,086,315	3,093,974	3,222,826	3,201,313	3,200,725	27,786,299
CCTV Survey	5,934	45,000	20,720	21,445	6,646	6,859	7,064	7,269	7,473	7,667	130,143
Critical Spares	54,620	12,182	63,103	13,062	13,493	13,925	143,430	88,554	106,206	-	453,955
Main Renewals	108,280	-	113,960	-	-	171,463	-	-	-	191,675	477,098
Mains Replacement	464,666	476,745	850,000	511,195	528,064	684,214	704,741	1,094,151	1,124,787	1,154,032	7,127,928
Minor Capital	193,436	158,097	132,011	136,632	141,141	145,657	150,027	154,377	158,700	162,826	1,339,468
Other Capital	35,661	100,976	58,495	60,542	84,858	64,541	66,477	92,816	70,321	72,149	671,174
Pipeline & Pumpstation	188,902	1,000,000	177,428	226,847	66,953	69,095	189,781	73,232	75,282	77,240	1,955,859
Separation Stormwater/Wastewater ILOS			200,000	200,000	500,000	500,000	500,000	500,000	500,000	500,000	3,400,000
Sewer Modelling & Separation	94,760	400,000	414,400	428,904	443,058	457,236	470,953	484,610	498,179	511,132	4,108,472
Treatment Plant	168,977	450,000	207,200	214,452	221,529	228,618	235,476	242,305	249,090	255,566	2,304,236
WASTEWATER	196,379	400,000	310,800	321,678	332,293	342,927	353,215	363,458	373,635	255,566	3,053,571
WWTP renewals	196,379	604,458	374,576	537,723	400,480	401,780	272,810	122,053	37,641	12,873	2,764,394
ILOS	368,792					125,000	125,000	125,000	125,000	125,000	625,000
Install additional manholes	23,252										-
Main Renewals	73,643										-
Mains Replacement						125,000	125,000	125,000	125,000	125,000	625,000
Pipeline & Pumpstation	213,676										-
Treatment Plant	58,221										-
Grand Total	2,076,786	3,647,458	2,922,693	2,672,480	2,738,514	3,211,315	3,218,974	3,347,826	3,326,313	3,325,725	28,411,299

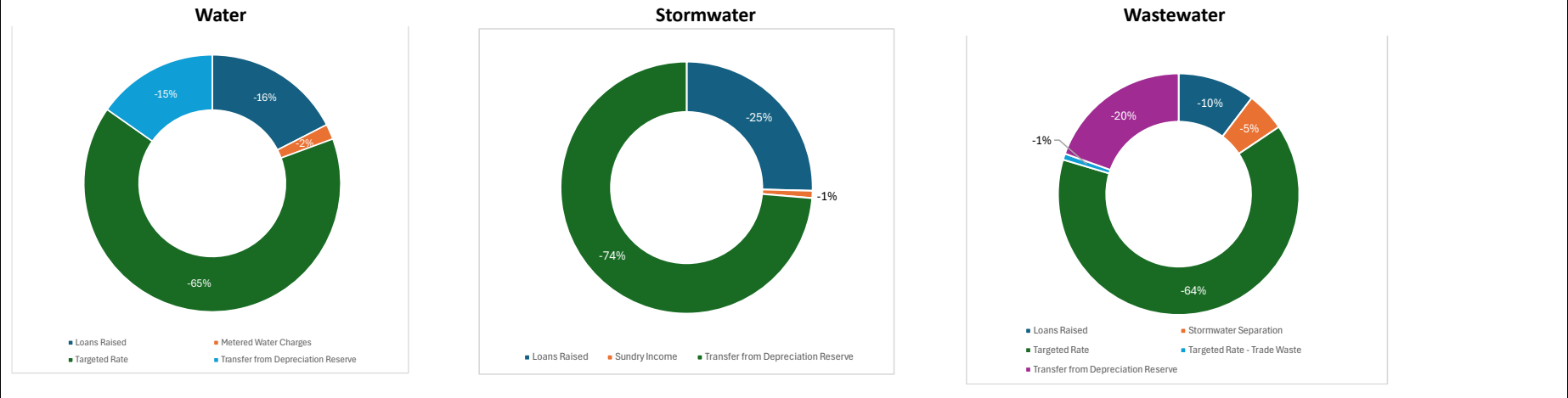
11.4.3 Stormwater Projects											
	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Renewals	190,584	800,371	805,064	809,792	797,667	801,752	805,705	809,640	813,550	817,283	7,260,825
Assessments & Investigation:	49,097	50,371	52,184	54,011	39,056	40,305	41,514	42,718	43,915	45,056	409,131
Main Replacement	43,296	670,000	670,000	670,000	670,000	670,000	670,000	670,000	670,000	670,000	6,030,000
Minor Capital	98,191	80,000	82,880	85,781	88,612	91,447	94,191	96,922	99,636	102,226	821,694
ILOS	446,817										-
Flooding mitigations works	446,817										-
Grand Total	637,401	800,371	805,064	809,792	797,667	801,752	805,705	809,640	813,550	817,283	7,260,825

11.5 Funding Three Waters

11.5.1 Funding Arrangements

The charts below show the proposed 9 Year Three Waters funding forecast.

This information is draft to be confirmed based on latest FIS (awaited)



12 People and AM Systems

12.1 People

Buller District Council structure for the delivery of asset management, engineering design and operational management of services is shown below:



Staff hired by the Council are suitably qualified or are assisted to reach the required level of qualification and training. This includes both professional and operations staff. Nearly all of the Infrastructure Department staff hold or are engaged in study towards an NZQA accredited National Diploma.

An active in-house mentoring programme is run by the Council to ensure engineering staff continue their professional development. Additionally, staff are often active in national associations, peer exchanges and information sharing with other authorities.

During periods of peak workload which put pressure on internal resources, practice in the past has been to engage short term contract staff and the use of external outsourced resources.

NZ Water Competency Framework - Assessment of staffing levels needs to consider the skill requirements to meet the demands of the infrastructure that Council does and will own and operate. Increases in the complexity of water and wastewater treatment plants will occur as drinking water and environmental standards increase. The complexity of these plants and their associated resource consent compliance will require skilled and trained engineers for their operation, maintenance and supervision. Council needs to stay abreast of any resource requirements and qualifications to ensure the most appropriate method for delivery of the required levels of service.

12.2 Systems

The charts below show the proposed 10 Year Water Supply capital investment forecast. See s8.5 for detailed programme forecasts.

System	Description
Risk Management Systems	Council has a Risk register and Risk Management Manual. The Risk Schedule is updated on a regular basis.
Accounting/Financial Systems	BDC operates the MagiQ financial accounting system. The MagiQ financial accounting systems is used for financial transactions, accounting fixed asset register and customer interaction recording.
Asset Data System- AssetFinda	<p>Council has implemented a computerised asset management system called AssetFinda, with key features:</p> <ul style="list-style-type: none"> • Asset Register: Records all significant assets and links to GIS • Accounting: Calculates valuation and depreciation as well as prepares financial forecasts based on planned renewals • Quality Assurance and Audit Trail: Records additions, disposals, changes in geometry (e.g. length, location, orientation) or changes to attributes (e.g. material, diameter, condition etc) • Contract Management: Produces Works Orders and tracks payments – this is currently in the process of being implemented • Maintenance History: Records maintenance events – this is currently in the process of being implemented • Predictive Analysis: Provides condition monitoring information that tracks asset deterioration and identifies when an asset is likely to reach the end of its useful life. Also permits ‘what if’ scenarios to be modelled, which optimises renewal decision-making
GIS	Displays the Three Waters networks and asset data spatially and links to AssetFinda.

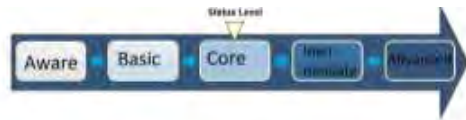
13 AM Continual Improvement

13.1 AM Maturity

BDC is committed to continually improve asset management practices, processes, and tools. This is essential to ensure the asset system and services are effectively managed and delivered over the long term. AM practice is being developed in keeping with the NAMS guidelines as presented in their suite of asset management publications including the 2015 IIMM. Council is committed to delivering the most appropriate levels of service balanced with affordability and good industry practice.

Core and Advanced AM

The AM Policy states that Council is committed to meeting at least core AM status for all activities. This is the most appropriate status for the scale, value and risk appetite of Council. The appropriate AM status level will be reviewed periodically.



13.2 Asset Management Improvement Plan

The key improvement actions items include:

- Continue to respond and adapt to the ongoing Three Waters reform programme 'Local Water Done Well'
- Continue to review and improve AM systems and processes
- Continue to build core asset management capability
- Carry out asset data cleansing and verify asset condition information
- Continue to improve the confidence and accuracy in locational asset data
- Continue to assess the asset condition of below ground assets
- Carry out asset criticality assessment and ratings
- Continue to develop and implement condition-based reticulation renewals strategy
- Continue capital investment in water assets to ensure consent compliance and operational efficiencies

The following key improvement items have been identified in the recently completed Water Services viability assessment:

- Further assessment of the adequacy, planning and programming of the Three Waters Renewals Programme
- Further assessment of the future Three Waters resource consenting requirements and related planning and budgeting for this area of work
- Further assessment of the resources and procedures required to ensure the delivery of the proposed upscaled capital works programme
- Further assessment and Opex budget provision for the increasing regulatory requirements (proposed in the Water Reform programme), and possible increases in future maintenance contract costs

13.4 SAM Improvement Monitoring Procedures

The Improvement Plan activities and priorities will be regularly reviewed, and progress reported on in order to ensure that a programme of continuous AM improvement is achieved.

What has been improved since 2021 AMP

- Have implemented quarterly contractor reviews for 3 Waters and Roading that see the ETC, co-ordinators and support staff meet with our contractors with minuted meetings, review of KIP performance and contractor performance
- Monthly capital works meetings are held by co-ordinators and support staff with contractors to plan and review progress on capital works projects and the renewals program
- Planning department has filled all roles with BDC permanent staff and no longer rely on contractors. As a result, we now have a dedicated Infrastructure Asset TSO and a Development Engineer.
- BDC have implemented a renewals strategy that focuses on delivering a 10 year programme of scheduled renewals that should result in a significant improvement in asset replacement rather than reactive, run to fail approach.
- BDC now have a full-time Capital Works Manager and associated TSO that oversee the larger and more complex capital works programmes and deal with financial reporting and the management of Project Managers.
- A government funded Master Planning project is underway and will substantially inform the future of Westport and associated infrastructure requirements and our response to future unplanned events.

Key 2025 Improvement Items

- Ongoing asset data completeness and quality improvement
- Ongoing asset condition assessments and data update
- Ongoing development of renewal strategy and programme
- Ongoing review of outcome of Westport Master Planning and Three Waters responses
- Ongoing response to the 'Local Water Done Well' programme
- Review of future growth trends and any changes to growth funded projects in next LTP
- Ongoing planning about small schemes water treatment and compliance

APPENDICES:

APPENDIX A – WATER SUPPLY SUMMARIES
MOKIHINUI SUPPLY

Supply Overview

The Mokihinui Water Supply Scheme serves Mokihinui, a small settlement in the Buller District, 42km north of Westport.

The figure below outlines the extent of Mokihinui Water Supply Scheme.

Scheme Asset Information

The major assets included in the Mokihinui Water Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Intake	-	1
Reservoir	50m ³	1
Pump stations*	-	1
Gravity Main	25 – 110mm	2,162m
Rising Main	50mm	110m
Trunk Main	110mm	77m
Service	15 – 50mm	57m
Valve/ Toby	20 - 100mm	34

Source: AssetFinda 17/02/25

**A pumping station in Brewery Creek augments the water supply during periods when the main supply has insufficient water, following periods of low rainfall.*

Asset Valuation

The chart below summarises the 2024 asset valuation for the Mokihinui water supply:



Source: 3 Waters 2024 Valuation (30th June)



Serviced Population
100



Connected Properties
40 property connections which are primarily residential, with a campground and milking shed



Type of Supply
On demand, medium networked supply



Source Water
2 Intakes: Unnamed creek (Section 57 Block XI Mokihinui Survey District) and Brewery Stream

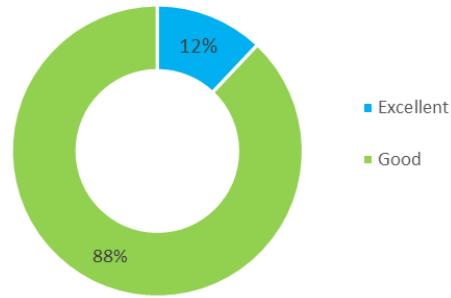


Treatment
No treatment/disinfection - permanent boil water notice in place

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Mokihinui water supply:

Mokihinui Asset Condition - Water Lines



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figure below shows the critical assets for the Mokihinui Water Supply Scheme:



Key Supply Issues & 1-3 Year Priorities
Key Supply issues:

- Mokihinui consists of low-risk residential connections, but has several connections considered at high risk from backflow (campground, tavern and milking shed). These will need further investigations to establish compliance with the Water Services Act 2021. Domestic properties do not have non-testable backflow prevention devices.
- On a permanent boiled water notice and easement required.
- Taumata Arowai has sent BDC expectation for compliance for the Mokihinui supply.
- Unnamed Creek intake and access track has no easement. Access to Brewery Creek via vehicle has no right of way easement.

1-3 Year Priorities:

- Obtain compliance with Drinking Water Quality Assurance Rules or alternative solution accepted by Taumata Arowai.
- Water pipeline and right of way access easements application

Risk Management

The most significant factor is that this is an untreated water supply. The supply is on a permanent water notice.

As highlighted below, BDC is liaising with Taumata Arowai to secure an approved funding plan to achieve bacteria/protozoa compliance by June 2025, with project completion expected by December 2025.

The high residual risks associated with the Mokihinui water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Untreated Water	<p>The Mokihinui water supply is untreated with no disinfection.</p> <p>Water sampling shows high levels of bacteria.</p> <p>BDC is in breach of its obligations under the Water Services Act 2021, and Taumata Arowai expects compliance.</p>	Treatment	<p>Several houses have water tanks installed which provide the water used for consumption.</p> <p>Permanent Boil Water Notice communicated to residents</p>	Invest in a solution approved by Taumata Arowai for compliance.

Performance Measures and Compliance

The table below details Mokihinui's compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	No
Protozoa compliance	No
Chemical compliance	N/A
Boiling water notices in place	Permanent boiled water notice in place
Fluoridation	No
Average consumption of drinking water	Not measured – no flow meter
Water restrictions in place (last 3 years)	No
Firefighting sufficient	No hydrants
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

There are a total of three Water Permits, one Discharge Permit and one Land Use Consent associated with the Mokihinui water supply, as shown in the table below. These were all granted in May 2002 and apply for a 35 year term.

Consent No	Expiry date	Allowable take	Comments
RC01283/1	25/06/2037	na	To dam an unnamed creek tributary of the Mokihinui River
RC01283/2		50 l/s	To divert flow from an unnamed creek tributary of the Mokihinui River
RC01283/3		na	Contaminants to water
RC01283/4		na	Works in or on beds of rivers and lakes
RC01283/5		2.5 l/s	Take surface water from Brewery Creek



Operation and Maintenance

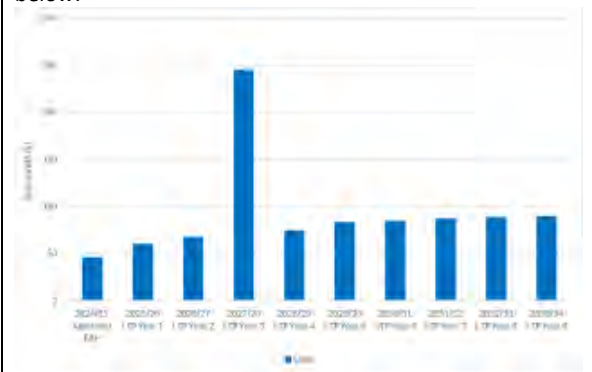
The Mokihinui Water Supply Scheme is managed by Council staff, but the local residents undertake the general day to day maintenance of this supply. The most significant maintenance work typically undertaken by the local users is the cleaning out of sediment build up within the reservoir, which is typically required annually.

For large or specialist repairs Council staff will arrange for external contractors to undertake or assist with the work. The use of external contractors may increase if specialist treatment equipment is installed, at some time in the future.

Council staff intend to maintain the community involvement in the monitoring and maintenance of their supply. This provides the community with a sense of ownership of their supply and it also alleviates some of the difficulties associated with managing a water supply in a remote location. Improvement works around site access and legal easements/access with landowners is being undertaken.

9-Year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



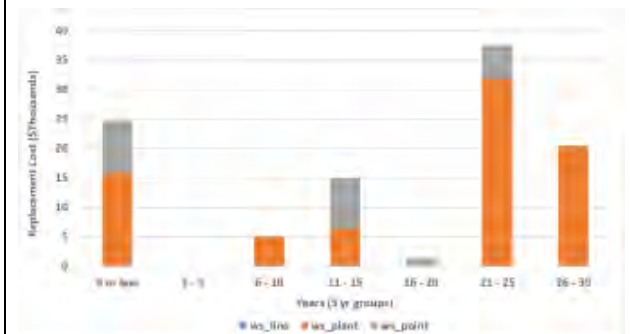
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$883.1K

Renewals

The supply’s water mains were all installed at around the same time and are expected to deteriorate at a similar rate. This makes the renewal requirements relatively simple to predict.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$59.5K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$3,500.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-Year LTP Total
Minor Capital	59,481
Grand Total	59,481

Source: (2025 02 04) LTP Budgets

New Capital

Taumata Arowai has sent expectations for Buller District Council to have an approved funding plan to achieve bacteria/protozoa compliance by June 2025, and project completion by December 2025

The current Unnamed Creek doesn’t have an easement on either the access track of the pipeline. This is going to be obtained during the LTP.

9-year New Capital investment

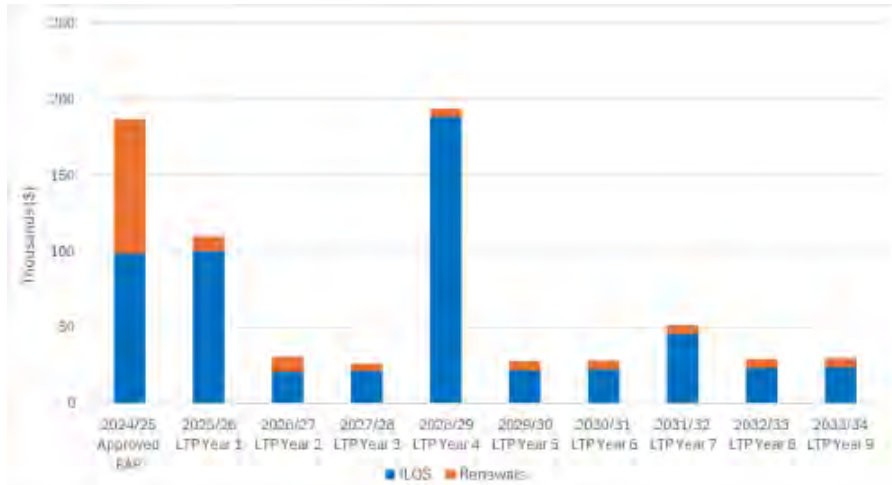
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Drinking Water Standards (DWS)	342,600
Other Capital - Easement	124,350
Grand Total	466,950

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9-Year Capital Total (including renewals): \$526.4K



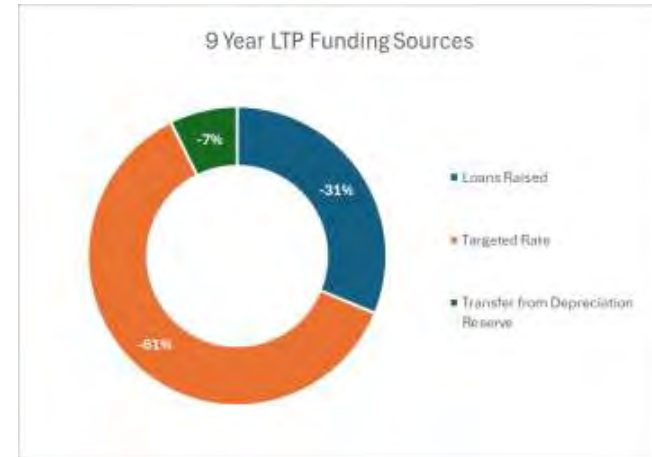
Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Mokihinui is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

LITTLE WANGANUI SUPPLY

Supply Overview

The Little Wanganui Water Supply Scheme serves the Little Wanganui Subdivision, a small settlement in the Buller District, 75km north of Westport.

The figure below outlines the extent of the Little Wanganui Water Supply Scheme.



Serviced Population
50



Connected Properties
45 property connections (all residential), with a mix of permanent residents and holiday homes



Type of Supply
On Demand, medium networked supply



Source Water
Unnamed Stream



Treatment
No treatment/disinfection - permanent boil water notice in place

Scheme Asset Information

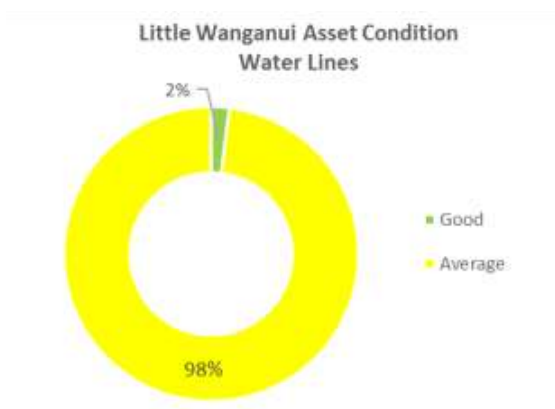
The major assets included in the Little Wanganui Water Supply Scheme are detailed in the table below:

Assets	Size	Length / No.
Intake	-	1
Reservoirs	5,000 gal. (22.7m3)	2
Gravity Main	50mm	1,930m
Rider Main	32mm	39m
Service lines	12-20mm	112m
Valve / Toby	15 - 50 mm	45

Source: AssetFinda 17/02/25

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Little Wanganui water supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Valuation

The chart below summarises the 2024 asset valuation for the Little Wanganui water supply:



Source: 3 Waters 2024 Valuation (30th June)

Asset Criticality

The figure below shows the critical assets for the Little Wanganui Water Supply Scheme:



The figure above clearly shows the mains from the intake to the reticulation as highly critical within the Little Wanganui Water Supply.

Key Supply Issues & 1-3 Year Priorities

Key Supply Issues:

- On a permanent boiled water notice
- Easement issues and access to land
- Untreated water supply with reasonably high bacteria count.
- Small ratepayer base to afford significant upgrades.
- Supply non-compliant against several resource consent conditions.
- Insufficient volume in reservoirs.
- Discoloured water is frequent during rainfall events.

1-3 Year Priorities:

- Obtain compliance with Drinking Water Quality Assurance Rules or alternative solution accepted by Taumata Arowai.

Risk Management

The most significant factor is that this is an untreated water supply. The supply is on a permanent water notice.

As highlighted below, BDC is liaising with Taumata Arowai to secure an approved funding plan to achieve bacteria/protozoa compliance by June 2025, with project completion expected by December 2025.

The high residual risks associated with the Little Wanganui water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Untreated Water	The Little Wanganui water supply is untreated with no disinfection.	Treatment	Permanent Boil Water Notice communicated to residents	Invest in a solution approved by Taumata Arowai for compliance.
Resource Consent non-compliance	Water sampling shows high levels of bacteria. BDC are not compliant with several conditions associated with measuring volumes and fish passage requirements.	Resource Consent		

Performance Measures and Compliance

The table below details Little Wanganui’s compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	No
Protozoa compliance	No
Chemical compliance	N/A
Boiling water notices in place	Permanent boiled water notice in place
Fluoridation	No
Average consumption of drinking water	Not measured – no flow meter
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	No hydrants
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

There is one Water Permit, for abstraction, and one Land Use Consent, for the intake structure, associated with the Little Wanganui water supply. These were all granted in January 2004 and apply for a 35-year term.

Consent No	Expiry date	Allowable take	Comments
RC96064V	5/01/2039	57 m ³ /day	Water take for public water supply from unnamed tributary from of Little Wanganui River
Land Use	5/01/2039		For the purpose of maintaining a dam structure in the bed of an unnamed tributary of the Little Wanganui River and associated

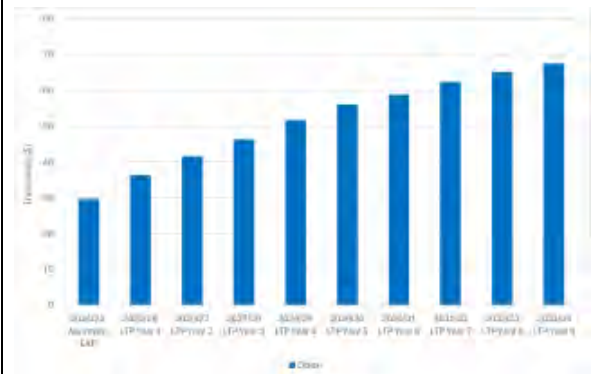


Operation and Maintenance

The Little Wanganui supply is managed by Council staff, while the operation and maintenance is contracted to WestReef Services Ltd. Currently Council has limited cover for operational staff and this needs further consideration to ensure continued service delivery at agreed Levels of Service.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



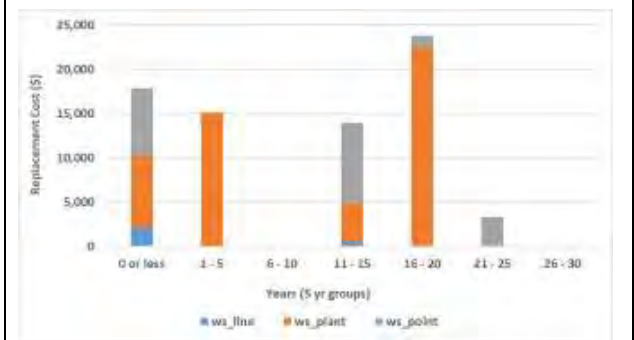
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$485.8K

Renewals

The supply’s watermainns were all installed at the same time and they are expected to deteriorate at a similar rate. This makes the renewal management relatively simple and the benefits achievable from more sophisticated deterioration analysis are only limited.

The table below outlines the expected renewals requirement over the next 30 years The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$88.8K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$2,500.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Minor Capital	88,813
Grand Total	88,813

Source: (2025 02 04) LTP Budgets

New Capital

Taumata Arowai has sent expectations for Buller District Council to have an approved funding plan to achieve bacteria/protozoa compliance by June 2025, and project completion by December 2025

The current intake access or upper pipework do not have an easement on either the access track of the pipeline. This is going to be obtained during the LTP.

9-year New Capital investment

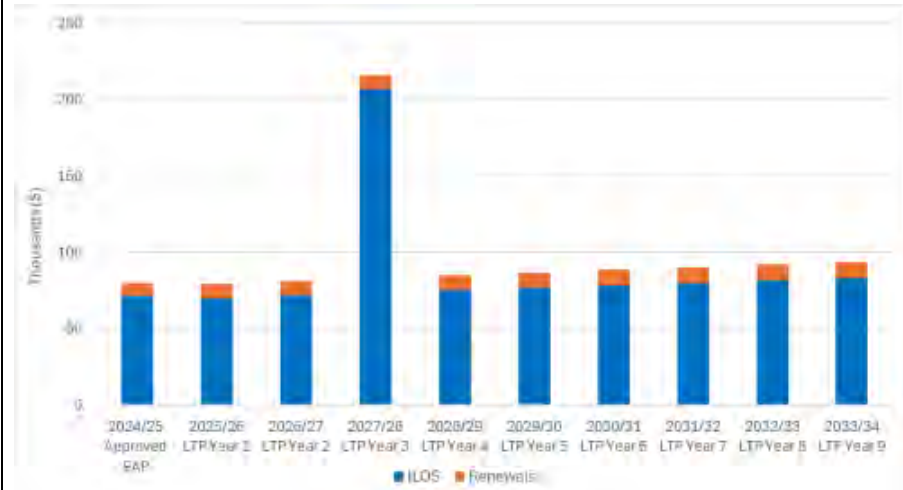
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Drinking Water Standards (DWS)	527,578
Other Capital - Easement	296,045
Grand Total	823,623

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$912.4K



Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Little Wanganui is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

HECTOR/NGAKAWAU SUPPLY

Supply Overview

This water supply serves the Townships of Ngakawau and Hector, located at the mouth of the Ngakawau River.

The figure below outlines the extent of the Hector/Ngakawau Water Supply Scheme.



Population
435



Residential Properties
The supply serves 154 properties



Type of Supply
On Demand



Source Water
Stream



Treatment
No treatment/disinfection - permanent boil water notice in place

Scheme Asset Information

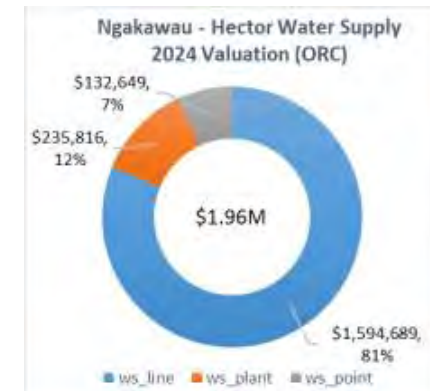
The major assets included in the Hector/Ngakawau Water Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Reservoir	110m ³	1
Storage Tank	-	3
Gravity Main	15 - 150 mm	6588m
Service lines	15 - 20mm	62m
Valve / Toby	15 - 150 mm	47
Fire Hydrants	-	14

Source: AssetFinda 17/02/25

Asset Valuation

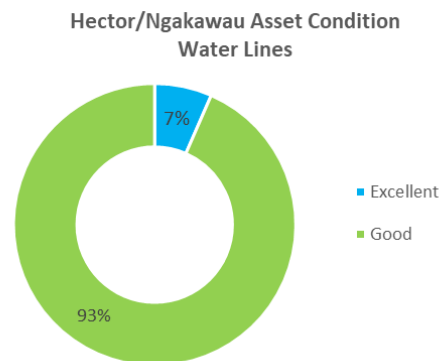
The chart below summarises the 2024 asset valuation for the Hector/Ngakawau water supply:



Source: 3 Waters 2024 Valuation (30th June)

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Hector/Ngakawau water supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figure below shows the critical assets for the Hector/Ngakawau Water Supply Scheme:



Key Supply Issues & 1-3 Year Priorities

Risk Management

Key Supply Issues:

- On a permanent boiled water notice
- Untreated Water supply
- Non- compliance with DWQAR



The most significant factor is that this is an untreated water supply. The supply is on a permanent water notice.

Performance Measures and Compliance

The table below details Hector/Ngakawau’s compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	No
Protozoa compliance	No
Chemical compliance	N/A
Boiling water notices in place	Permanent boiled water notice in place
Fluoridation	No
Average consumption of drinking water	Not measured – no flow meter
Water restrictions in place (last 3 years)	No
Firefighting sufficient	N/A
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

There is a Water Permit, a Discharge Permit and a Land Use Consent associated with this water supply. These were all granted in May 2002 and apply for a 35-year term.

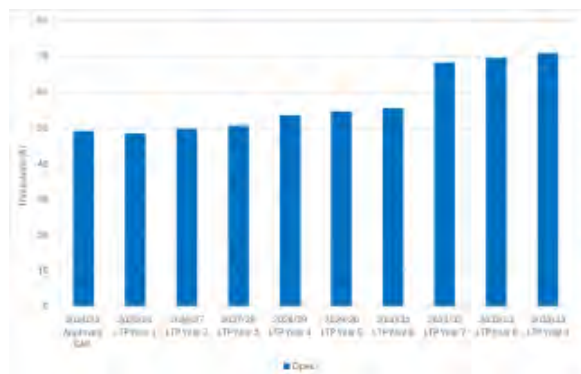
Consent No	Expiry date	Allowable take	Comments
RC01284/1	25/06/2037	37.5 l/s	Take surface water from Dean Stream
RC01284/2		na	Contaminants to water
RC01284/3		na	Works in or on beds of rivers and lakes

Operation and Maintenance

The Ngakawau – Hector supply is managed by a local water committee, who undertake the general day to day maintenance of this supply.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



Source: (2025 02 04) LTP Budgets

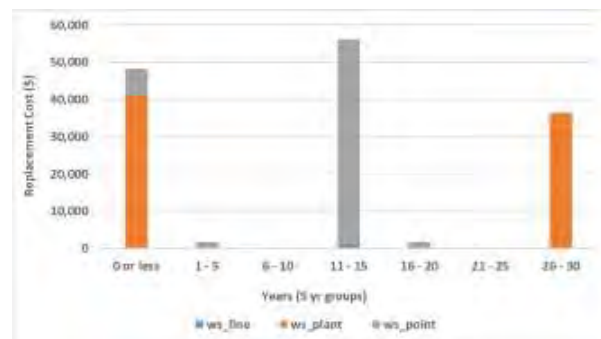
9 Year Operational Investment Total: \$521.3K

Renewals

There is over 6km of water mains installed as part of this water supply. The trunk main consist of PVC and the remainder of the reticulation is mainly galvanised steel.

According to the original information, these mains were all installed at around the same time, and they are expected to deteriorate at a similar rate.

The table below outlines the expected renewals requirement over the next 30 years The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is not an adequate renewals investment (9 Year LTP: \$27.2K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$4,800.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Water Supplies - Minor capital	27,171
Grand Total	27,171

Source: (2025 02 04) LTP Budgets

New Capital

Additional monitoring and treatment upgrades have been prioritised in the 9 year LTP budgets to achieve compliance with Taumata Arowai requirements and Drinking Water Standards.

9-year New Capital investment

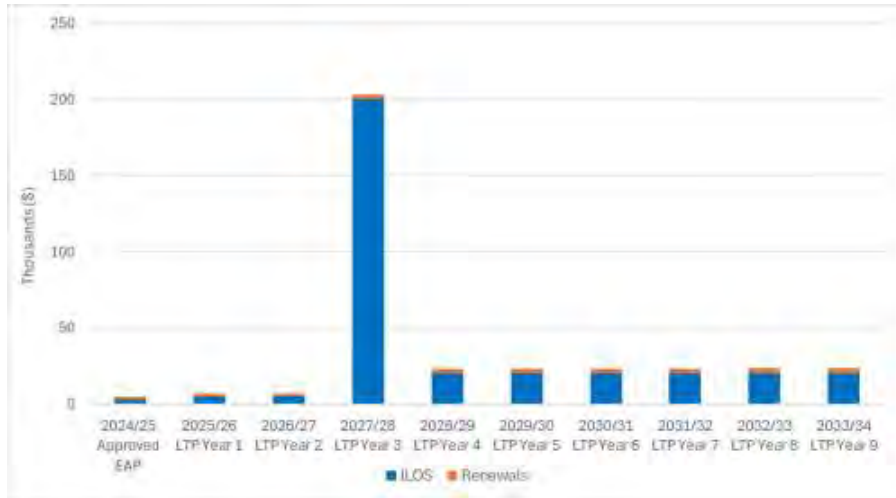
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Drinking Water Standards (DWS)	330,140
Grand Total	330,140

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$357.3K



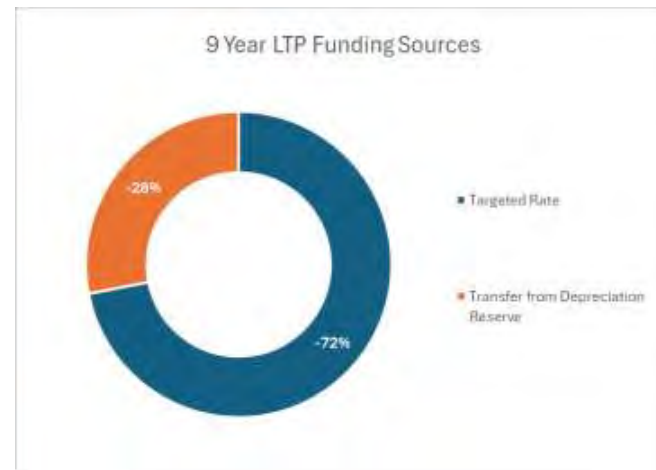
Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

The 1st and 2nd intake and old sedimentation tanks will be disposed of in this AMP period.

Funding the Water Supply

The 9-year LTP funding source for Hector/Ngakawau is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

WAIMANGAROA SUPPLY

Supply Overview

The Waimangaroa Water Supply Scheme serves Waimangaroa, a small settlement in the Buller District, 16km northeast of Westport.

The figure below outlines the extent of the Waimangaroa Water Supply Scheme:



Serviced Population
300



Connected Properties
131 property connections which are mostly residential, with the exception of three agricultural connections



Type of Supply
On Demand, medium networked supply



Source Water
Unnamed Creek



Treatment
No treatment/disinfection - permanent boil water notice in place

Scheme Asset Information

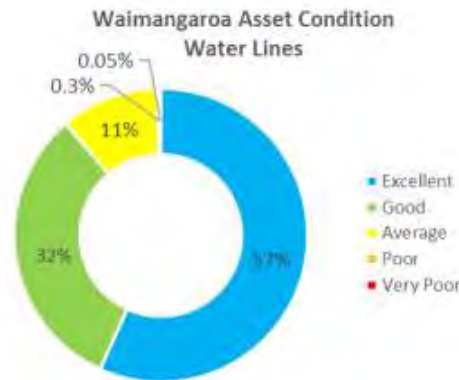
The major assets included in the Waimangaroa Water Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Reservoir	110m ³	1
Gravity Main	20 – 150mm	3,995m
Trunk Main	100 – 180mm	2,491m
Rider Main	63mm	215m
Service line	20 – 150mm	807m
Valve/ Toby	15mm -150mm	119
Fire Hydrant	-	29
Meter	-	5

Source: AssetFinda 17/02/25

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Waimangaroa water supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Valuation

The chart below summarises the 2024 asset valuation for the Waimangaroa water supply:



Source: 3 Waters 2024 Valuation (30th June)

Asset Criticality

The figure below shows the critical assets for the Waimangaroa Water Supply Scheme:



The figure above clearly shows the mains from the intake to the reticulation as highly critical within the Waimangaroa Water Supply.

Key Supply Issues & 1-3 Year Priorities
Key Supply Issues:

- Waimangaroa currently has an untreated water supply sourced from primary source Un-named Creek and secondary source Conns Creek. It is under a permanent 'Boil Water Notice' due to public health risk, and is also vulnerable to loss of supply, poor water quality and maintenance hazards.
- The reticulated raw water is known to have faecal contamination (E.coli has been detected within the reticulation). This is likely to occur from within the source catchment area, where animals (e.g. possum, deer, vermin and birds) are uncontrolled.
- Due to a small ratepayer base, significant upgrades are often unaffordable.
- Conn's Creek source has significant catchment with little control of catchment activity (Denniston).

1-3 Year Priorities:

- Obtain compliance with Drinking Water Quality Assurance Rules or alternative solution accepted by Taumata Arowai.

Risk Management

The most significant factor is that this is an untreated water supply. The supply is on a permanent water notice.

As highlighted below, BDC is liaising with Taumata Arowai to secure an approved funding plan to achieve bacteria/protozoa compliance by June 2025, with project completion expected by December 2025.

The high residual risks associated with the Little Wanganui water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Untreated Water	The Waimangaroa water supply is untreated with no disinfection. Water sampling shows moderate levels of bacteria.	Treatment	Permanent Boil Water Notice communicated to residents	Invest in a solution approved by Taumata Arowai for compliance.

Performance Measures and Compliance

The table below details Waimangaroa's compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	No
Protozoa compliance	No
Chemical compliance	N/A
Boiling water notices in place	Permanent boiled water notice in place
Fluoridation	No
Average consumption of drinking water	670L/day/resident (2023/24)
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	Yes (only 2 have lower flow)
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

There are two Water Permits, 2 Discharge Permit and 3 Land Use Consent associated with the Waimangaroa water supply. The Conn's Creek RC were all granted in May 2002 and apply for a 35-year term. Unnamed Creek RC were granted in April 2022.

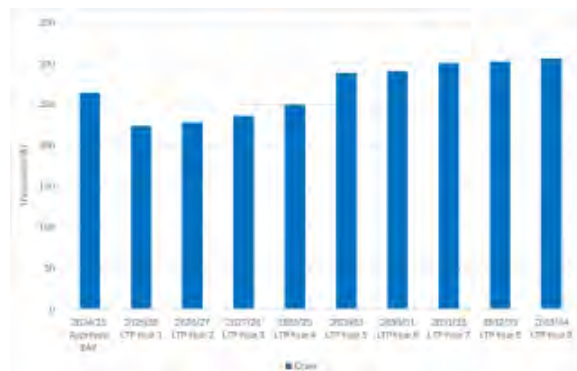
Consent No	Expiry date	Allowable take	Comments
RC01281	25/06/2037	40 l/s	Take a maximum of 40 l/s from Conn's Creek
		na	Contaminants to water
		na	Works in or on beds of rivers and lakes
		na	To dam water in Conn's Creek
RC-2022-0010-01	20/04/2027	na	To undertake earthworks and vegetation clearance
RC-2022-0010-02	20/04/2057		To disturb the bed of Conns Creek and No Name Creek
RC-2022-0010-03	20/04/2057		To take water from No Name Creek
RC-2022-0010-04	20/04/2027		To discharge contaminants

Operation and Maintenance

The Waimangaroa supply is managed by Council staff, while the operation and maintenance is contracted to WestReef Services Ltd.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:

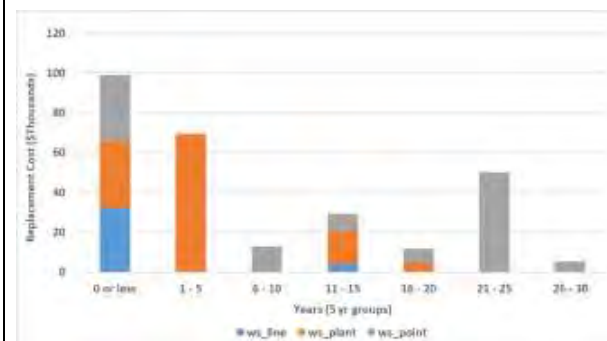


Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$2.43M

Renewals

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$177.6K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$9,200.

9-year Renewals Investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Minor Capital	177,627
Grand Total	177,627

Source: (2025 02 04) LTP Budgets

New Capital

Taumata Arowai has sent expectations for Buller District Council to have an approved funding plan to achieve bacteria/protozoa compliance by June 2025, and project completion by December 2025

The installation of backflow preventors is another key water safety improvement initiative.

9-year New Capital Investment

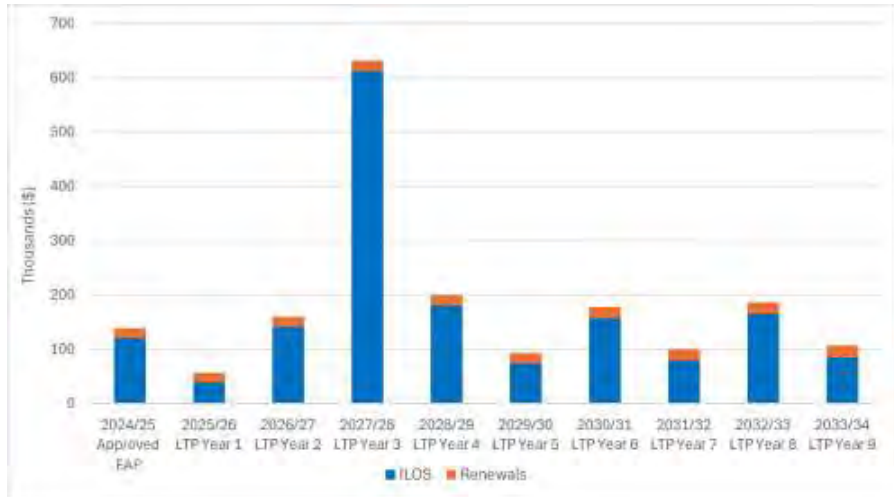
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Drinking Water Standards (DWS)	974,461
Backflow Prevention	118,418
Other Capital	438,763
Grand Total	1,531,642

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$1.71M



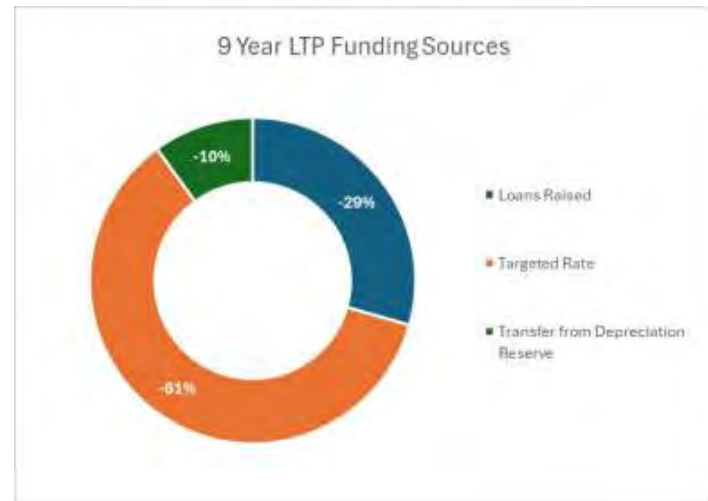
Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9 year LTP funding source for Waimangaroa is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

WESTPORT

Supply Overview

Westport is the largest town in the Buller District. The community includes a burgeoning commercial district, schools, cafés, restaurants and bars and a hospital.

The figure below outlines the extent of the Westport Water Supply Scheme:



Scheme Asset Information

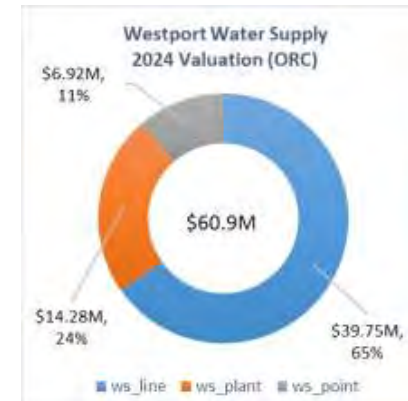
The major assets included in the Westport Water Supply Scheme are detailed in the table below.

Westport Assets (including Carters Beach):

Asset	Size	Length / No.
Intake	-	1
Raw water pond	116,000 m3	3
Reservoir	3,750 m3	1
Treatment Plant	-	1
Pumpstation	-	1
Gravity Main	12 – 762mm	74,709m
Trunk Main	50 – 716mm	16,181m
Rising Main	50 – 300mm	2,226m
Rider Main	20 – 150mm	390m
Tunnels	150-800mm	2,164m
Water Races	600mm	95m
Service lines	10 – 160mm	17,688m
Backflow Preventer	15 - 200	124

Asset Valuation

The chart below summarises the 2024 asset valuation for the Westport water supply:



Source: 3 Waters 2024 Valuation (30th June)

Water supplies to Carters Beach, Nine Mile and Snodgrass are also sourced from the Westport reticulation, so are included within this AMP.

Serviced Population
4,974

Connected Properties
2596 connected
141 metered (large businesses & farms)

Type of Supply
On Demand

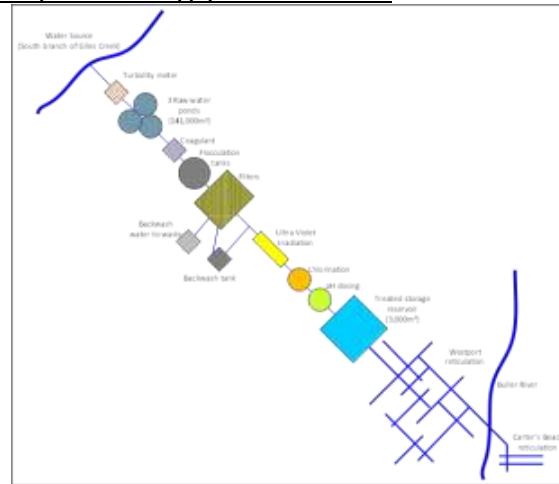
Source Water
River and Creek

Treatment
Coagulation dosing, flocculation, Filtration, Ultraviolet Irradiation, Lime dosing (pH adjustment) and Chlorination

Valve/ Toby	15 – 600mm	3356
Hydrant	-	292
Meter	-	239

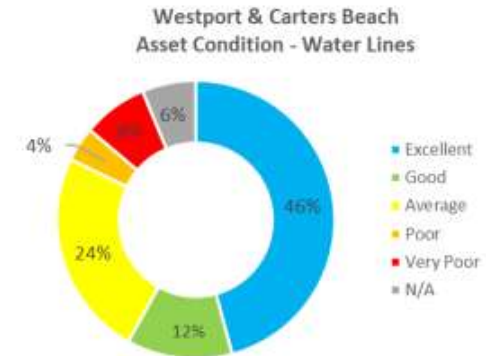
Source: AssetFinda 17/02/25

Westport's Water Supply Treatment Process:



Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Westport water supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figures below show the critical assets for the Westport Wastewater scheme:

Westport:



Westport (Carters Beach):



The above Figure 7-20 and Figure 7-21 clearly show the mains from the intake to the reticulation as highly critical within the Westport Water Supply.

Performance Measures and Compliance

The table below details Westport's compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	Yes
Protozoa compliance	Yes
Chemical compliance	N/A
Boiling water notices in place	0
Fluoridation	No
Average consumption of drinking water	791L/day/resident (2023/24)
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	Partially
Compliance actions (warning, abatement notice, infringement notice, enforcement order or convictions)	0 (2023/24)

Key Supply Issues & 1–3 Year Priorities
<p>Key Supply Issues:</p> <ul style="list-style-type: none"> The consent allows 10,000 m³ of water per day. The Westport water supply frequently exceeds this. The treatment plant has a low operating threshold for turbidity, with maximum at approximately 5 NTU. A large scale slip in the catchment which increase source water turbidity can result in source water which the treatment plant is unable to handle. There is significant unaccounted water in the Westport water supply. There is a large amount of tuberculated cast iron pipes which result in inadequate fire flows. Several key pipes (e.g Carters Beach trunk main) do not have easements. In times of drought, the demand from the township exceeds the intake flow. <p>1-3 Year Priorities:</p> <ul style="list-style-type: none"> Extension of the Trunk Main from the projected termination point at Roebuck/Queen Street to the DN315 pipe at Alma Road Westport Secondary Water Source Replacment of the Steel Pipe in Tunnel 1 with PE/other suitable material. Improve the operation of the treatment plant to allow a greater turbidity threshold. Improve leakage and monitoring in the network. Adjust the resource consent conditions. Water rider main pipeline renewal

Resource Consents												
<p>There are two Water Permits, a Discharge Permit and two Land Use Consent associated with the Westport water supply. These were all granted in May 2002 and apply for a 35-year term.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #0056b3; color: white;">Consent No</th> <th style="background-color: #0056b3; color: white;">Expiry date</th> <th style="background-color: #0056b3; color: white;">Allowable take</th> <th style="background-color: #0056b3; color: white;">Comments</th> </tr> </thead> <tbody> <tr> <td>RC-2023-0148-01/2/3/4/5</td> <td>30/06/2040</td> <td>190 l/s (South branch, max 10000m³/day</td> <td>To dam and take surface water from Giles Creek (South branches)</td> </tr> <tr> <td>RC05233/1/2/3</td> <td>1/04/2041</td> <td>7,000 m3/day</td> <td>Erect intake structure, dam creek and take surface water from Orowaiti tributary (alternative supply)</td> </tr> </tbody> </table>	Consent No	Expiry date	Allowable take	Comments	RC-2023-0148-01/2/3/4/5	30/06/2040	190 l/s (South branch, max 10000m ³ /day	To dam and take surface water from Giles Creek (South branches)	RC05233/1/2/3	1/04/2041	7,000 m3/day	Erect intake structure, dam creek and take surface water from Orowaiti tributary (alternative supply)
Consent No	Expiry date	Allowable take	Comments									
RC-2023-0148-01/2/3/4/5	30/06/2040	190 l/s (South branch, max 10000m ³ /day	To dam and take surface water from Giles Creek (South branches)									
RC05233/1/2/3	1/04/2041	7,000 m3/day	Erect intake structure, dam creek and take surface water from Orowaiti tributary (alternative supply)									

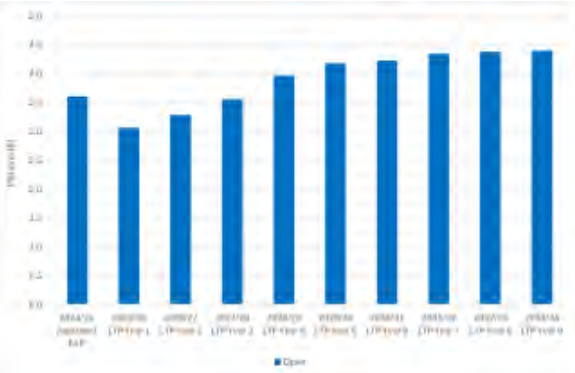
Risk Management				
<p>The high residual risks associated with the Westport water supply are detailed in the table below:</p>				
Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Westport Tunnel Pipeline	<p>The existing pipeline through Tunnel 1 is a steel pipe. At the time of construction in 2018, a metallurgist indicated the lifespan of the pipe was approximately 25 years.</p> <p>If this pipeline was to deteriorate/break, there would be no way for water to get from the intake to the ponds.</p>	Source Water	Yearly metallurgy inspections	<p>Council intends on conducting frequent metallurgy inspections to assess the condition of this pipeline.</p> <p>Maintenance on the pipeline is extremely difficult due to the confined space of the tunnels. Hence, replacement of the entirety of pipeline with a polyethylene is required.</p>
Slips in catchment/other source water issues	<p>The Westport Treatment Plant is only able to treat approximately 5 NTU water at a maximum and does not have capacity to try cyanobacteria.</p> <p>Giles Creek in times of prolonged dryness has insufficient quantity to cater for the demand from the township.</p>	Source Water	<p>116,000 m³ storage (approximately 29 days) to allow the source water to clear.</p> <p>Selective abstraction based on turbidity.</p> <p>Daily intake inspections to assess turbidity and for the presence of cyanotoxins.</p>	<p>Current study into optimizing treatment place underway. Depending on result of study, potential investment into clarifier or other suitable treatment plant upgrade.</p> <p>Investigation into alternative water supplies to supplement Giles Creek.</p>

<p>Scott Bridge Spiral Steel pipe</p>	<p>At the completion of the 2024/25 financial year, the Westport Trunk Main will have been replaced from the treatment plant to Queen/Roebuck St.</p> <p>There is an approximate 90 m section of Scott Bridge which has not been replaced which is an inherent weak point on the trunk main.</p>	<p>Distribution</p>	<p>Monthly inspection of Trunk Main.</p>	<p>Reactive maintenance</p>

Operation and Maintenance

The supply is managed by Council staff, while the operation and maintenance is contracted to Westreef Services Ltd.

9-year O&M Investment forecast:
The 9-year O&M investment is summarised in the table below:



Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$35.4M

Renewals

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$19.8M) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$750,000.

9-year Renewals Investment

New Capital

Capital is primarily focused on mains renewals.

9-year New Capital investment
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Backflow Prevention	1,932,802
Drinking Water Standards (DWS)	2,249,830
Koeghans Bridge	180,474
Grand Total	4,363,106

Source: (2025 02 04) LTP Budgets

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Assessments, Strategies and Modelling	499,982
Main Renewals	5,424,472
Minor Capital	2,960,445
Reticulation Valves	444,067
Trunkmain Renewal	3,437,122
Tunnell Bracing	6,243,950
WTP renewals	777,480
Grand Total	19,787,520

Source: (2025 02 04) LTP Budgets

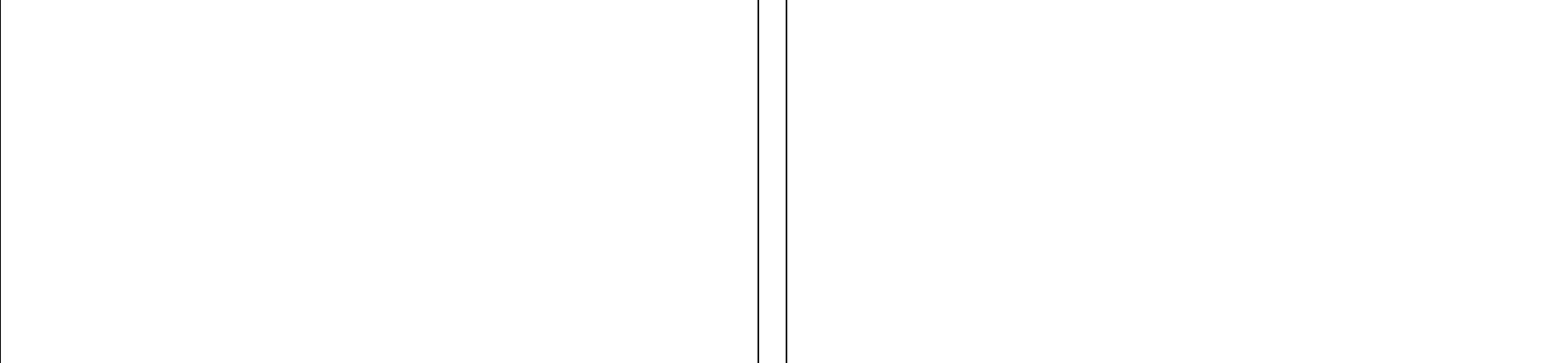
Capital Investment Summary

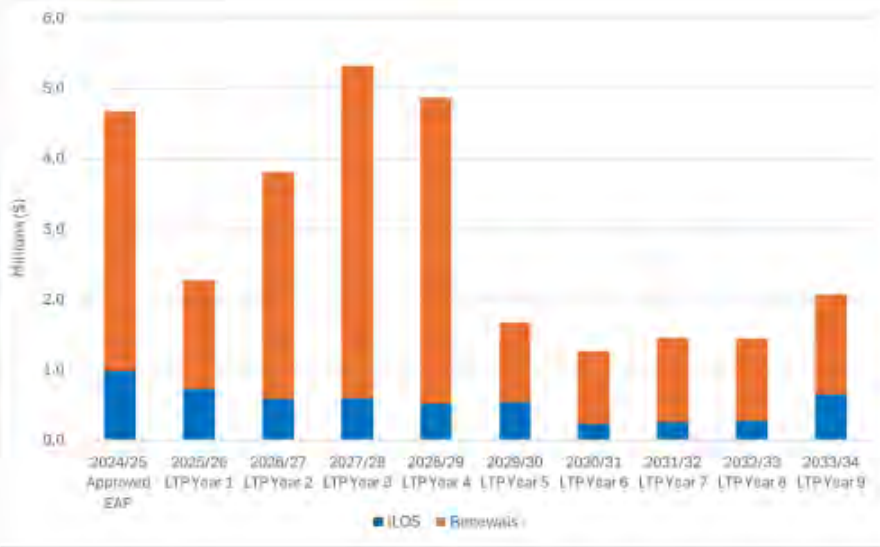
The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.





Source: (2025 02 04) LTP Budgets

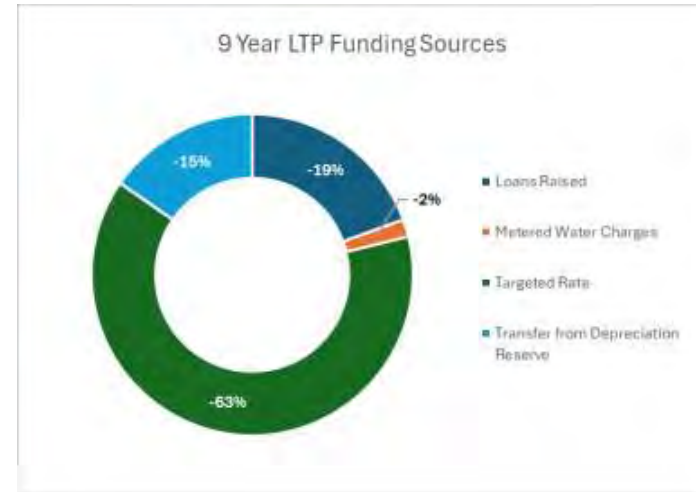
9 Year Capital Total (including renewals): \$24.2M



Source: (2025 02 04) LTP Budgets

Funding the Water Supply

The 9-year LTP funding source for Westport is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

INANGAHUA JUNCTION

Supply Overview

Inangahua is a small town in the Buller District. The town is a 25-minute drive from Reefton and a 40-minute drive from Westport.

The figure below outlines the extent of the Inangahua Water Supply Scheme.



Serviced Population

70



Connected Properties

26



Type of Supply

On Demand



Source Water

Bore



Treatment

Filtration and Ultraviolet irradiation

Scheme Asset Information

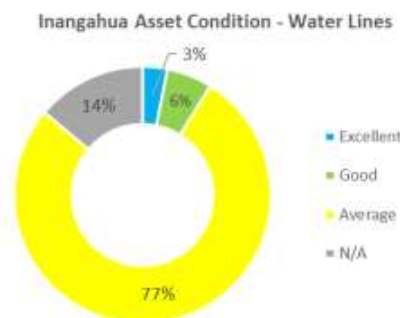
The major assets included in the Inangahua Water Supply Scheme are detailed in the table below:

Assets	Size	Length / No.
Intake	300 mm	7.6m
Reservoirs	30 m ³	2
Pump Station	-	1
Gravity Main	25 - 100	1,255m
Rising Main	50mm	635m
Service lines	12 - 20mm	222m
Valve/ Toby	20 - 50 mm	29
Meter	-	1
Backflow Preventor	-	1

Source: AssetFinda 17/02/25

Asset Condition and Performance

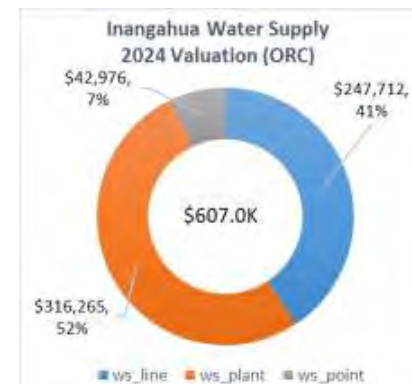
The chart below summarises the 2025 asset condition data for the Inangahua Water Supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Valuation

The chart below summarises the 2024 asset valuation for the Inangahua Water Supply:



Source : 3 Waters 2024 Valuation (30th June)

Asset Criticality

The figure below shows the critical assets for the Inangahua Water Supply Scheme:



Key Supply Issues & 1- 3 Year Priorities

Key Supply Issues:

- The supply has a pH of approximately 5 with the current calcite filter not working properly, resulting in low pH water being supplied to the reticulation.
- At times of drought, the bore flow reduces to a level equivalent to or lesser than the town demand.
- The location of all the pipe in the network is still relatively unknown.
- The pipework crosses through a significant amount of private properties without easement.
- There is no generator.

1-3 Year Priorities:

- Install pH correction at the treatment plant.
- Install a generator at the treatment plant.

Risk Management

The high residual risks associated with the Inangahua water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Supply running out of treated water	The Inangahua water supply has 2 x 30,000 L storage tanks and operates at an average daily usage of approximately 30 m ³ . If there even a minor leak or a consumer using significant water, the demand can exceed the supply. Likewise, in times of drought, the available flow from the bore reduces to at the lowest 1.5 m ³ /hr (36 m ³)/day which under normal conditions only moderately covers demand.	Supply Quantity	Flow meters on reservoir and reticulation Water conservation/essential water notices.	Bore protection area to be expanded to meet regulations; easement also to be established
Bore Contamination	The buffer zone around the bore is less than the recommended 5 m radius. There is potential for contamination into the bore from farm runoff.	Source Water	Secure borehead. Source water monitoring.	Expand the buffer zone around the borehead to 5 m.
Water acidity	The Innagahua treated water has a pH of approximately 5 due to the calcite filter not working as required. This has potential to cause corrosion of plumbing fittings, potentially leaching metals.		Source water monitoring	pH correction

Performance Measures and Compliance

The table below details Inangahua's compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	Yes
Protozoa compliance	Yes
Chemical compliance	N/A
Boiling water notices in place	0
Fluoridation	No
Average consumption of drinking water	429L/day/resident (2023/24)
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	No hydrants
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

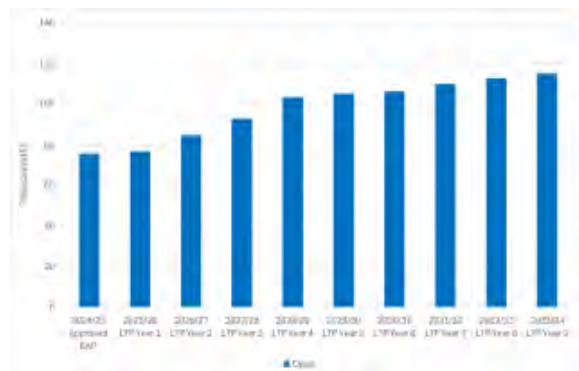
Consent No	Expiry date	Allowable take	Comments
RC-2019-0021	19.3.2044	2L/s	

Operation and Maintenance

The supply is managed by Council staff, while the operation and maintenance is contracted to WestReef Services Ltd.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



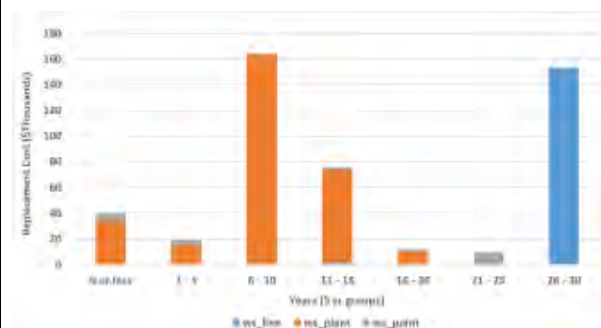
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$906.2K

Renewals

There is just over 2km of watermains installed as part of this water supply. These mains were all installed at the same time, and they are expected to deteriorate at a similar rate. This makes the renewal management relatively simple and the benefits achievable from more sophisticated deterioration analysis are only limited.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$169.2K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$16,000.

9-year Renewals Investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Minor Capital	98,682
WTP renewals	70,560
Grand Total	169,242

Source: (2025 02 04) LTP Budgets

New Capital

Inangahua requires the installation of pH correction, likely via lime dosing, as well as a generator.

9-year New Capital investment

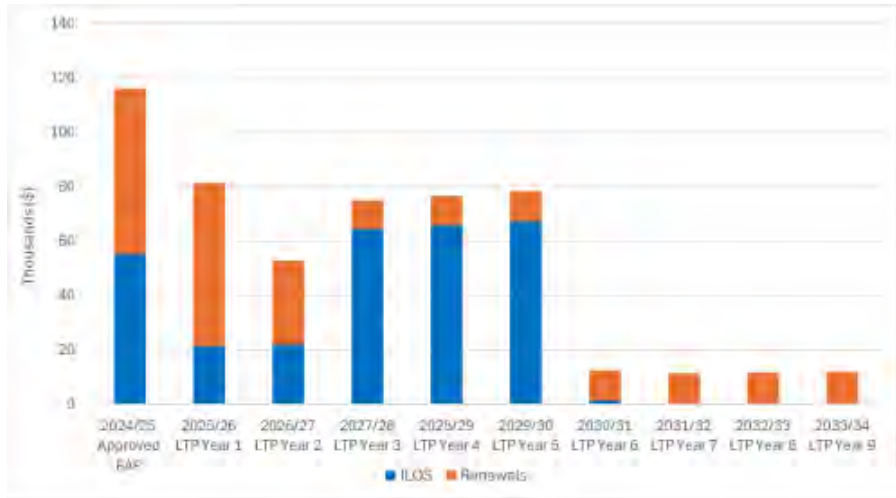
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Backflow Prevention	7,649
Other Capital - Water Resilience Upgrade	234,172
Grand Total	241,821

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$411.1K



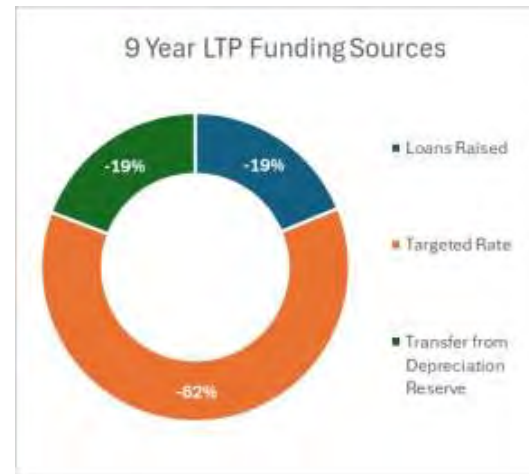
Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Inangahua is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values






REEFTON

Supply Overview

Reefton is located in the Buller District approximately 79km southwest of the main centre of Westport. The community includes a burgeoning commercial district, a school, cafés, restaurants and bars and a hospital.

The figure below outlines the extent of the Reefton Water Supply Scheme.



-  **Serviced Population**
951
-  **Connected Properties**
635
-  **Type of Supply**
On Demand
-  **Source Water**
Bore
-  **Treatment**
Filtration, Ultraviolet irradiation and Chlorine

Scheme Asset Information

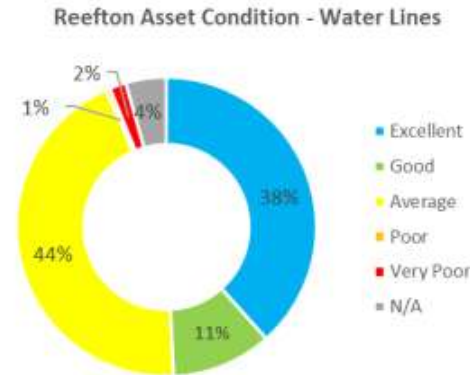
The major assets included in the Reefton Water Supply Scheme are detailed in the table below:

Assets	Size	Length / No.
Treatment Plant		1
Reservoir	1,152m ³	1
Gravity Main	15-200mm	24,812m
Trunk Main	100mm	6m
Rising Main	50-180mm	710m
Rider Main	25mm	36m
Service lines	12-150mm	4,463m
Valve/ Toby	15-200mm	918
Hydrants	-	154
Backflow Preventer	-	7
Meter	-	9

Source: AssetFinda 17/02/25

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Reefton Water Supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Valuation

The chart below summarises the 2024 asset valuation for the Reefton Water Supply:



Source : 3 Waters 2024 Valuation (30th June)

Asset Criticality

The figure below shows the critical assets for the Reefton Water Supply Scheme:



The figure above clearly shows the mains from the intake to the reticulation as highly critical within the Reefton Water Supply.

Key Supply Issues & 1- 3 Year Priorities

Key Supply Issues:

- Backflow prevention remains a critical water safety risk for the reticulation. Continued capex investment is scheduled to improve backflow prevention measures in the system.
- The older cast iron pipes used within this supply have also been found to be heavily tuberculated, which does restrict the flow. However, due to a large design capacity, this restriction has yet to impact on the systems ability to meet flow and pressure level of service targets.
- The supply has significant unaccounted water use.
- A significant amount of the hydrants within Reefton are not compliant with FW2 requirements of SNZ PAS:4509 2008

1-3 Year Priorities:

- Installation of water meters on significant consumers and within the reticulation to assist in water conservation.
- Replacement of heavily tuberculated cast iron pipes.

Risk Management

The high residual risks associated with the Reefton water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Inadequate Fire Flow	Due to tuberculated Cast Iron pipes, a significant portion of the Reefton reticulation has insufficient firefighting capacity.	Distribution		Mains replacement strategy targeting Cast Iron pipes

Performance Measures and Compliance

The table below details Reefton’s compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	Yes
Protozoa compliance	Yes
Chemical compliance	Yes
Boiling water notices in place	0
Fluoridation	No
Average consumption of drinking water	1089L/day/resident (2023/24)
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	Partially
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

Consent No	Expiry date	Allowable take	Comments
RC01282	5/12/2036	20 l/s	Take groundwater via a bore for Reefton

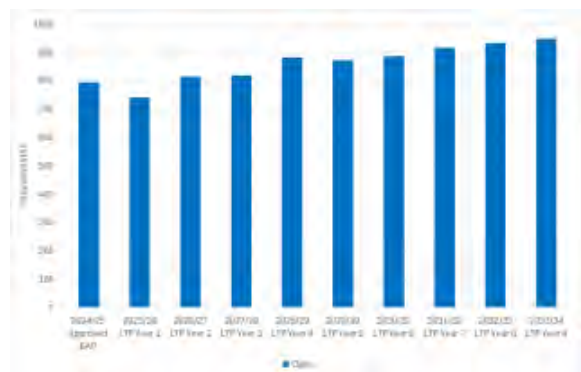


Operation and Maintenance

The supply is managed by Council staff, while the operation and maintenance is contracted to WestReef Services Ltd.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



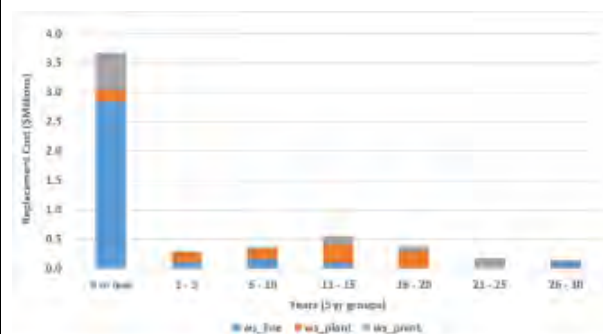
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$7.80M

Renewals

There is over 27km of watermains installed as part of this water supply, comprised of differing ages and materials. The pipes with the worst condition have been identified, based on previous failures and inspections.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$2.67M) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$190,000.

9-year Renewals Investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Assessments and Strategies	378,770
Main Renewals	1,018,361
Minor Capital	1,085,497
WTP renewals	190,755
Grand Total	2,673,382

Source: (2025 02 04) LTP Budgets

New Capital

The installation of backflow preventors is another key water safety improvement initiative.

9-year New Capital investment

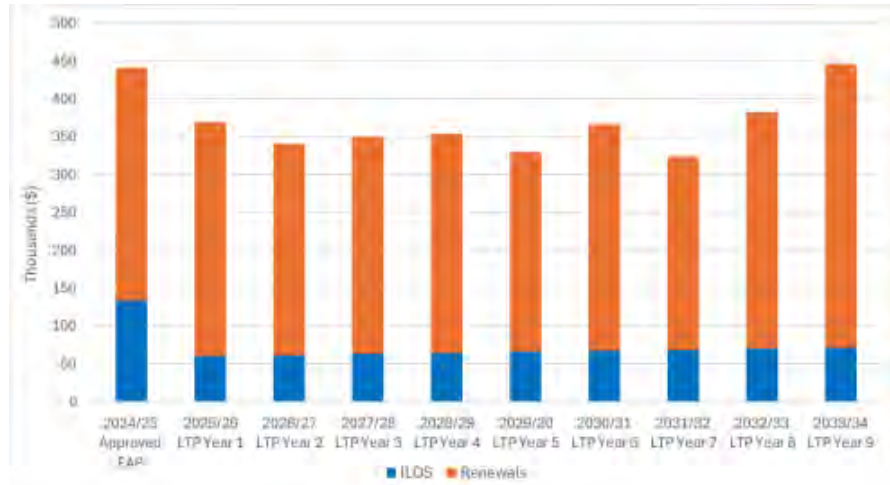
The 9-year new capital investment is summarised in the table below:

LOS Projects	9-year LTP Total
Backflow Prevention	493,408
Water Safety compliance upgrades	98,682
Grand Total	592,089

Source: (2025 02 04) LTP Budgets

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$3.27M



Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Reefton is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

PUNAKAIKI

Supply Overview

Punakaiki is a small town in the Buller, West Coast Region, located between Westport and Greymouth on the edge of the Paparoa National Park. The community includes a burgeoning commercial district, cafés, restaurants and bars. This area is a popular tourist destination that sees increased population numbers in the summer.

The figure below outlines the extent of Punakaiki Water Supply Scheme.

Scheme Asset Information

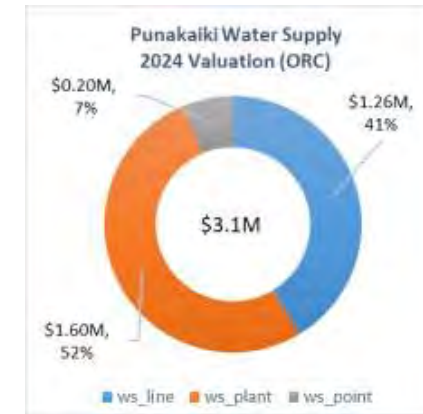
The major assets included in the Punakaiki Water Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Intake	-	1
Treatment	-	1
Reservoirs	-	7
Gravity Main	25 – 150mm	1,866m
Trunk Main	20 - 160	3,137m
Service lines	15-50mm	617m
Valve/ Toby	15-150mm	88
Backflow Preventer	-	5
Hydrant	-	1
Meter	-	12

Source: AssetFinda 17/02/25

Asset Valuation

The chart below summarises the 2024 asset valuation for the Punakaiki Water Supply:



Source : 3 Waters 2024 Valuation (30th June)



Serviced Population
230



Connected Properties
67



Type of Supply
On Demand



Source Water
Smiths Creek

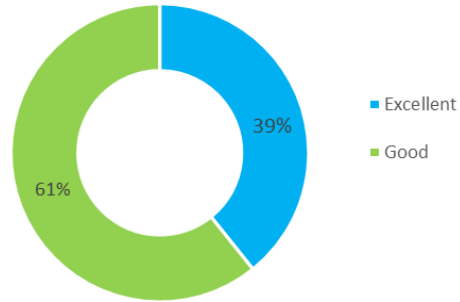


Treatment
Filtration, Ultraviolet Irradiation, pH correction (citric acid) and chlorination

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Punakaiki Water Supply:

Punakaiki Asset Condition - Water Lines



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figure below shows the critical assets for the Punakaiki Water Supply Scheme:



Key Supply Issues & 1- 3 Year Priorities

Key Supply Issues:

- The intake is located on private property without easement.
- The supply is vulnerable to drought.
- There is an untreated connection on the supply between the intake and treatment plant.

1-3 Year Priorities:

- Finalise the WTP upgrades

Risk Management

The high residual risks associated with the Punakaiki water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Intake access and sabotage	The Punakaiki intake is currently situated on private property.	Source Water		Shift intake or purchase land.
Drought	There has been damage to the intake in the past including cut pipes, deposit of lead nails and planting of glass shards. The Punakaiki intake does not have sufficient quantity in times of significant drought.	Source water	Large volume of treated water storage (approx. 10 days) Ability to top up reservoir using water supplied from Westport/Greymouth if required.	

Performance Measures and Compliance

The table below details Punakaiki’s compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	Yes
Protozoa compliance	No
Chemical compliance	N/A
Boiling water notices in place	0
Fluoridation	No
Average consumption of drinking water	247L/day/resident (2023/24)
Water restrictions in place (last 3 years)	Yes
Firefighting sufficient	No hydrant
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

An access easement and land acquisition of the immediate intake weir surrounding are being legally negotiated with the landowner.

The location of the treatment plant is within the Punakaiki National Park and as part of the requirements to provide an upgrade to the treatment process an informal agreement with the Department of Conservation that has been in place since the water supply was constructed has now been replaced with a concession.

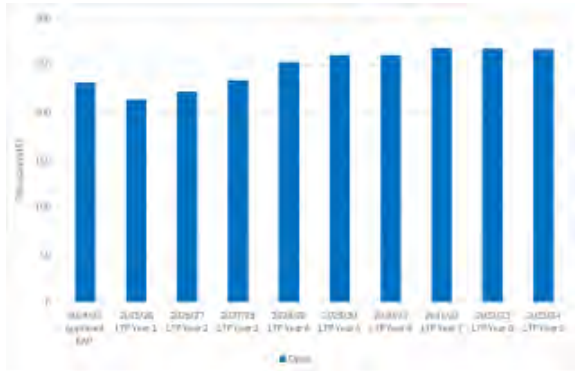
Consent No	Expiry date	Allowable take	Comments
RC06183	1/07/2045	345.6 m ³ /day	Take groundwater from Smiths Creek
RC11183	3/11/2046	na	Undertake earthworks and vegetation clearance

Operation and Maintenance

The supply is managed by Council staff, while the operation and maintenance is contracted to WestReef Services Ltd.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



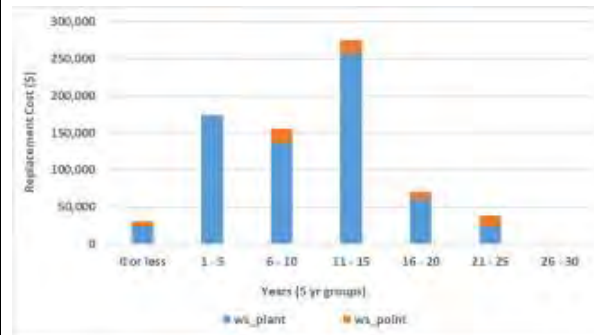
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$2.25M

Renewals

There is over 4kms of watermains installed as part of this water supply, which are all of a similar age and material. It is therefore reasonable to expect all the watermains to deteriorate at roughly the same rate.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$683.3K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$25,000.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9-year LTP Total
Minor Capital	197,363
Supply Improvements	442,054
WTP renewals	43,876
Grand Total	683,293

Source: (2025 02 04) LTP Budgets

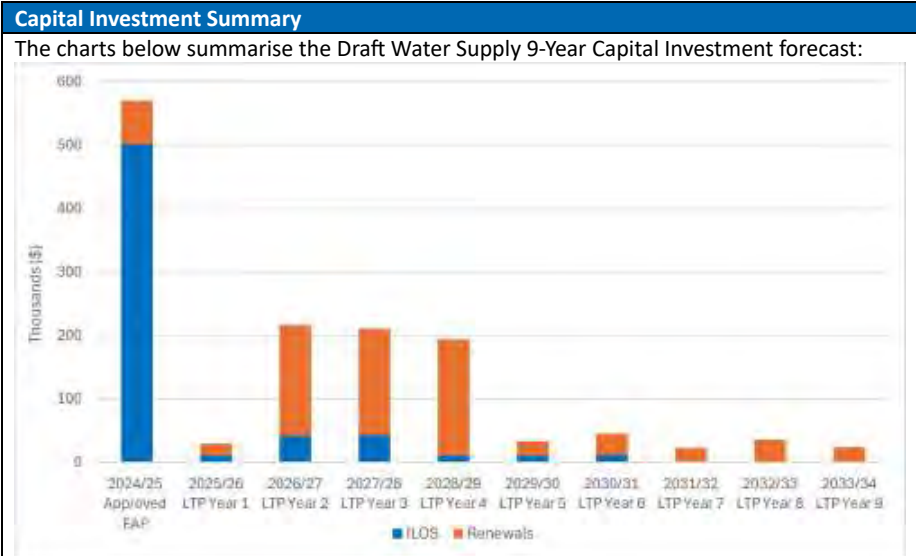
New Capital

9-year New Capital investment

The 9-year new capital investment is summarised in the table below:

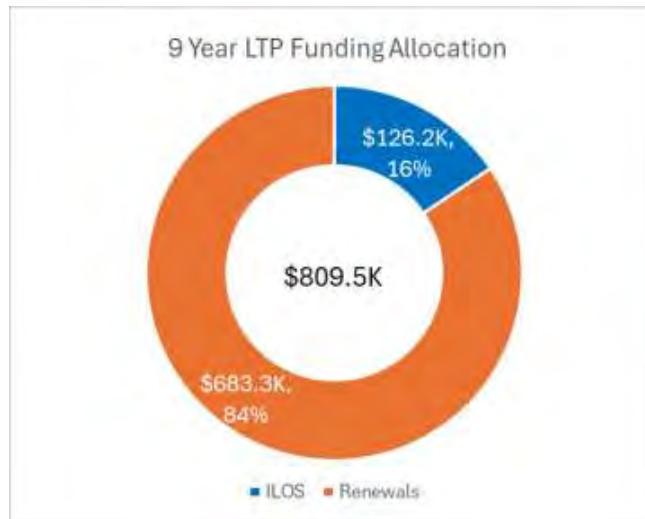
LOS Projects	9-year LTP Total
Backflow Prevention	63,742
Water Safety compliance upgrades	62,451
Grand Total	126,193

Source: (2025 02 04) LTP Budgets



Source: (2025 02 04) LTP Budgets

9 Year Capital Total (including renewals): \$809.5K



Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Punakaiki is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

CAPE FOULWIND

Supply Overview

This supply was constructed in the period 1986-88 to supply water to the Cape Foulwind area. The area at this time was converting to dairy and the supply was designed for this purpose. The supply is classified as an untreated rural water supply and is not intended for human consumption.

The figure below outlines the extent of Cape Foulwind Water Supply Scheme.

Scheme Asset Information

The major assets included in the Cape Foulwind Water Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Intake	-	1
Reservoir Tanks	-	1
Pump station	-	1
Gravity Main	50 – 200mm	19,151m
Service lines	20 -100mm	365m
Valve/ Toby	15 - 200 mm	50
Hydrant	-	1
Meter	-	13


Source: AssetFinda 17/02/25






Asset Valuation

The chart below summarises the 2024 asset valuation for the Cape Foulwind Water Supply:



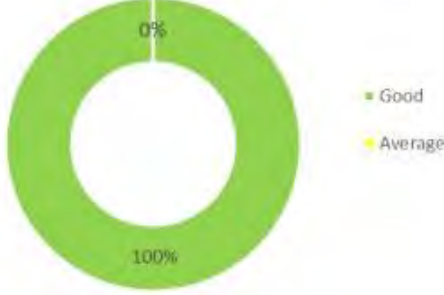
Source : 3 Waters 2024 Valuation (30th June)



-  **Serviced Population**
Stock Supply only
-  **Residential Properties**
14 properties connected
-  **Type of Supply**
Restricted
-  **Source Water**
Creek
-  **Treatment**
No treatment/ disinfection

Asset Condition and Performance

The chart below summarises the 2025 asset condition data for the Cape Foulwind Water Supply:



Cape Foulwind Asset Condition - Water Lines

Condition	Percentage
Good	100%
Average	0%

Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figure below shows the critical assets for the Cape Foulwind Water Supply Scheme:



The figure above clearly shows the mains from the intake to the reticulation as highly critical within the Cape Foulwind Water Supply.

Key Supply Issues & 1- 3 Year Priorities
Key Supply Issues:

- The supply exceeds resource consent volume significantly.
- There is significant water wastage at the first break tanks due to overflowing.
- The supply often has insufficient water during dry summers where farm usage increases.
- The pipeline does not have an easement where it crosses private property.

Risk Management

The high residual risks associated with the Cape Foulwind water supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Intake access	Access to the intake is over private property without a Right of Way easement.	Source Water	Water metering on key consumers. Communication with large users about fixing leaks.	Negotiate Right of Way easement with property owner.
Water quantity	The supply has insufficient water quantity in times of drought. This is primarily due to increased farm usage and private leakage.	Distribution		
Resource consent non-compliance	BDC significantly exceeds the maximum volume specified in the Resource Consent	Source		Replace the break tanks which current have a significant quantity of water being wasted.

Performance Measures and Compliance

The table below details Cape Foulwind’s compliance against regulatory requirements:

Parameters	Performance
Bacterial compliance (E.coli)	N/A
Protozoa compliance	N/A
Chemical compliance	N/A
Boiling water notices in place	N/A
Fluoridation	N/A
Average consumption of drinking water	N/A
Water restrictions in place (last 3 years)	N/A
Firefighting sufficient	N/A
Compliance actions (last 24 months): warning, abatement notice, infringement notice, enforcement order or convictions	0

Resource Consents

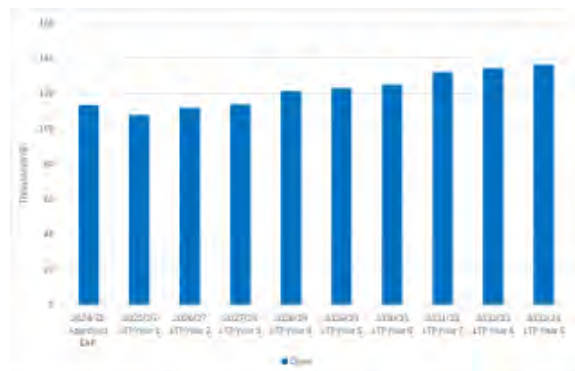
Consent No	Expiry date	Allowable take	Comments
RC03264	1/04/2039	1,317 m3/day	Dam, divert and use water from Omanu Creek for rural water supply

Operation and Maintenance

The supply is managed by Council staff, while the operation and maintenance is contracted to Westreef Services Ltd.

9-year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:



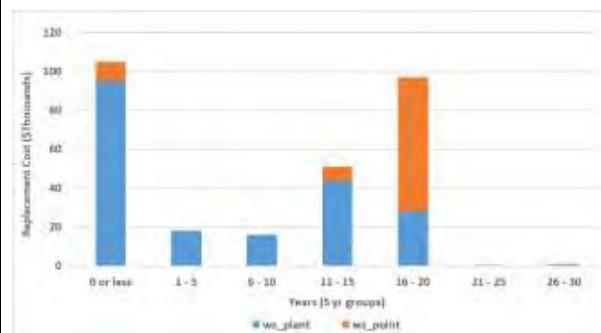
Source: (2025 02 04) LTP Budgets

9 Year Operational Investment Total: \$1.10M

Renewals

There is over 20km of watermains installed as part of this water supply, which are all of a similar age and material. It is therefore reasonable to expect all the watermains to deteriorate at roughly the same rate. The network consist of PVC pipe and will reach the end of its expected useful life during 2074. Network usage metering will be installed to more accurately measure and account for consumption.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



Source: 3 Waters 2024 Valuation (30th June)

There is adequate renewals investment (9 Year LTP: \$148.0K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$9,600.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

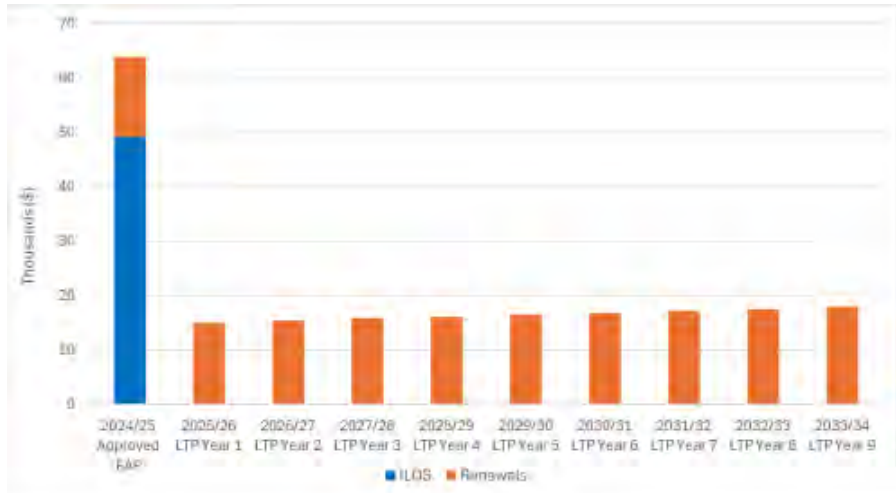
Renewal Projects	9-year LTP Total
Minor Capital	148,022
Grand Total	148,022

Source: (2025 02 04) LTP Budgets

New Capital

Capital Investment Summary

The charts below summarise the Draft Water Supply 9-Year Capital Investment forecast:



Source: (2025 02 04) LTP Budgets

9 Year Capital Total: \$148.0K



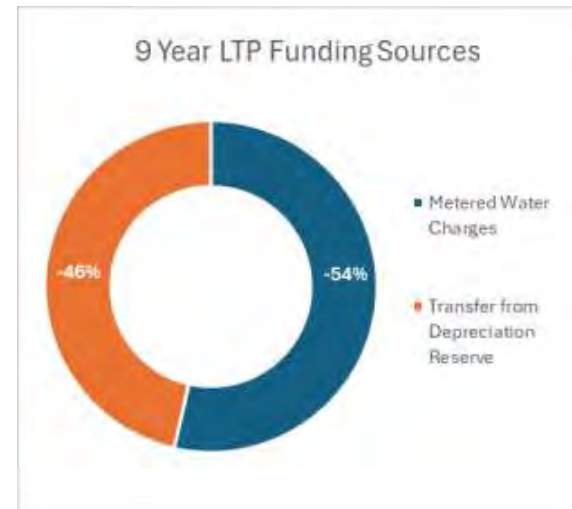
Source: (2025 02 04) LTP Budgets

Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Cape Foulwind is detailed in the chart below:



Source: (2025 02 04) LTP Budgets

Note: funding is displayed as negative values

**APPENDIX B – WASTEWATER SCHEME SUMMARIES
LITTLE WANGANUI WASTEWATER SCHEME**

Supply Overview

The Little Wanganui wastewater reticulation has a gravity collection to all the properties within the settlement, which discharges into a central pump station. From there the wastewater is pumped to Oxidation ponds for treatment and discharges into the estuary.

The figure below outlines the extent of the Little Wanganui wastewater network:



- Serviced Population**
150
- Connected Properties**
42 (+ 38 Serviced, not connected)
- Length of Reticulation Network**
2.1km
- Treatment Facility**
2 Oxidation ponds
- Resource Consent**
RC96001/2 (Expires: 31/05/2039)

Scheme Asset Information

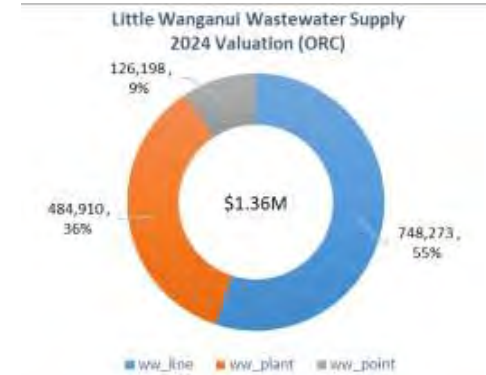
The major assets included in the Little Wanganui wastewater scheme are detailed in the table below:

Assets	Size	Length / No.
Pump Station	-	1
Cleaning Eyes	-	1
Oxidation Pond	-	2
Gravity Main	100 - 150mm	1,377m
Rising Main	50 - 100mm	702m
Service lines	100mm	41m
Manholes	-	24

Source: AssetFinda 17/02/25

Asset Valuation

The chart below summarises the 2024 asset valuation for the Little Wanganui Wastewater scheme:



Asset Condition and Performance

The chart below summarises the 2024 asset condition data for the Little Wanganui wastewater scheme:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figure below shows the critical assets for the Little Wanganui Wastewater scheme:



It is evident from the above figure that the highest criticality reticulation assets are the mains from the collection system to the treatment plant.

Key Supply Issues & 1–3 Year Priorities

Key Supply issues:

- Compliance with current and increasing resource consent conditions
- Capital works (renewal and level of service improvements)
- Investigating and implementing improved efficiencies
- Ongoing affordability of the wastewater service
- AC pipes are in poor condition, due to poor construction techniques in the late 1970's. Subsequent checks using video equipment (CCTV) have shown that parts of the system have been constructed poorly. Sections of the mains will require re-laying in the future to the correct grade, depending on the rate deterioration effects future performance.
- The oxidation pond has not been de-sludged, during its operational life. However, due to the surplus capacity the sludge levels are not expected to affect performance. Council will continue to monitor sludge buildup to determine when/if desludging is required.

1–3 Year Priorities:

- Establishing ease of access to the treatment plant – Easement or land purchase
- Gaining a resource consent for the pump station
- Begin assessing pipe condition on mains

Risk Management

The high residual risks associated with the Little Wanganui wastewater supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Uncontrolled Wastewater Discharge	If wastewater systems fail to operate then uncontrolled discharges may occur leading to environmental harm, compliance risks, cultural impacts etc	Reputational/ stakeholders	Maintenance checks Dedicated operator Automation functions and alarms Stand by generators	Three Waters team to work with WRSL to understand the risk profile
Sewerage Pump Stations - lack of Resource Consents	Orowaiti PS1-5, North Beach, Pakington, Rintoul, Roebuck, and Little Wanganui PSs have overflow pipes to waterways, but no consents exist for such discharges.	Legal / Regulatory	None	Resource consent development, adding screening to overflows, reducing stormwater influx leading to overflows, altering overflow to detention once sufficient controls are in place
Structural Pond Failure	There is a risk that the erosion of the local creek bank destabilizes the pond		Monitoring points have been established	Monitor the bank position against the previous position to detect erosion. Monitor structure around the pond for structural defects
Damage to Main	There is a possibility that without appropriate protections the main line across the farmland is damaged with no easement for repair.		Project for easement / land purchase under way soon	

Performance Measures and Compliance

The table below details Little Wanganui's compliance against regulatory requirements:

Parameters	Performance
Number of dry weather sewerage overflows	
Resource consent compliance	
Compliance actions (warning, abatement notice, infringement notice, enforcement order or convictions)	0 (over last 3 years)

Resource Consents

BDC holds a resource consent for the discharge of the treated effluent into Glasseye Creek. This was granted in May 2004 and applies for a 35-year term.

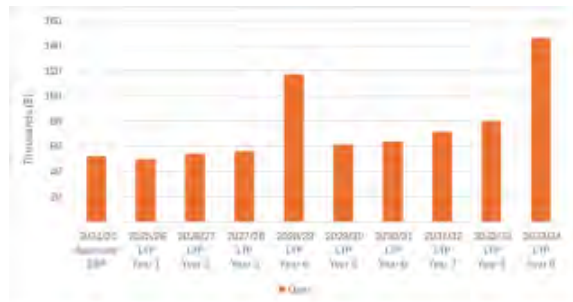
Consent No	Expiry date	Discharge	Comments
RC96001/2	31/05/2039	20 m3/day	To discharge treated effluent into Glasseye Creek

Operation and Maintenance

The Little Wanganui wastewater supply is managed by Council staff, while the operation and maintenance is contracted to Westreef Services Ltd. Details of the specific maintenance requirements are detailed in the Maintenance Contract.

9 Year O&M Investment forecast:

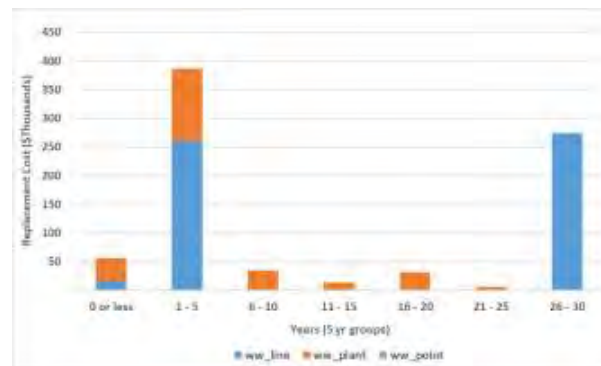
The 9-year O&M investment is summarised in the table below:



9 Year Operational Investment Total: \$699.1K

Renewals

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



There is adequate renewals investment (9 Year LTP: \$589.9K) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$27,000.

Ongoing condition assessments will be undertaken and AssetFinda data updated accordingly. This will help refine future renewals programme planning.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9 Year LTP Total
CCTV Survey	25,000
Main Renewals	477,098
Minor Capital	87,813
Grand Total	589,911

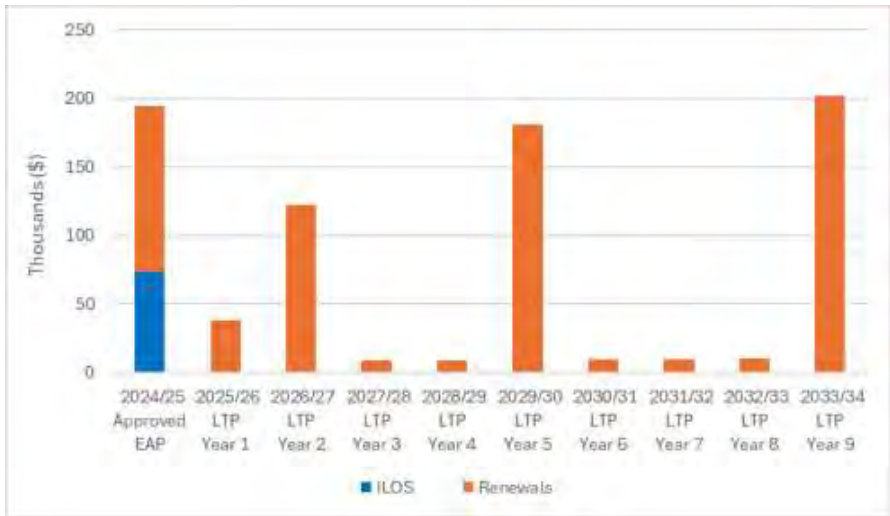
New Capital

There is no community pressure to either expand the capacity or improve the quality of this sewer system. New national wastewater treatment standards may drive future wastewater treatment upgrades.

There are no new capital investment projects included within the nine-year LTP.

Capital Investment Summary

The charts below summarises the 9-Year Capital Investment forecast:



9 Year Capital Investment Total: \$589.9K



Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Little Wanganui is detailed in the chart below:



Note: funding is displayed as negative values

WESTPORT WASTEWATER SCHEME

Supply Overview

The sewer system for the township of Westport serves the area previously included within the Borough of Westport, the adjacent area out to the Orowaiti River and Carters Beach.

The figure below outlines the extent of the Westport wastewater network:



Registered Population
4,974



Connected Properties
Westport – 2348
Carters Beach – 201



Length of reticulation network
77.5km



Treatment Facility
Contact stabilisation plant



Resource Consent
RC00408/ 1-4
Expires: 23/07/2023 & 31/05/2039

Scheme Asset Information

The Westport system is a combined sewer and stormwater system. The majority of the network operates under gravity, although there are a number of pump stations required for specific areas. There are three pumpstations at each of the original outfall locations, which diverts the flow to the treatment plant and discharges treated wastewater into the Buller River, from diffusers beneath the Buller Bridge.

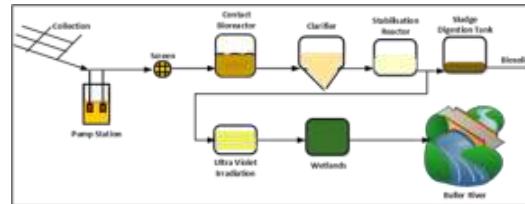
The major assets included in the Westport Wastewater Supply Scheme are detailed in the table below:

Westport Assets (including Carters Beach):

Asset	Size	Length / No.
Pump Station	-	20
Gravity Main	50 - 825mm	42,263m
Rising Main	32 - 400mm	13,150m
Service lines	25 - 300mm	22,126m
Manholes	-	452
Valves	-	80

Source: AssetFinda 17/02/25

Schematic of the Westport treatment system:



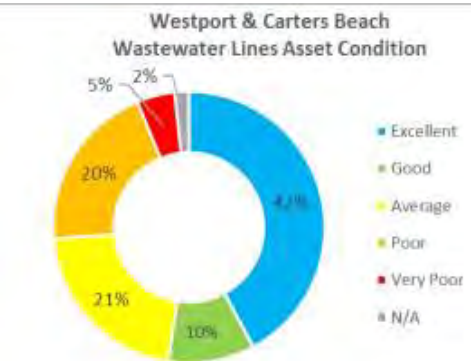
Asset Valuation

The chart below summarises the 2024 asset valuation for the Westport Wastewater scheme:



Asset Condition and Performance

The chart below summarises the 2024 asset condition data for the Westport wastewater scheme:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Criticality

The figures below show the critical assets for the Westport Wasterwater scheme:

Westport:



Westport (Carters Beach):



Performance Measures and Compliance

The table below details Westport’s compliance against regulatory requirements:

Parameters	Performance
Number of dry weather sewerage overflows	
Resource consent compliance	
Compliance actions (warning, abatement notice, infringement notice, enforcement order or convictions)	0 (over last 3 years)

Key Supply Issues & 1–3 Year Priorities

Key Supply issues:

- Compliance with current and increasing resource consent conditions
- Capital works (renewal and level of service improvements)
- Investigating and implementing improved efficiencies
- Ongoing affordability of the wastewater service
- In Westport and Reefton some of the sewer reticulation is combined with stormwater system. This has the effect of increasing the volume and reducing the concentration of contaminants in the wastewater. In Westport it also has the effect of causing wet weather overflows of untreated sewage into the Buller and Orowaiti Rivers.
- Westport WWTP - Renew consent to discharge primary treated and untreated sewage to river during storm overflow events
- Improve environmental performance by separating wastewater and stormwater reticulation in Westport

1–3 Year Priorities:

- Reduce wet weather Pump Station overflows into the Buller and Orowaiti rivers
- Reduce wet weather lack of service and overflow to roads etc due to stormwater inflow – especially around Riley Place ex HNZ
- Reduce WWTP water take and improve % UV treatment by recycling wastewater
- Complete Resource consenting for wet weather Pump Station overflows into the Buller and Orowaiti rivers
- Establish New diffuser on Buller Bridge

Resource Consents

The Westport Wastewater resource consent is detailed in the table below:

Consent No	Expiry date	Discharge	Comments
RC00408/1	23/07/2038	na	To discharge treated sewage
RC00408/2	23/07/2023	263 days per year maximum.	To discharge primary treated and untreated sewage during storm overflow events
RC00408/3	23/07/2038	na	To discharge contaminants to air
RC00408/4	23/07/2038	na	To undertake land disturbance & earthworks associated with construction

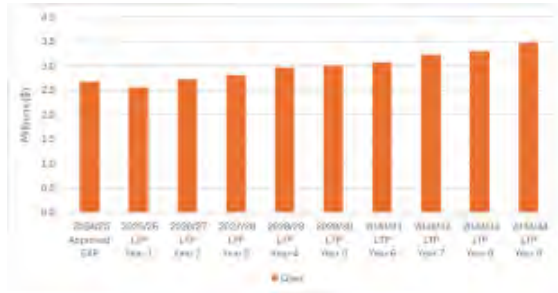
Risk Management				
The high residual risks associated with Westport’s wastewater scheme are detailed in the table below:				
Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Uncontrolled Wastewater Discharge	If wastewater systems fail to operate then uncontrolled discharges may occur leading to environmental harm, compliance risks, cultural impacts etc	Reputational/ stakeholders	Maintenance checks Dedicated operator Automation functions and alarms Stand by generators Separation of Stormwater from Wastewater systems	Three Waters team to work with WRSLS to understand the risk profile Stormwater and Wastewater Separation
Westport WWTP - Discharges to the river can occur with the UV units off during periods of very low sewerage inflow	When the level drops in the UV units during periods of very low flow, the UV's shut off for 10 minutes at a time in order to protect the bulbs from overheating. However the flow continues through this time. Meaning effluent can discharge to the river without being UV treated.	Legal / Regulatory	RC to be gained as part of Westport discharge consenting processes	16 Engineer this problem out using a low flow water recycling loop, under discussion with Engineering Firm Davis Ogilvie
Westport WWTP - single operator	The Westport WWTP has only one fully qualified and experienced operator, that is, someone who can fully run the plant to meet our resource consent conditions. This is putting a lot of pressure and responsibility onto one person. If he becomes ill or ceases to work for Westreef, there is no-one else experienced in running this plant to take his place.	Human Resources	Second operator on site and has been in active training for approx. 12 months	Remove this line
Grit removal delay WPT WWTP	IAF to fund construction of the WPT WWTP screens, this is not currently approved there is reputational damage to BDC by association if we receive the plant and can't install due to lack of or delays in Funding	Reputational / Stakeholder Engagement / Political	None - sits with funding decisions	16
Diffuser Failure	Most of the diffusers discharging treated wastewater to the Buller River are blocked. New diffusers need to be established minimum 2.		None	TBC
Biosolids disposal	BDC has no consented biosolids disposal. Biosolids disposal is critical for plant operation.		Currently composting Biosolids, have an understanding with regional council that this work takes place while consent is being sought. Note this used to happen on site.	Resource consent being sought for stockpiling Biosolids Compost creation testing, manufacture and blending works being undertaken for beneficial use of Biosolids and Greenwaste
FOG	Fats Oils and greases need disposal from pump station cleans etc	Legal / Regulatory	WCRC are aware there is an issue and that BDC are undertaking to engineer a solution	A contractor is working on an engineered solution
Scumming / Biosolid Greasiness	Periodically a scum issue occurs at the plant resulting in difficulties with the biosolid use and handling		Chlorine dosing	An engineered option is being investigated – 2025-2026

Operation and Maintenance

The Westport wastewater supply is managed by Council staff, while the operation and maintenance is contracted to Westreef Services Ltd. Details of the specific maintenance requirements are detailed in the Operation and Maintenance Manuals, in the Maintenance contract and within the Programme WaterOutlook.

9 Year O&M Investment forecast

The 9-year O&M investment is summarised in the table below:

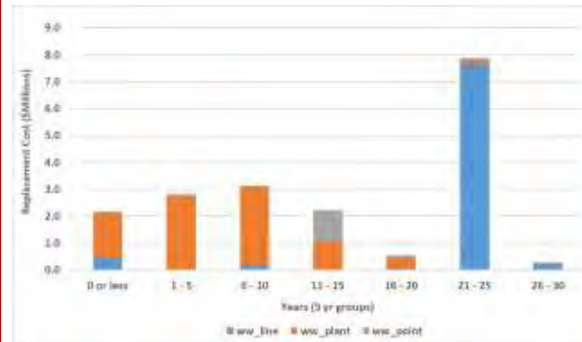


9 Year Operational Investment Total: \$27.15M

Renewals

There are over 77km of sewer mains installed as part of this system, comprised of differing ages and materials.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



There is adequate renewals investment (9 Year LTP: \$16.9M) to address backlog and forecast renewals over the 30-year horizon. The average 30 year investment requirement per year is approximately \$635,000.

Ongoing condition assessments will be undertaken and AssetFinda data updated accordingly. This will help refine future renewals programme planning.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9 Year LTP Total
Critical Spares	453,955
Mains Replacement	7,127,928
Minor Capital	975,762
Pipeline & Pumpstation	1,955,859
Sewer Modelling & Separation	4,108,472
Treatment Plant	2,304,236
Grand Total	16,926,213

New Capital

The only performance problems with the current sewer system relate to the portion of combined sewer / stormwater sections. Modelling of the reticulation network has been undertaken over the last two years. This model will not be completed until significant separation work is undertaken.

New national wastewater treatment standards may drive future wastewater treatment upgrades.

9-year New Capital investment

The 9-year new capital investment is summarised in the table below:

LOS Projects	9 Year LTP Total
Mains Replacement	625,000
Grand Total	625,000

Capital Investment Summary

The charts below summarises the 9-Year Capital Investment forecast:



9 Year Capital Total (including renewals): \$17.6M



Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Westport is detailed in the chart below:



Note: funding is displayed as negative values

REEFTON WASTEWATER SCHEME

Supply Overview

The Reefton system is a combined sewer and stormwater system. The system falls to the area behind the Reefton Racecourse, historically it discharged directly into the Inangahua River.

In 2006 a wastewater treatment plant was constructed adjacent to the original discharge point. The treatment system has a capacity of 100 L/s. Beyond this flow the system will overflow to Cemetery Creek.

The figure below outlines the extent of the Reefton wastewater network:



Registered Population
951



Connected Properties
579



Length of reticulation network
14.6km



Treatment Facility
Aeration, Oxidation ponds



Resource Consent
RC00395V (Expires: 29/08/2028)

Scheme Asset Information

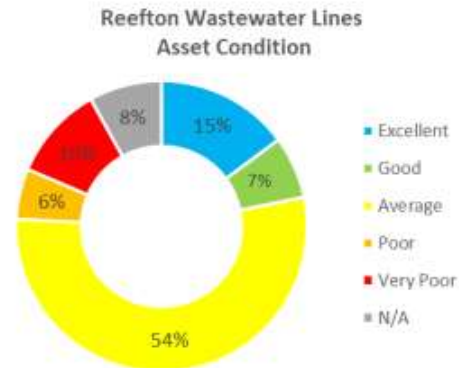
The major assets included in the Reefton Wastewater Supply Scheme are detailed in the table below:

Asset	Size	Length / No.
Outfall Structure	-	1
Pump Station	-	1
Gravity Main	100 - 700mm	14438m
Rising Main	50 - 200mm	158m
Service	25 - 350mm	1640m
Manholes	-	169

Source: AssetFinda 17/02/25

Asset Condition and Performance

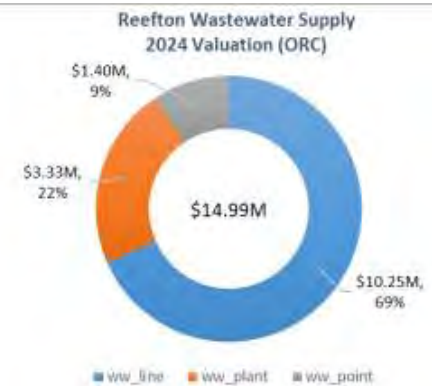
The chart below summarises the 2024 asset condition data for the Reefton wastewater supply:



Source: AssetFinda 17/02/25 (excludes service lines)

Asset Valuation

The chart below summarises the 2024 asset valuation for the Reefton Wastewater Supply:



Resource Consents

The figure below shows the critical assets for the Little Wanganui Wastewater scheme:





Key Supply Issues & 1–3 Year Priorities

Key Supply issues:

- Compliance with current and increasing resource consent conditions
- Capital works (renewal and level of service improvements)
- Investigating and implementing improved efficiencies
- Ongoing affordability of the wastewater service
- In Reefton some of the sewer reticulation is combined with stormwater system. This has the effect of increasing the volume and reducing the concentration of contaminants in the wastewater. There is a wastewater/stormwater separation programme scheduled in the 9-year LTP.
- The treatment system has a capacity of 100 L/s, this frequently overflows during heavy rainfall, the frequency of this overflow is a concern. Beyond 100L/s the system will overflow to Cemetery Creek.

1–3 Year Priorities:

- Stormwater Separation from Wastewater to reduce overflow, including beginning a separate stormwater network.
- Improved screening of overflows
- Addressing the Brick Arch risk under the Railway line near the treatment plant.
- Improving the aeration of the Aeration pond

Risk Management

The high residual risks associated with Reefton’s wastewater supply are detailed in the table below:

Risk Title	Risk Description and Impact	Risk Category	Key controls in place	Control Plan
Consent Renewal	The reconsenting process and new national standards may drive wastewater treatment upgrades. Treatment upgrades may require significant capital investment including Stormwater and wastewater separation.	Financial / Economic	Monitoring of the consent process	Seek additional funding through the LTP or annual plan process
Uncontrolled Wastewater Discharge	If wastewater systems fail to operate then uncontrolled discharges may occur leading to environmental harm, compliance risks, cultural impacts etc	Reputational/ stakeholders	Maintenance checks Dedicated operator Automation functions and alarms Stand by generators	Three Waters team to work with WRSL to understand the risk profile
Anoxic Ponds	During Summer the aeration of the Aeration Pond is not sufficient and can lead to DO discharge outside of the Resource consent and pond biota death with poor odor and poor performance		Improved Aerator on trial	Purchase improved Aerator in place of existing aging aerators that have been performing poorly for years and improve telemetry more in line with the initial resource consent. Planned Aerator purchase 2024-2025.

Performance Measures and Compliance

The table below details Reefton’s compliance against regulatory requirements:

Parameters	Performance
Number of dry weather sewerage overflows	
Resource consent compliance	
Compliance actions (warning, abatement notice, infringement notice, enforcement order or convictions)	0 (over last 3 years)

Asset Criticality

The Reefton Wastewater resource consent is detailed in the table below:

Consent No	Expiry date	Discharge
RC00395V	29/08/2028	na
Comments		
To discharge primary and secondary sewage to Cemetery Creek		
To discharge water containing sediment to Cemetery Creek		
To discharge groundwater to Cemetery Creek		
To take groundwater		
To divert groundwater		
To disturb land		
Work in beds of rivers and lakes		
To discharge odour to air		

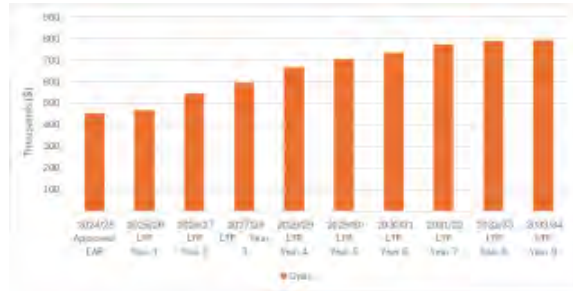
Budget has been allocated in the 9-year LTP for the consent renewal.

Operation and Maintenance

The Reefton wastewater supply is managed by Council staff, while the operation and maintenance is contracted to Westreef Services Ltd. Details of the specific maintenance requirements are detailed in the Maintenance Contract.

9 Year O&M Investment forecast:

The 9-year O&M investment is summarised in the table below:

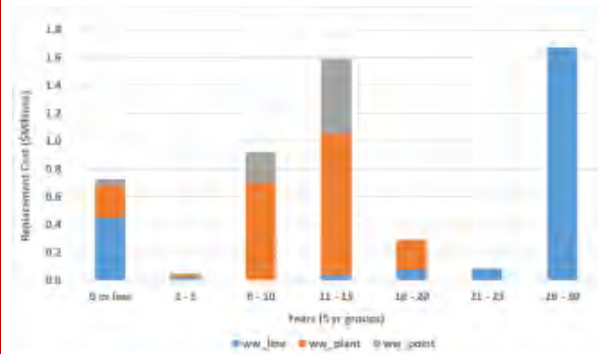


9 Year Operational Investment Total: \$6.07M

Renewals

There are over 14 km of sewer main installed as part of the reticulation, comprised of pipes with differing ages.

The table below outlines the expected renewals requirement over the next 30 years. The renewals forecast is based on the 2024 Valuation and uses the adjusted remaining life.



There is adequate renewals investment (9-year LTP: \$10.3 M) to address backlog and forecast renewals over the 30-year horizon. The average 30-year investment requirement per year is \$177,902.

Ongoing condition assessments will be undertaken and AssetFinda data updated accordingly. This will help refine future renewals programme planning.

9-year renewals investment

The 9-year renewals investment is summarised in the table below:

Renewal Projects	9 Year LTP Total
CCTV Survey	105,143
Minor Capital	275,892
Other Capital	671,174
Separation Stormwater/Wastewater ILOS	3,400,000
Wastewater	3,053,571
WWTP renewals	2,764,394
Grand Total	10,270,175

New Capital

Without any projected growth, there are negligible upgrade requirements associated with the extension of the service area or installation of additional capacity.

New national wastewater treatment standards may drive future wastewater treatment upgrades. This may have an effect on the wastewater discharge consent renewal process.

There are no new capital investment projects included within the nine-year LTP.

Capital Investment Summary

The charts below summarises the 9-Year Capital Investment forecast:



9 Year Capital Total (including renewals): \$10.3M



Asset Disposal Plan

There are no plans to dispose of any significant assets within the timeframe of this AMP.

Funding the Water Supply

The 9-year LTP funding source for Reefton is detailed in the chart below:



Note: funding is displayed as negative values

APPENDIX C – DRAFT DETAILED 2025 9 YEAR BUDGETS
Detailed Operational Investment by Activity & Scheme
Drinking Water

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
WESTPORT WATER	3,601,726	3,061,189	3,280,265	3,554,691	3,966,776	4,183,135	4,227,408	4,342,090	4,373,724	4,403,163	35,392,441
Depreciation	842,055	835,260	911,803	1,001,653	1,165,086	1,205,163	1,223,145	1,322,977	1,339,958	1,361,733	10,366,779
Engineer Consultant/Secondment	9,819	-	-	-	-	-	-	-	-	-	-
Insurance	101,108	103,231	105,812	108,351	110,627	112,839	114,983	117,168	119,394	121,543	1,013,948
Loan Repayment - Interest	805,714	671,040	737,440	862,960	1,053,289	1,178,414	1,154,837	1,114,460	1,072,180	1,027,906	8,872,527
Monitoring & Reporting	24,548	50,000	51,400	52,685	53,791	54,867	55,965	57,084	58,226	59,390	493,408
Overheads - Corporate & Customer Services	190,844	153,396	169,159	178,660	198,731	214,275	226,698	244,106	261,159	272,203	1,918,387
Overheads - Infrastructure Planning	128,777	113,765	120,581	126,771	133,389	139,135	145,471	151,503	158,293	165,040	1,253,948
Power/Heat/Light	39,373	40,000	41,000	41,984	42,866	43,723	44,554	45,400	46,263	47,096	392,885
QA & Contract Supervision	108,915	97,809	117,424	129,982	135,053	139,328	144,664	149,753	155,560	162,141	1,231,714
Rates	19,119	21,687	23,346	24,288	25,011	25,480	25,782	26,505	27,294	28,005	227,398
Repairs/Mtce & Outwork	417,308	125,000	128,500	131,713	134,478	137,168	139,911	142,710	145,564	148,475	1,233,519
Westreef Outwork	914,146	850,000	873,800	895,645	914,454	932,743	951,397	970,425	989,834	1,009,631	8,387,929
REEFTON WATER	792,614	740,448	813,251	817,177	879,854	871,270	885,938	914,862	931,410	946,652	7,800,864
Consultants	34,168	-	-	-	-	-	-	-	-	-	-
Depreciation	150,267	151,153	158,165	162,575	181,773	185,980	189,985	207,885	212,322	216,970	1,666,808
Engineer Consultant/Secondment	19,638	-	20,560	-	21,517	-	-	-	-	-	42,077
External Interest Expense	45,705	36,248	35,386	34,501	33,593	32,661	31,705	30,724	29,717	28,685	293,218
Insurance	16,315	16,658	17,074	17,484	17,851	18,208	18,554	18,907	19,266	19,613	163,617
Loan Interest	32,097	32,098	53,664	58,015	61,642	56,535	51,203	45,636	39,823	33,754	432,371
Monitoring & Reporting	24,548	50,000	51,400	52,685	53,791	54,867	55,965	57,084	58,226	59,390	493,408
Outwork Westreef	176,741	250,000	257,000	263,425	268,957	274,336	279,823	285,419	291,128	296,950	2,467,038
Overheads - Corporate & Customer Services	44,790	40,218	45,078	44,557	49,705	51,412	54,549	58,366	62,682	65,484	472,051
Overheads - Infrastructure Planning	85,981	74,239	78,688	82,727	87,046	90,795	94,930	98,867	103,297	107,700	818,289
Power/Heat/Light	35,447	36,000	36,900	37,786	38,579	39,351	40,098	40,860	41,637	42,386	353,596
QA & Contract Supervision	28,413	26,675	31,313	34,662	36,014	37,154	38,577	39,934	41,483	43,238	329,050
Rates	1,904	2,159	2,324	2,418	2,490	2,537	2,567	2,639	2,717	2,788	22,638
Repairs/Mtce & Outwork	96,600	25,000	25,700	26,343	26,896	27,434	27,982	28,542	29,113	29,695	246,704
WAIMANGAROA WATER	264,301	224,324	227,957	236,418	250,106	288,749	290,764	300,777	302,207	306,364	2,427,665
Consultants	491	500	514	527	538	549	560	571	582	594	4,934
Depreciation	42,889	42,482	43,894	45,501	55,511	61,545	63,345	69,798	71,713	73,680	527,469
External Interest Expense	120,769	97,043	95,450	93,778	92,023	90,181	88,248	86,219	84,089	81,854	808,885
Insurance	4,694	4,793	4,913	5,031	5,136	5,239	5,339	5,440	5,543	5,643	47,077
Loan Interest	-	-	666	6,591	8,892	40,331	39,810	42,411	40,993	42,668	222,362
Monitoring & Reporting	9,819	5,000	5,140	5,269	5,379	5,487	5,596	5,708	5,823	5,939	49,341
Overheads - Corporate & Customer Services	10,063	8,416	9,066	9,331	10,510	11,677	12,434	13,485	14,526	15,220	104,665
Overheads - Infrastructure Planning	6,265	5,534	5,866	6,167	6,489	6,769	7,077	7,370	7,701	8,029	61,002
Power/Heat/Lights	1,473	1,500	1,538	1,574	1,607	1,640	1,671	1,703	1,735	1,766	14,733
QA & Contract Supervision	2,368	2,223	2,446	2,708	2,814	2,903	3,014	3,120	3,241	3,378	25,846
Rates	735	833	897	933	961	979	990	1,018	1,048	1,076	8,734
Repairs Mtce & Outwork	17,605	16,000	16,448	16,859	17,213	17,558	17,909	18,267	18,632	19,005	157,890
Westreef Outwork	47,130	40,000	41,120	42,148	43,033	43,894	44,772	45,667	46,580	47,512	394,726



	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
LITTLE WANGANUI WATER	29,613	36,312	41,552	46,333	51,654	56,045	58,871	62,419	65,091	67,522	485,799
Consultants	1,964	-	-	-	-	-	-	-	-	-	-
Depreciation	5,853	5,918	6,900	7,900	9,638	10,706	11,798	13,725	14,871	16,043	97,499
Insurance	428	437	448	459	468	478	487	496	505	515	4,292
Loan Interest	-	-	3,079	5,852	8,441	10,786	11,522	12,096	12,493	12,702	76,971
Overheads - Corporate & Customer Services	1,924	2,316	2,555	2,683	2,939	3,222	3,495	3,812	4,176	4,446	29,644
Overheads - Infrastructure Planning	2,871	2,536	2,688	2,826	2,974	3,102	3,243	3,378	3,529	3,679	27,955
QA & Contract Supervision	947	889	979	1,083	1,125	1,161	1,206	1,248	1,296	1,351	10,338
Rates	191	216	233	242	249	254	257	264	272	279	2,265
Repairs/Mtce & Outwork	707	6,000	6,168	6,322	6,455	6,584	6,716	6,850	6,987	7,127	59,209
Westreef Outwork	14,728	18,000	18,504	18,967	19,365	19,752	20,147	20,550	20,961	21,380	177,627
PUNAKAIKI WATER	231,305	213,885	222,050	234,117	253,040	260,727	260,468	267,801	267,410	266,592	2,246,091
Depreciation	82,663	75,138	81,117	84,647	95,398	97,309	98,419	106,845	107,782	108,785	855,441
Insurance	5,024	5,130	5,258	5,384	5,498	5,607	5,714	5,823	5,933	6,040	50,388
Loan Repayment - Interest	24,446	25,372	22,917	27,722	31,956	34,223	29,408	24,377	19,121	13,802	228,899
Monitoring & Reporting	19,638	10,000	10,280	10,537	10,758	10,973	11,193	11,417	11,645	11,878	98,682
Overheads - Corporate & Customer Services	14,614	12,566	13,815	14,275	15,682	16,796	17,740	19,152	20,445	21,235	151,706
Overheads - Infrastructure Planning	4,327	3,822	4,051	4,259	4,482	4,675	4,888	5,090	5,318	5,545	42,130
Power/Light/Heat	3,142	3,200	3,280	3,359	3,429	3,498	3,564	3,632	3,701	3,768	31,431
QA & Contract Supervision	6,630	6,224	6,850	7,582	7,878	8,127	8,439	8,736	9,074	9,458	72,369
Rates	381	433	466	485	499	509	515	529	545	559	4,540
Repairs/Mtce & Outwork	21,343	22,000	22,616	23,181	23,668	24,142	24,624	25,117	25,619	26,132	217,099
Westreef Outwork	49,097	50,000	51,400	52,685	53,791	54,867	55,965	57,084	58,226	59,390	493,408
MOKIHINUI WATER	46,129	60,436	67,884	245,807	74,633	83,642	84,980	87,229	88,651	89,798	883,060
Depreciation	7,048	7,128	8,160	8,501	10,568	11,874	12,198	13,524	13,998	14,342	100,292
Drinking Water Standards (DWS)	-	20,000	20,000	195,000	20,000	20,000	20,000	20,000	20,000	20,000	355,000
Insurance	681	696	713	731	746	761	775	790	805	819	6,836
Loan Interest	-	-	4,376	4,891	5,314	11,794	11,546	11,169	10,698	10,083	69,872
Monitoring & Reporting	2,926	3,000	3,084	3,161	3,227	3,292	3,358	3,425	3,494	3,563	29,604
Overheads - Corporate & Customer Services	2,294	1,839	2,042	2,103	2,357	2,618	2,783	3,011	3,252	3,401	23,406
Overheads - Infrastructure Planning	2,118	1,871	1,983	2,085	2,194	2,289	2,393	2,492	2,604	2,715	20,626
Power/Light/Heat	3,731	3,800	3,895	3,988	4,072	4,154	4,233	4,313	4,395	4,474	37,324
QA & Contract Supervision	13,259	12,448	13,699	15,165	15,756	16,255	16,877	17,471	18,149	18,916	144,737
Rates	136	154	166	172	178	181	183	188	194	199	1,615
Repairs Mtce & Outwork	4,117	3,000	3,084	3,161	3,227	3,292	3,358	3,425	3,494	3,563	29,604
Westreef Outwork	9,819	6,500	6,682	6,849	6,993	7,133	7,275	7,421	7,569	7,721	64,143

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
INANGAHUA JUNCTION WATER	75,602	76,684	84,697	92,845	103,349	105,042	106,123	109,999	112,561	114,889	906,190
Depreciation	25,773	25,488	28,258	30,670	34,892	36,336	37,264	40,874	43,031	45,064	321,876
Insurance	1,357	1,385	1,420	1,454	1,484	1,514	1,543	1,572	1,602	1,631	13,604
Loan Repayment - Interest	1,205	1,072	4,303	8,338	12,945	11,622	10,241	8,800	7,343	5,963	70,627
Monitoring & Reporting	-	5,000	5,140	5,269	5,379	5,487	5,596	5,708	5,823	5,939	49,341
Overheads - Corporate & Customer Services	5,242	5,058	5,598	5,871	6,441	6,962	7,401	8,006	8,722	9,221	63,280
Overheads - Infrastructure Planning	1,290	1,114	1,180	1,241	1,306	1,362	1,424	1,483	1,549	1,615	12,274
Power/Light/Heat	4,811	4,900	5,023	5,143	5,251	5,356	5,458	5,562	5,667	5,769	48,128
QA & Contract Supervision	2,841	2,668	2,936	3,250	3,376	3,483	3,617	3,744	3,889	4,054	31,015
Repairs/Mtce & Outwork	11,783	5,000	5,140	5,269	5,379	5,487	5,596	5,708	5,823	5,939	49,341
Westreef Outwork	21,300	25,000	25,700	26,343	26,896	27,434	27,982	28,542	29,113	29,695	246,704
NGAKAWAU-HECTOR WATER	49,037	48,443	49,713	50,704	53,575	54,546	55,524	68,249	69,628	70,880	521,263
Depreciation	19,415	19,422	19,459	19,474	21,229	21,224	21,219	22,810	22,805	22,800	190,440
Insurance	2,193	2,239	2,295	2,350	2,399	2,447	2,494	2,541	2,590	2,636	21,992
Overheads - Corporate & Customer Services	3,034	2,889	3,071	3,111	3,369	3,572	3,749	4,867	5,182	5,367	35,177
Overheads - Infrastructure Planning	7,887	6,968	7,385	7,764	8,170	8,522	8,910	9,279	9,695	10,108	76,801
QA & Contract Supervision	474	445	489	542	563	581	603	624	648	676	5,169
Rates	1,305	1,481	1,594	1,659	1,708	1,740	1,761	1,810	1,864	1,912	15,529
Repairs Mtce & Outwork	14,729	15,000	15,420	15,806	16,137	16,460	16,789	17,125	17,468	17,817	148,022
Westreef Outwork	-	-	-	-	-	-	-	9,193	9,377	9,564	28,134
CAPE FOULWIND WATER	113,299	107,687	111,638	113,612	121,199	123,035	124,883	132,016	134,221	136,189	1,104,480
Depreciation	58,051	57,772	59,213	59,261	64,672	64,738	64,806	69,760	69,838	69,918	579,979
Insurance	6,424	6,558	6,722	6,883	7,028	7,168	7,305	7,443	7,585	7,721	64,413
Overheads - Corporate & Customer Services	7,113	6,530	7,019	7,084	7,762	8,208	8,593	9,329	9,892	10,202	74,619
Overheads - Infrastructure Planning	13,677	10,939	11,594	12,190	12,826	13,378	13,988	14,568	15,221	15,869	120,573
QA & Contract Supervision	4,262	4,001	4,403	4,874	5,065	5,225	5,425	5,616	5,834	6,080	46,523
Rates	3,426	3,886	4,183	4,352	4,482	4,566	4,620	4,749	4,891	5,018	40,746
Repairs Mtce & Outwork	705	3,000	3,084	3,161	3,227	3,292	3,358	3,425	3,494	3,563	29,604
Westreef Outwork	19,641	15,000	15,420	15,806	16,137	16,460	16,789	17,125	17,468	17,817	148,022
SOUTH GRANITY WATER	957	977	1,007	1,033	1,056	1,081	1,106	1,131	1,158	1,185	9,734
Overheads - Corporate & Customer Services	71	69	74	76	79	85	90	94	101	106	774
Repairs/Mtce & Outwork	341	349	359	368	375	383	391	398	406	415	3,444
Westreef Outwork	545	559	575	589	601	613	626	638	651	664	5,516
Grand Total	5,204,583	4,570,385	4,900,016	5,392,737	5,755,243	6,027,272	6,096,066	6,286,573	6,346,060	6,403,235	51,777,588



Wastewater

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
LITTLE WANGANUI SEWERAGE	52,014	49,945	53,990	55,919	117,110	61,286	63,626	71,414	79,548	146,235	699,074
Opex	52,014	49,945	53,990	55,919	117,110	61,286	63,626	71,414	79,548	146,235	699,074
Consultants	5,891	2,000	2,056	2,107	2,152	2,195	2,239	2,283	2,329	2,376	19,736
Depreciation	17,595	17,276	18,593	19,556	21,625	23,002	24,386	26,157	26,347	27,889	204,832
Insurance	1,782	1,820	1,866	1,910	1,950	1,989	2,027	2,066	2,105	2,143	17,876
Internal Loan Interest	-	-	1,390	1,273	1,150	1,022	888	5,804	12,604	11,383	35,515
Monitoring & Reporting	9,819	12,000	12,336	12,644	12,910	13,168	13,431	13,700	13,974	14,254	118,418
Overheads - Corporate & Customer Services	3,617	3,270	3,584	3,713	8,394	4,391	4,738	5,075	5,417	11,580	50,162
Overheads - Infrastructure Planning	2,101	2,173	2,303	2,422	2,548	2,658	2,779	2,894	3,024	3,153	23,954
Power/Light/Heat	2,062	2,105	2,158	2,209	2,256	2,301	2,345	2,389	2,435	2,478	20,676
QA & Contract Supervision	1,421	1,334	1,468	1,625	1,688	1,742	1,808	1,872	1,945	2,027	15,508
Rates	852	967	1,041	1,083	1,115	1,136	1,150	1,182	1,217	1,249	10,139
Repairs Mtce & Outwork	1,964	2,000	2,056	2,107	55,943	2,195	2,239	2,283	2,329	61,766	132,918
Westreef Outwork	4,910	5,000	5,140	5,269	5,379	5,487	5,596	5,708	5,823	5,939	49,341
REEFTON SEWERAGE	453,942	465,901	546,660	595,736	668,227	704,314	735,861	773,778	789,143	793,469	6,073,091
Opex	453,942	465,901	546,660	595,736	668,227	704,314	735,861	773,778	789,143	793,469	6,073,091
Depreciation	160,404	167,096	185,759	202,096	236,681	251,182	264,218	290,181	297,785	303,568	2,198,506
External Loan Interest	-	-	49,085	45,048	40,811	36,363	31,695	26,795	21,653	16,255	267,706
Insurance	18,465	18,852	19,323	19,787	20,203	20,607	20,998	21,397	21,804	22,196	185,167
Internal Loan Interest	8,432	17,588	16,998	42,655	72,889	88,415	101,127	106,451	107,551	101,117	654,791
Monitoring & Reporting	15,710	16,000	16,448	16,859	17,213	17,558	17,909	18,267	18,632	19,005	157,890
Overheads - Corporate & Customer Services	28,005	27,229	30,440	32,138	36,144	39,542	42,632	46,509	50,118	52,316	357,068
Overheads - Infrastructure Planning	55,888	48,256	51,147	53,772	56,580	59,017	61,704	64,263	67,143	70,005	531,887
Power/Light/Heat	23,566	24,000	24,600	25,190	25,719	26,234	26,732	27,240	27,758	28,257	235,731
QA & Contract Supervision	14,206	13,338	14,678	16,248	16,882	17,416	18,083	18,719	19,445	20,268	155,076
Rates	16,348	18,543	19,961	20,767	21,385	21,786	22,045	22,663	23,337	23,945	194,432
Repairs Mtce & Outwork	19,638	20,000	20,560	21,074	21,517	21,947	22,386	22,834	23,290	23,756	197,363
Westreef Outwork	93,280	95,000	97,660	100,102	102,204	104,248	106,333	108,459	110,628	112,841	937,474
WESTPORT SEWERAGE	2,675,503	2,560,755	2,722,441	2,805,320	2,966,111	3,013,189	3,074,156	3,228,367	3,303,283	3,475,877	27,149,499
Opex	2,675,503	2,560,755	2,722,441	2,805,320	2,966,111	3,013,189	3,074,156	3,228,367	3,303,283	3,475,877	27,149,499
Consultants	35,210	25,000	25,700	26,343	26,896	27,434	27,982	28,542	29,113	29,695	246,704
Depreciation	874,698	882,455	966,041	1,020,441	1,142,540	1,166,765	1,194,946	1,310,853	1,346,687	1,382,436	10,413,164
Disposal of WWTP Solids	41,242	42,271	62,078	63,630	64,966	66,265	67,591	68,942	70,321	71,728	577,792
External Loan Interest	76,280	88,122	145,053	138,126	130,855	123,224	115,214	106,807	97,983	88,721	1,034,105
Insurance	110,103	112,416	115,226	117,992	120,470	122,879	125,214	127,593	130,017	132,357	1,104,164
Internal Loan Interest	91,340	103,698	82,932	81,798	77,408	62,303	57,432	52,348	47,040	41,499	606,459
Monitoring & Reporting	34,367	70,000	36,212	26,512	27,069	27,610	28,162	28,726	29,300	29,886	303,478
Overheads - Corporate & Customer Services	176,100	156,468	171,502	177,287	193,901	207,789	220,772	239,397	257,908	279,436	1,904,460
Overheads - Infrastructure Planning	89,435	92,486	98,028	103,059	108,440	113,111	118,262	123,166	128,686	134,171	1,019,409
Power/Light/Heat	229,371	234,189	240,044	245,805	250,967	255,986	260,850	265,806	270,856	275,732	2,300,234
QA & Contract Supervision	57,773	54,240	59,691	66,074	68,652	70,825	73,537	76,124	79,077	82,422	630,641
Rates	17,112	19,410	20,895	21,738	22,385	22,805	23,075	23,722	24,428	25,065	203,523
Repairs Mtce & Outwork	142,378	10,000	10,280	10,537	10,758	10,973	11,193	11,417	11,645	106,902	193,706
Westreef Outwork	700,094	670,000	688,760	705,979	720,805	735,221	749,925	764,924	780,222	795,826	6,611,661
Grand Total	3,181,459	3,076,601	3,323,091	3,456,975	3,751,449	3,778,789	3,873,643	4,073,559	4,171,974	4,415,581	33,921,664

Stormwater

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Stormwater	965,501	894,256	957,364	1,014,340	1,084,379	1,118,498	1,149,299	1,209,062	1,243,451	1,296,386	9,967,036
Consultants Fees	4,910	5,000	5,140	5,269	5,379	5,487	5,596	5,708	5,823	5,939	49,341
Depreciation	367,504	368,373	395,126	417,708	455,205	464,307	473,692	510,329	520,274	530,486	4,135,501
External Loan Interest	20,925	19,558	30,821	42,650	54,635	61,427	63,124	64,898	66,754	68,693	472,561
Insurance	39,671	40,504	41,517	42,513	43,406	44,274	45,115	45,972	46,846	47,689	397,835
Loan Interest	6,797	5,076	3,277	2,147	1,220	459	299	131	-	-	12,609
Operating Expenditure											-
Overheads - Corporate & Customer Services	53,588	47,540	52,450	54,765	59,711	63,950	67,822	73,457	78,845	84,063	582,603
Overheads - Infrastructure Planning	153,117	132,207	140,129	147,321	155,013	161,690	169,053	176,064	183,954	191,794	1,457,225
QA & Contract Supervision	66,296	62,242	68,497	75,823	78,781	81,274	84,387	87,356	90,744	94,582	723,687
Rates	12,126	13,755	14,807	15,405	15,863	16,161	16,352	16,811	17,311	17,763	144,227
Repairs Mtce & Outwork	14,730	15,000	15,420	15,806	16,137	16,460	16,789	17,125	17,468	17,817	148,022
Westreef Outwork	225,837	185,000	190,180	194,935	199,028	203,009	207,069	211,210	215,434	237,560	1,843,425
Grand Total	965,501	894,256	957,364	1,014,340	1,084,379	1,118,498	1,149,299	1,209,062	1,243,451	1,296,386	9,967,036

Detailed Capital Investment by Activity & Scheme
Drinking Water

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
WESTPORT WATER											
ILOS	975,589	723,834	579,129	593,607	520,712	541,370	229,470	251,111	271,351	652,522	4,363,106
Assessments, Strategies & Modelling	404,351										-
Backflow Prevention	293,455	300,000	308,400	316,110	322,748	329,203	-	-	-	356,340	1,932,802
Drinking Water Standards (DWS)	277,783	243,360	270,729	277,497	197,964	212,167	229,470	251,111	271,351	296,182	2,249,830
Koeghans Bridge	-	180,474	-	-	-	-	-	-	-	-	180,474
Renewals	3,691,689	1,545,684	3,231,827	4,721,890	4,341,166	1,133,525	1,031,520	1,201,701	1,164,681	1,415,527	19,787,520
Assessments, Strategies & Modelling	166,923	20,000	20,560	21,074	21,517	164,602	22,386	22,834	23,290	183,721	499,982
Main Renewals	-	500,684	600,147	611,406	667,214	550,835	567,014	647,987	599,893	679,291	5,424,472
Minor Capital	196,380	300,000	308,400	316,110	322,748	329,203	335,787	342,503	349,353	356,340	2,960,445
Reticulation Valves	44,602	45,000	46,260	47,417	48,412	49,380	50,368	51,375	52,403	53,451	444,067
Trunkmain Renewal	3,092,984	-	-	-	3,227,483	-	-	68,501	69,871	71,268	3,437,122
Tunnell Bracing	-	500,000	2,056,000	3,687,950	-	-	-	-	-	-	6,243,950
WTP renewals	190,800	180,000	200,460	37,933	53,791	39,504	55,965	68,501	69,871	71,456	777,480
REEFTON WATER											
ILOS	133,488	60,000	61,680	63,222	64,550	65,841	67,157	68,501	69,871	71,268	592,089
Assessments & Strategies	6,288										-
Backflow Prevention	117,380	50,000	51,400	52,685	53,791	54,867	55,965	57,084	58,226	59,390	493,408
Water Safety compliance upgrades	9,820	10,000	10,280	10,537	10,758	10,973	11,193	11,417	11,645	11,878	98,682
Renewals	307,276	310,114	279,185	287,095	289,238	264,505	299,502	255,424	313,178	375,141	2,673,382
Assessments & Strategies	62,446	70,000	59,624	61,115	62,398	24,142	24,624	25,117	25,619	26,132	378,770
Main Renewals	108,634	95,114	80,781	83,731	84,727	108,682	140,563	70,472	147,817	206,473	1,018,361
Minor Capital	58,916	110,000	113,080	115,907	118,341	120,708	123,122	125,584	128,096	130,658	1,085,497
Reticulation Valves	5,868	-	-	-	-	-	-	-	-	-	-
WTP renewals	71,412	35,000	25,700	26,343	23,773	10,973	11,193	34,250	11,645	11,878	190,755
WAIMANGAROA WATER											
ILOS	120,779	38,896	141,556	612,644	180,493	73,376	156,681	78,871	164,327	84,797	1,531,642
Backflow Prevention	12,765	12,000	12,336	12,644	12,910	13,168	13,431	13,700	13,974	14,254	118,418
Drinking Water Standards (DWS)	58,916	26,896	26,420	600,000	60,000	60,208	31,320	65,171	33,902	70,544	974,461
Other Capital	49,098	-	102,800	-	107,583	-	111,929	-	116,451	-	438,763
Renewals	17,605	18,000	18,504	18,967	19,365	19,752	20,147	20,550	20,961	21,380	177,627
Minor Capital	17,605	18,000	18,504	18,967	19,365	19,752	20,147	20,550	20,961	21,380	177,627
LITTLE WANGANUI WATER											
ILOS	71,080	70,000	71,960	206,611	75,308	76,814	78,350	79,917	81,516	83,146	823,623
Backflow Prevention	2,346	-	-	-	-	-	-	-	-	-	-
Drinking Water Standards (DWS)	39,277	40,000	41,120	175,000	43,033	43,894	44,772	45,667	46,580	47,512	527,578
Other Capital - Easement	29,457	30,000	30,840	31,611	32,275	32,920	33,579	34,250	34,935	35,634	296,045
Renewals	8,837	9,000	9,252	9,483	9,682	9,876	10,074	10,275	10,481	10,690	88,813
Minor Capital	8,837	9,000	9,252	9,483	9,682	9,876	10,074	10,275	10,481	10,690	88,813

Drinking Water Continued

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
▣ PUNAKAIKI WATER											
▣ ILOS	500,929	10,000	41,120	42,148	10,758	10,973	11,193	-	-	-	126,193
Backflow Prevention	9,977	10,000	10,280	10,537	10,758	10,973	11,193	-	-	-	63,742
Supply Improvements	19,640										-
Water Safety compliance upgrades	471,312	-	30,840	31,611	-	-	-	-	-	-	62,451
▣ Renewals	68,738	20,000	174,760	168,592	182,891	21,947	33,579	22,834	34,935	23,756	683,293
Minor Capital	49,098	20,000	20,560	21,074	21,517	21,947	22,386	22,834	23,290	23,756	197,363
Supply Improvements	19,640	-	143,920	147,518	150,616	-	-	-	-	-	442,054
WTP renewals	-	-	10,280	-	10,758	-	11,193	-	11,645	-	43,876
▣ MOKIHINUI WATER											
▣ ILOS	98,687	100,000	20,560	21,074	188,270	21,947	22,386	45,667	23,290	23,756	466,950
Backflow Prevention	493	-	-	-	-	-	-	-	-	-	-
Drinking Water Standards (DWS)	19,640	20,000	20,560	21,074	166,753	21,947	22,386	22,834	23,290	23,756	342,600
Other Capital - Easement	78,554	80,000	-	-	21,517	-	-	22,834	-	-	124,350
▣ Renewals	88,374	10,000	10,280	5,269	5,379	5,487	5,596	5,708	5,823	5,939	59,481
Minor Capital	9,820	10,000	10,280	5,269	5,379	5,487	5,596	5,708	5,823	5,939	59,481
Other Capital - Easement	78,554	-	-	-	-	-	-	-	-	-	-
▣ INANGAHUA JUNCTION WATER											
▣ ILOS	55,176	21,200	21,794	64,486	65,841	67,157	1,343	-	-	-	241,821
Backflow Prevention	1,174	1,200	1,234	1,264	1,291	1,317	1,343	-	-	-	7,649
Other Capital - Water Resilience Upgrade	54,002	20,000	20,560	63,222	64,550	65,841	-	-	-	-	234,172
▣ Renewals	60,875	60,000	30,840	10,537	10,758	10,973	11,193	11,417	11,645	11,878	169,242
Minor Capital	55,968	10,000	10,280	10,537	10,758	10,973	11,193	11,417	11,645	11,878	98,682
WTP renewals	4,907	50,000	20,560	-	-	-	-	-	-	-	70,560
▣ NGAKAWAU-HECTOR WATER											
▣ ILOS	2,931	5,000	5,140	200,000	20,000	20,000	20,000	20,000	20,000	20,000	330,140
Backflow Prevention	2,346	-	-	-	-	-	-	-	-	-	-
Drinking Water Standards (DWS)	585	5,000	5,140	200,000	20,000	20,000	20,000	20,000	20,000	20,000	330,140
▣ Renewals	1,760	1,800	1,850	3,161	3,227	3,292	3,358	3,425	3,494	3,563	27,171
Water Supplies - Minor capital	1,760	1,800	1,850	3,161	3,227	3,292	3,358	3,425	3,494	3,563	27,171
▣ CAPE FOULWIND WATER											
▣ ILOS	49,098	-	-	-	-	-	-	-	-	-	-
Backflow Prevention	49,098	-	-	-	-	-	-	-	-	-	-
▣ Renewals	14,727	15,000	15,420	15,806	16,137	16,460	16,789	17,125	17,468	17,817	148,022
Minor Capital	14,727	15,000	15,420	15,806	16,137	16,460	16,789	17,125	17,468	17,817	148,022
Grand Total	6,267,638	3,018,528	4,714,857	7,044,592	6,003,776	2,363,296	2,018,339	2,092,526	2,213,019	2,821,181	32,290,114



Wastewater

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
WESTPORT	1,342,013	2,433,927	1,810,551	1,496,325	1,378,323	1,686,682	1,981,232	2,222,947	2,296,862	2,244,363	17,551,213
Renewals	1,070,116	2,433,927	1,810,551	1,496,325	1,378,323	1,561,682	1,856,232	2,097,947	2,171,862	2,119,363	16,926,213
Critical Spares	54,620	12,182	63,103	13,062	13,493	13,925	143,430	88,554	106,206	-	453,955
Mains Replacement	464,666	476,745	850,000	511,195	528,064	684,214	704,741	1,094,151	1,124,787	1,154,032	7,127,928
Minor Capital	98,191	95,000	98,420	101,865	105,226	108,593	111,851	115,095	118,318	121,394	975,762
Pipeline & Pumpstation	188,902	1,000,000	177,428	226,847	66,953	69,095	189,781	73,232	75,282	77,240	1,955,859
Sewer Modelling & Separation	94,760	400,000	414,400	428,904	443,058	457,236	470,953	484,610	498,179	511,132	4,108,472
Treatment Plant	168,977	450,000	207,200	214,452	221,529	228,618	235,476	242,305	249,090	255,566	2,304,236
ILOS	271,897					125,000	125,000	125,000	125,000	125,000	625,000
Mains Replacement						125,000	125,000	125,000	125,000	125,000	625,000
Pipeline & Pumpstation	213,676										-
Treatment Plant	58,221										-
REEFTON	540,084	1,175,434	989,833	1,167,514	1,351,265	1,343,958	1,228,253	1,115,115	1,019,414	879,389	10,270,175
Renewals	516,832	1,175,434	989,833	1,167,514	1,351,265	1,343,958	1,228,253	1,115,115	1,019,414	879,389	10,270,175
CCTV Survey	5,934	20,000	20,720	21,445	6,646	6,859	7,064	7,269	7,473	7,667	105,143
Minor Capital	82,479	50,000	25,242	26,126	26,988	27,851	28,687	29,519	30,345	31,134	275,892
Other Capital	35,661	100,976	58,495	60,542	84,858	64,541	66,477	92,816	70,321	72,149	671,174
Separation Stormwater/Wastewater ILOS			200,000	200,000	500,000	500,000	500,000	500,000	500,000	500,000	3,400,000
WASTEWATER	196,379	400,000	310,800	321,678	332,293	342,927	353,215	363,458	373,635	255,566	3,053,571
WWTP renewals	196,379	604,458	374,576	537,723	400,480	401,780	272,810	122,053	37,641	12,873	2,764,394
ILOS	23,252										-
Install additional manholes	23,252										-
LITTLE WANGANUI	194,689	38,097	122,309	8,641	8,927	180,676	9,489	9,764	10,037	201,973	589,911
Renewals	121,046	38,097	122,309	8,641	8,927	180,676	9,489	9,764	10,037	201,973	589,911
CCTV Survey	-	25,000	-	-	-	-	-	-	-	-	25,000
Main Renewals	108,280	-	113,960	-	-	171,463	-	-	-	191,675	477,098
Minor Capital	12,766	13,097	8,349	8,641	8,927	9,212	9,489	9,764	10,037	10,298	87,813
ILOS	73,643										-
Main Renewals	73,643										-
Grand Total	2,076,786	3,647,458	2,922,693	2,672,480	2,738,514	3,211,315	3,218,974	3,347,826	3,326,313	3,325,725	28,411,299

Stormwater

	2024/25 AP	2025/26 LTP	2026/27 LTP	2027/28 LTP	2028/29 LTP	2029/30 LTP	2030/31 LTP	2031/32 LTP	2032/33 LTP	2033/34 LTP	9 Year Total
Stormwater											
Renewals	190,584	800,371	805,064	809,792	797,667	801,752	805,705	809,640	813,550	817,283	7,260,825
Assessments & Investigations	49,097	50,371	52,184	54,011	39,056	40,305	41,514	42,718	43,915	45,056	409,131
Main Replacement	43,296	670,000	670,000	670,000	670,000	670,000	670,000	670,000	670,000	670,000	6,030,000
Minor Capital	98,191	80,000	82,880	85,781	88,612	91,447	94,191	96,922	99,636	102,226	821,694
ILOS	446,817										-
Flooding mitigations works	446,817										-
Grand Total	637,401	800,371	805,064	809,792	797,667	801,752	805,705	809,640	813,550	817,283	7,260,825

APPENDIX D: 2025 LTP ASSUMPTIONS

To be inserted, info awaited

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 7

Prepared by Nicola Woodward
Community Engagement Manager

Reviewed by Krissy Trigg
Group Manager Community Services

Public Excluded: No

FUNDING AND GRANTS – LONG TERM PLAN

1. **EXECUTIVE SUMMARY**

This report provides an assessment of Council's grant funding (pool) allocations and explores potential changes to reduce the impact on general rates. Council currently funds five key areas (table 1); Council Base Grants, Swimming Pools, (Karamea and Ngakawau), Tourism Support, Grants - Museum Support, Other (youth, tourism) all of which are funded through general rates.

2. Council has requested an analysis of grant funding options, including maintaining current levels, reducing funding, or removing grants entirely in the 2025-2034 Long Term Plan (Long-Term Plan).

3. **Key Considerations & Risks**

- Maintaining current funding ensures continued community services and initiatives but does not reduce ratepayer costs.
- Reducing grant allocations balances cost savings with continued support but may impact service levels.
- Removing grants entirely provides a 3.49% reduction in general rates but would significantly affect community services, community initiatives, and community facilities.
- Legal and policy implications may require consultation under the Significance and Engagement Policy, making this a key item for the Long-Term Plan consultation process.

4. **DRAFT RECOMMENDATION**

Council to determine a preferred approach to grant funding, ensuring alignment with strategic priorities and community expectations. Further public consultation

may be required through the Long-Term Plan process to assess community support for some of proposed changes.

The Council either;

- 1) Keep the current grant pool as status quo, OR;**
- 2) To reduce the grant pool to an amount as specified by elected members; OR**
- 3) Remove the grant pool.**

5. **ISSUES & DISCUSSION**

6. **BACKGROUND**

Council allocates grant funding across five key areas, all funded through general rates: Council Base Grants, Swimming Pools, (Karamea and Ngakawau), Tourism Support, Grants - Museum Support, Other (youth and sports).

7. For the purpose of this report, the swimming pools serviced by Buller Holding Limited (BHL), in Westport and Reefton have not been included as this is managed by a separate agreement with the Council Controlled Organisation.
8. Historically, only contestable grants and the revitalisation fund have included accountability measures in the application process, while the other four areas have not required formal reporting. However, the Long-Term Plan (Long-Term Plan) process determines all grant budget allocations. These grants have played a vital role in supporting initiatives and services across the Buller District, ensuring the continuation of programs and facilities that might otherwise be unavailable.
9. With the legislative removal of the wellbeing's and Central Governments encouragement of local councils to focus on core services, Council has requested a review of the current funding levels and potential impacts to community. Early engagement for the 2024 – 2034 Long-Term Plan in November 2023 included community feedback on funding priorities, particularly regarding reductions to community grants, museums, and other assets. Online polls captured public opinion, revealing mixed views—with a slight majority opposing reductions, while some supported cuts for financial relief (reduction in rates).

10. The following is what is currently in the 2024-2033 Long-Term Plan.

Activity	2023/ 24 Actuals	2024/ 25 AP	2025/ 26 LTP
Council Base Grants			
Council contestable grants pool	\$ 67,120	\$ 105,000	\$ 105,000
Representation Grants (NZ reps)	0	\$ 500	0
Grants - Facilities Hire	\$ 3,315	\$ 3,831	\$ 3,909
Mayoral Relief	\$ 500	\$ 3,250	\$ 3,250
Voluntary groups - contribution for Council fees	0	\$ 1,250	\$ 1,250
Revitalisation	\$ 50,000	\$ 50,000	\$ 50,000
Total:	\$ 120,935	\$ 163,831	\$ 163,409
Swimming Pools			
Ngakawau Swimming Pool	\$ 3,000	\$ 3,000	\$ 3,000
Karamea Swimming Club	\$ 8,500	\$ 8,500	\$ 8,500
Total:	\$ 11,500	\$ 11,500	\$ 11,500
Tourism Support			
Museum of Kawatiri - i-site operation	\$ 35,840	\$ 35,840	\$ 35,840
Reefton Inc - Inangahua Tourism & Promotion	\$ 15,000	\$ 15,000	\$ 15,000
Karamea Information Centre	\$ 25,000	\$ 25,000	\$ 25,000
Northern Buller Resource Centre	\$ 5,000	\$ 5,000	\$ 5,000
Tourism Promotion	\$ 5,000	\$ 5,000	\$ 10,000
Total:	\$ 85,840	\$ 85,840	\$ 90,840
Museum Support			
Blacks Point Museum	\$ 15,000	\$ 15,000	\$ 15,000
Museum of Kawatiri	\$ 120,776	\$ 120,776	\$ 120,776
Karamea Historical Society	\$ 5,000	\$ 5,000	\$ 5,000
Granity Museum	\$ 5,500	\$ 5,500	\$ 5,500
Total:	\$ 146,276	\$ 146,276	\$ 146,276

Activity	2023/ 24 Actuals	2024/ 25 AP	2025/ 26 LTP
Other			
Youth Development	\$ -	\$ 10,000	\$ 10,000
Sport Tasman Contribution	\$ 25,000	\$ 25,000	\$ 25,000
Total:	\$ 25,000	\$ 35,000	\$ 35,000

11. **Total grants pool for 2025/2026: \$447,025 = 3.49% in general rates**

12. **OPTIONS**

13. **Option 1 - Keep the current grant pool as status quo**

Maintain funding for all five grant areas, with the addition of accountability measures for grants approved through the Long-Term Plan (Long-Term Plan) submission process.

14. **Advantages:**

- Provides continuity and financial certainty for community groups and organisations.
- Ensures ongoing support for community facilities, events, and initiatives that foster a connected and engaged community.
- Supports local groups in delivering essential services that might not otherwise be available.
- Avoids disruption to existing programmes and facilities relied upon by residents.

15. **Disadvantages:**

- No impact on reducing rates.
- Ongoing reliance on ratepayer funding, limiting Council's ability to allocate funds elsewhere.
- Lack of change in financial sustainability may create long-term funding challenges.

16. **Option 2 – Reduce Grant Pool**

Reduce the total grants pool, while still providing some level of financial support.

17. Alternatively, a reduction could be achieved by making all grants a fully contestable process for Councillors to review and approve through the Long-Term Plan process.

18. **Advantages:**

- Offers a balance between cost savings and continued community support.
- Reduces the financial burden on ratepayers while maintaining partial funding for key initiatives.
- Encourages organisations to seek alternative funding sources, promoting financial sustainability.

- Completing any community funding requests through the Long-Term Plan process would have a fair and transparent process of applying for funding
19. **Disadvantages:**
- Potential reduction in the level of service provided by grant recipients, impacting community access to events, services, and initiatives.
 - Could create inequities if reductions are not carefully managed across different funding areas.
 - May lead to fewer community-led initiatives.
 - Completing all community funding requests through the Long-Term Plan process could significantly increase submissions and take a considerable amount of time to work through during the deliberations.
20. **Option 3 – Remove the grant pool**
Remove all grant funding.
21. **Advantages:**
- Achieves a **3.49%** reduction in general rates.
 - Allows Council to reallocate funds to other priority areas
 - Encourages community groups to explore alternation funding opportunities
22. **Disadvantages:**
- Loss of financial support for community groups, potentially leading to service reductions or closures.
 - Major impact on community swimming pools, museums, and contestable grants that support events and local initiatives.
 - May lead to decreased community cohesion, as fewer opportunities exist for social, cultural, and recreational engagement.
 - Negative public perception and potential backlash from affected organisations and residents.
23. **PREFERRED OPTION**
Option 2.
To reduce the grant pool to an amount as specified by elected members.
24. As an example, reducing the funding allocation by approx. 50% across the grant allocations gives an immediate 1.73% decrease in rates to the community whilst also still supporting the community groups who contribute towards the social, cultural, environmental and economic well-beings which council has resolved to continue in this Long-Term Plan.
25. **NEXT STEPS**
The consultation document for the Long-Term Plan will include the reduction of the grants and the community can make submissions for any funding as they would have done in previous years.

26. Council will need to be aware approving any additional funding outside of current allocations will have a direct increase to rates.
27. Organisations that have previously received funding have been informed that they must reapply for any future funding through the Long-Term Plan process. They have also been notified that past funding does not guarantee continued financial support

28. **CONSIDERATIONS**

29. **Strategic Impact**

The inclusion of community grants in our Long Term Plan demonstrates the Council's commitment to supporting community well-being. These grants fund a variety of activities that strengthen and enhance Buller's community connections.

30. **Significance Assessment**

This report has been assessed as having high significance under the Council's Significance and Engagement Policy, particularly for Option 2 (Reduce Grant Pool) and Option 3 (Removal of Grant Pool). As a result, these options must be included as consultation items within the Long-Term Plan (Long-Term Plan) consultation document to ensure community input and compliance with Section 76AA of the Local Government Act.

31. **Risk Management Implications / Opportunities**

Reducing or removing community grants poses significant risks, including reputational damage and community backlash. It may lead to financial hardship for nonprofits, reduced essential services, and increased reliance on council resources.

32. **Policy & Legislative Considerations**

The outcome in this report would potentially the need for Council to consult through the Long Term Plan.

33. **Māori Impact Statement**

The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.

34. **Financial Considerations**

Decisions from this report will be put into the draft 2025-2034 Long-Term Plan which has a direct impact on rates as outlined in the report.

35. **Communication Internal / External**
Public feedback from the Long-Term Plan 2024-2034 early engagement in November 2023 indicated diverse community perspectives on grant funding. While no direct engagement was undertaken for this report, the findings highlight the need for further consultation as part of the Long-Term Plan process. Internal discussions will also be required to assess financial and service-level impacts.

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 8

Prepared by Bronwyn Little
Senior Policy Analyst

Reviewed by Simon Bastion
Group Manager Regulatory Services

Attachments 1. Selecting and appointing district licensing committees - A guide for councils (Health Promotion – Health New Zealand 2023)

Public Excluded: No

APPOINTMENT OF NEW MEMBERS TO THE DISTRICT LICENSING COMMITTEE LIST

1. **EXECUTIVE SUMMARY**

District Licensing Committees (DLCs) are established under the Sale and Supply of Alcohol Act 2012 (the Act) and administered by councils.

2. Council is responsible for establishing and maintaining a list of DLC members by selecting and appointing at least three members to the DLC.

3. Currently the DLC list for Buller has only two members, including the chairperson, due to the resignation of Mr. Terry Archer in 2024.

4. Notes the Mayor will be able to act as the third member as an interim measure

5. It is recommended that Council maintain a list of more than three members to provide cover for absences and bring a wider breadth of knowledge and experience to the DLC.

6. This report requests Council approval to undertake a recruitment process to seek applications for new members from the community following the process outlined in best practice guidelines.

7. **DRAFT RECOMMENDATION**

That Council:

1. Notes the requirements of the Sale and Supply of Alcohol Act 2012 to establish a District Licensing Committee and maintain a list of DLC

members by selecting and appointing at least three members to the DLC, one being the Chairperson;

2. Instructs the Chief Executive Officer to undertake a community recruitment process in line with guidance from Health Promotion – Health New Zealand for list members;
3. Appoints the Mayor and Cr Neylon to be part of the Appointment Panel along with the Chief Executive Officer and Group Manager Regulatory Services; and
4. Instructs the Appointment Panel to assess applications, interview applicants with appropriate skills and experience and report back to Council with recommendations.

8. **ISSUES & DISCUSSION**

9. **District Licensing Committees**

Anyone wanting to sell and supply alcohol to the public in New Zealand must apply to their local council for a licence. The DLC is a committee of Council which is selected to consider applications. When an application is received, the DLC considers the application, agency reports, evidence and submissions presented to it against the criteria in the Act and any relevant case law, evaluates the evidence, determines facts, forms opinions and draws conclusions to make its decision. DLCs are established under the Act and administered by councils.

10. Within their local areas, DLCs decide applications for:
 - new and renewal applications for on-, off- and club licences
 - special licences
 - new and renewal applications for manager’s certificates
 - opposed acting or temporary appointments of managers
 - variation of licence conditions
 - temporary authorities and temporary licences
 - orders to vary, revoke, suspend or cancel a special licence.
11. The chair of the DLC can be either an elected member of the council or a commissioner appointed by the chief executive, on the recommendation of the council. Councils must establish, maintain and publish a list of people approved to be members of that council’s DLC. Councils can establish a combined list with one or more territorial authorities.
12. Each DLC has a minimum quorum of three members to make decisions on applications, made up of two from the Council’s list and one member as the

Chairperson. There are exceptions to the quorum when no objections are received to the various applications and in these matters the quorum is one member which must be the Chairperson, so the Chairperson can consider and decide those applications on their own. Hearings are required for applications with objections and the quorum of three is then required for a decision to be made.

13. The exception to a quorum of three members relates to applications no objection has been filed, and no matters of opposition have been raised. In this situation the quorum is one member which must be the Chairperson, so the Chairperson can consider and decide those applications on their own.

14. **District Licensing Committee Members**

DLC members must have 'experience relevant to alcohol licensing matters (s 192(2)). Members can be elected councillors or people from the community. The appointments of Councillors are usually made at the beginning of each Council triennium. The appointments of members of the public are made after a selection and appointment process, often following a public recruitment process. All members are included on the list for a fixed term of up to five years and can be reappointed for one or more periods of up to five years. The chair of the DLC can either be an elected member or a commissioner appointed by the Council. The other members on the list can be made up of:

- only community members.
- elected members and community members.
- only elected members.

15. The Act sets out the requirements for list members and also sets out those people who cannot be list members:

- must have experience relevant to alcohol licensing matters.
- must not have involvement, or appearance of involvement, with the alcohol industry to the extent that there would be a bias or appearance of bias; and
- may not be a police officer, Medical Officer of Health, licensing inspector, or employee of a territorial authority.

16. Health Promotion – Health New Zealand, in association with Taituarā and LGNZ, has developed a guide to selecting and appointing DLCs which is attached as **Attachment 1** This guide sets out best practice for the appointment of new members and commissioners.

17. <https://resources.alcohol.org.nz/resources-research/alcohol-resources/research-and-publications/selecting-and-appointing-district-licensing-committees>

18. **Buller District Council DLC**

The Buller District Council (BDC) DLC was established in line with new legislation in 2013. Cr. Neylon was appointed as Chairperson and a recruitment process was undertaken fill the member positions. Through that process community members were appointed to the list. Over time individual councillors have also been

appointed to the DLC for limited time periods and community-based list members have resigned. Appointments of councillors are usually made at the beginning of each triennium although they can be made by Council resolution during a council term.

19. Applications to the Buller DLC are set out below for the past 3 years. During that time objections to only two applications were received and hearings required. Most decisions were therefore made by the Chairperson alone as provided for in the Act.

	Special Licence	New Managers	Renewal Managers	On Licence Renewal	On Licence New	Temporary Authority ON Licence	Off Licence Renewal	Off Licence New	Temporary Authority OFF Licence	Club Renewal	Club New	Total	Hearings
2024	77	52	68	15	6	8	3	2	2	5	0	161	2
2023	57	36	46	8	4	3	8	1	1	0	1	165	0
2022	38	32	57	11	5	3	7	2	2	0	1	158	0

20. Recently a non-councillor member (Terry Archer) resigned leaving only Cr. Neylon (Chairperson) and Phil Rutherford on the member list. The Mayor is an ex-officio member of all Council committees and can therefore make up the quorum for hearings. However, this is not a long-term solution, and new members should be appointed to the list.

21. **OPTIONS**

22. **Option 1 – Status Quo**

Continue with only two members on the DLC with the Mayor acting in his role as ex-officio member.

23. **Advantages**

- No advantages.

24. **Disadvantages**

- Would require the Mayor to cover the shortfall in quorum numbers.
- Not a long-term solution.

25. **Option 2 – Appoint additional councillors as members**

Council could appoint one or two councillors as members of the DLC at this council meeting.

26. **Advantages**

- Quick solution to immediate problem with quorum numbers.
- Solves the problem until the elections in October.
- Existing knowledge of legislation, decision making and meeting processes.

27. **Disadvantages**

- No open recruitment process.
- Suitably qualified community candidates not given an opportunity to apply.
- Existing workload for councillors over the coming months is expected to be considerable with Long Term Plan and Water Done Well processes underway.
- An elected member cannot continue if they cease to be an elected member (unless they subsequently apply for a position as a member of DLC or have the required competencies to be appointed as a Commissioner).
- May create a perception of bias in appointments by Council.
- The two members, including the Chair, are currently from Council.

28. **Option 3 – Undertake a community recruitment process**

This process would involve:

- preparing a 'job description' for the role (examples from other councils are available).
- calling for expressions of interest from the community.
- advertising on BDC website, Facebook page and in the Connect publication.
- establishment of a DLC Appointment Panel comprising of, for example, the Mayor, Cr. Neylon (as the current Chair), the Chief Executive Officer and Group Manager Regulatory Services (or similar).
- Panel to consider and interview applicants (if required).
- Panel to recommend preferred applicants to Council for a final decision.
- Appointment of new members to the DLC for a term of 5 years made by Council resolution.

29. **Advantages**

- Allows for a robust and open process.
- Provides a larger pool of possible qualified members.
- May identify members with a wider range of skills and experiences.
- Members would reflect the community or particular parts of it in ways councillors may not be able to do.
- Ensures positions are covered through two election cycles to provide consistency by allowing members to be appointed for 5 years.

30. **Disadvantages**

- Time and resources required to undertake recruitment.
- Number of people who may be interested and/or qualified is unknown.
- If no one suitable applies the problem of quorum numbers remains with the Mayor acting in his ex-officio role.

31. **PREFERRED OPTION**

Option 3 is the preferred option for membership of the DLC as it allows for recruitment of suitable members from the wider community which would produce a robust and varied list representing the community at large.

32. **NEXT STEPS**

1. Council instructs the Chief Executive Officer to proceed with a community recruitment process considering the matters set out in the guidance document.
2. Council appoints the mayor and Cr. Neylon to be part of the Appointment Panel.
3. The Appointment Panel undertakes assessments of applications and interviews if necessary.
4. Appointment Panel makes recommendations for new members to Council for formal appointments.

33. **CONSIDERATIONS**

34. **Strategic Impact**

This report addresses the Council's legal responsibilities to have a DLC and a list of members under the Act.

35. **Significance Assessment**

This report is assessed as being low significance. Council is simply fulfilling its legislative requirements to appoint members to the DLC.

36. **Risk Management Implications / Opportunities**

The following risks or opportunities are identified with the issues identified in this report.

37. Legal:

Council is required to have enough members on its list for the DLC to meet the quorum requirement (three) to hold hearings in the Act. Currently the Mayor will need step in as a member to meet the quorum for any applications which have objections to them.

38. Engagement – external:

The recruitment of members for the DLC will, if approved, need to be advertised on the Council website, social media and print media to reach the wider community.

39. Engagement – internal:

Discussions with the Regulatory Group staff dealing with the administration of the DLC has been undertaken.

40. **Policy & Legislative Considerations**

The Buller DLC was established as required under section 186 of the Sale and Supply of Alcohol Act 2012. The purpose of the committee is to consider all applications for liquor licences and other matters relating to the sale and supply of alcohol within the Buller District, including conducting licencing hearings, as provided under section 187 of the Act.

41. Functions of the DLC include:

- determining applications for licences, managers' certificates and renewals (s.187(a)(b)).
 - determining temporary authority applications (on/off-licences) (s.187(c)).
 - varying, suspending or cancelling special licences (s.187(d)).
 - referring applications to ARLA (s.187(f)).
 - conducting inquiries and making reports as required by ARLA (s.187(g)).
 - other functions conferred on it by any Act. (s.187(h)).
42. As stated above, Council must establish, maintain and publish a list of persons approved to be members of the DLC. Members are appointed for five years and can be reappointed for one or more periods of five years. A DLC member can resign at any time and can be removed for inability to perform functions, neglect, bankruptcy or misconduct.
43. Each DLC has a quorum of three members, made up of two from the Council's list and one member as the Chairperson (s189 and 191). See above for exceptions and requirements for hearings.
44. The Act (s.192) sets out the requirements for list members as noted above. The Chairperson can be an elected member or an appointed Commissioner.
45. **Māori Impact Statement**
The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.
46. **Financial Considerations**
The costs of the DLC are covered by the fees charged for the various types of applications. As determined by the Minister of Justice in accordance with the Cabinet fees framework. Currently a DLC list member would receive remuneration at a rate of \$408.00 per day or \$51.00 per hour for part days. A list member will also be reimbursed for reasonable expenses incurred in the discharge of duties associated with the position. It should again be noted that only hearings require the full quorum of the Chairperson and two members from the list.
47. **Communication Internal / External**
Communications around the recruitment of members for the list from the community would be organised by the Communications team.

Selecting and appointing district licensing committees

A guide for councils



We would like to acknowledge the input and support provided by the advisory group established for the purposes of this project as well as members of the District Licensing Committee Advisory Group, the Local Government Alcohol Reference Group and the Regulatory Agencies Steering Group. We would also like to thank Local Government New Zealand, and the Taituarā for their contributions.

Disclaimer

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About this guide

Who is this guide for?

This guide is for council staff responsible for managing the selection and appointment of district licensing committees (DLCs). The guide will be useful whether you are new to the process or you have had previous experience. It may also be of interest to elected members of council and prospective DLC members.

How will this guide help you?

This guide will support you to:

- understand the range of skills that a DLC needs
- run a robust selection and appointment process
- appoint a DLC with the necessary knowledge, skills and experience
- give effect to the Sale and Supply of Alcohol Act.

The Sale and Supply of Alcohol Act 2012 (the Act) aims to minimise harm from alcohol by managing the way it is sold, supplied and consumed. The Act introduced a system of alcohol licensing intended to enhance community participation in licensing decisions.

DLCs have an important role under the Act – to consider and decide on all applications for alcohol licences within their local areas. DLCs need the right mix of skills to do their job well.

Councils are responsible for selecting and appointing DLCs. This is an important first step in ensuring that DLCs can carry out their role effectively. This guide will help you run a robust selection and appointment process. You can tailor the guidance to fit your local circumstances, the size of your community and the number of licensing applications you receive.

What does this guide cover?

1. A brief introduction to DLCs
2. Who can be on a DLC?
3. Who can't be on a DLC?
4. Considering your local context
5. Running a robust selection and appointment process
6. Dealing with challenges
7. Providing ongoing support for your DLC

Section 8 provides resources such as examples of advertisements, job descriptions and interview materials that you can use and adapt for your council.

1. A brief introduction to DLCs

This section provides background information on DLCs and relevant legal requirements under the Act. It covers:

- 1.1 What DLCs do
- 1.2 The legal status of a DLC
- 1.3 Relevant sections of the Act

1.1 What DLCs do

Anyone wanting to sell and supply alcohol to the public in New Zealand must apply to their local council (territorial authority) for a licence. DLCs consider and decide all applications for licences and manager's certificates (s 187 of the Act).

DLCs are established under the Act and administered by councils. Each council must establish and maintain a list of DLC members. They can have their own list or have a combined list with one or more other councils (s 192).

A DLC considers the application, agency reports, evidence and submissions presented to it against the criteria in the Act and any relevant case law. It then objectively evaluates the evidence, determines facts, forms opinions and draws conclusions to make its decision.

Within their local areas, DLCs decide applications for:

- new and renewal applications for on-, off- and club licences
- special licences
- new and renewal applications for manager's certificates
- opposed acting or temporary appointments of managers
- variation of licence conditions

- temporary authorities and temporary licences
- orders to vary, revoke, suspend or cancel a special licence.

1.2 The legal status of a DLC

A DLC is a committee of council (s 200(1)), is administered by the council, and may include councillors. However, it is an independent inquisitorial and impartial body and operates differently from all other council committees. A key difference is that in DLC hearings the parties have the right to call, examine and cross-examine witnesses. In addition, DLCs are not required to publicise or run their meetings in the same way as other council committees (s 207 of the Act and part 7 Local Government Official Information and Meetings Act 1987 [LGOIMA]).

DLCs have the powers of a commission of inquiry under the Commissions of Inquiry Act 1908. As a commission of inquiry, a DLC has a quasi-judicial role. DLCs have powers and procedures similar to those of a court of law or a judge and are obliged to objectively make findings of facts and draw conclusions from them. This means, for example, that a DLC can issue summonses requiring the attendance of witnesses before it or the production of documents. It also has the power to rehear any matter that it has determined (s 201(4)). DLCs should not be subject to influence from the council (or from any other third party). A council can, if it wishes, be represented and participate in a DLC hearing (s 204). However, a council cannot override a decision of a DLC.

A decision of a DLC can be appealed to the Alcohol Regulatory and Licensing Authority (ARLA) by any party to the decision. Decisions of ARLA can be appealed to the High Court, then the Court of Appeal, and up to the Supreme Court.

1.3 Relevant sections of the Act

The following sections of the Act relate to the appointment and operation of DLCs:

99	Applications to be made to licensing committee
186	Territorial authorities to appoint district licensing committees
187	Functions of licensing committees
188	Powers of licensing committees
189	Composition of licensing committees
190	Meetings of licensing committees
191	Quorum
192	Territorial authority to establish and maintain list of licensing committee's members
193	Appointment of commissioners
194	Resignation or removal
200	Application of Local Government Official Information and Meetings Act 1987
201	Licensing authority and licensing committees have powers of commissions of inquiry
202	Procedure
203	Proceedings of licensing authority and licensing committees
204	Right of certain persons to appear in proceedings
207	Evidence in proceedings before licensing authority or licensing committee
208	Licensing authority or licensing committee may waive certain omissions
211	Decisions to be given in writing



2. Who can be on a DLC?

This section explores who can be on a DLC by considering:

2.1 What the Act says

2.2 What this means: good practice guidance

2.2.1 What is good standing?

2.2.2 What is relevant knowledge, skills or experience?

2.2.3 Detailed guidance on essential and desirable knowledge, skills and experience

2.1 What the Act says

Councils must have a list of DLC members

Councils must establish, maintain and publish a list of people approved to be members of that council's DLC. Councils can establish a combined list with one or more territorial authorities.

Members must have: "experience relevant to alcohol licensing matters" (s 192(2)). Members can be elected councillors or people from the community. Members are included on the list for a fixed term of up to five years and can be reappointed for one or more periods of up to five years.

Councils can appoint commissioners

Councils can appoint a commissioner to any of its DLCs. A commissioner has all the functions, powers and duties of the chair (s 193(1)) and can be appointed as a chair (s 189(2)).

The Act requires a commissioner to be someone who: "is of good standing in the community and has the necessary knowledge, skill, and experience relating to matters that are likely to come before the committee" (s 193(2)).

Commissioners are appointed for a fixed term of up to five years and can be reappointed for one or more periods of up to five years.

The composition of a DLC

Each DLC, which is selected to consider an application, is made up of a chair and two members. The chair can be either an elected member of the council (from the approved member list) or a commissioner appointed by the chief executive, on the recommendation of the council.

2.2 What this means: good practice guidance

The Act does not define or set out:

- good standing or the necessary knowledge, skill and experience relating to matters that are likely to come before the committee (required for commissioners)
- the experience relevant to alcohol licensing matters (required for members).

In the absence of such detail, this document provides some guidance to councils about good standing and the types of knowledge, skills and experience that would contribute to the effective running of a DLC.

2.2.1 What is good standing?

A commissioner must be someone who "is of good standing in the community and has the necessary knowledge, skill, and experience relating to matters that are likely to come before the committee" (s 193(2)).

The Act does not give a definition of "good standing in the community". When considering good standing you could think about whether an applicant:

- is of good character eg, do they have any convictions? Have they been bankrupted?

- has a good reputation and is held in high regard in their community
- holds positions of leadership within a community eg, school board of trustees or iwi authority
- belongs to a professional organisation that upholds professional standards of ethics.

2.2.2 What is relevant knowledge, skills or experience?

In considering what might be relevant knowledge, skills or experience, it is useful to think about the skills that DLCs need to carry out their role effectively.

DLCs must understand alcohol-related harm and how it can be minimised

All members must have an understanding of the nature of alcohol-related harm – what it is, how it impacts communities (particularly high risk communities), and how it can be minimised. While alcohol-related harm is often perceived as direct harm, DLCs need to understand the deeper and more complex layers of impacts on communities. Alcohol-related harm is not just about rubbish and noise. It is also about the broader health, social, economic and cultural impacts (both direct and indirect) of the sale, supply and consumption of alcohol, particularly inappropriate or excessive consumption of alcohol.

DLCs need experience in legal processes

There are different views about the need for legal training and skills on DLCs. Many applicants have legal representation for hearings, so having a DLC that is suitably experienced to address matters of law raised by lawyers is necessary. Some councils value legal expertise and only have lawyers on their DLC. Other councils don't believe that formal legal expertise is essential for a well-functioning DLC and have no lawyers at all. In these cases, chairs may have experience in legal and

regulatory processes such as the Natural & Built Environment Act 2023 and councils provide legal advice or support to their DLC.

DLCs need skills to facilitate community participation

One of the key drivers behind the Act was to enhance community participation in licensing decisions. DLC practices can have a big impact on the willingness and ability of the community to take part. DLCs need skills and experience to work effectively with community participants in hearings.

When selecting and appointing your DLC you might want to consider:

- the skills and experience that members have in working with communities or running hearings in a way that makes community members feel welcome. This is particularly important for members of the community appearing as objectors who may not be familiar with judicial processes
- whether members have an understanding of:
 - the diversity of the community/communities that the DLC is responsible for
 - how alcohol-related harm impacts disproportionately across different communities and population groups
 - differing patterns of alcohol-related harm in the local community
 - barriers that some communities face to participating in the licensing and hearings process and how these might be addressed
- whether members are open to attending hearings in the evenings to accommodate objectors who work during the day
- whether your chair or members are familiar with basic te reo Māori (language), pronunciation, and tikanga (customs). You can provide support for your DLC members to build this capacity.

You might also think about how the diversity of your DLC reflects the community it serves, in particular those most affected by alcohol-related harm.

The table below provides some detailed suggestions for relevant knowledge, skills and experience.

We have not differentiated between chairs and commissioners in this table. Chairs, regardless of whether they are elected members or appointed commissioners, need to have the same knowledge, skills and experience to run effective hearings and decision-making processes.

2.2.3 Detailed guidance on essential and desirable knowledge, skills and experience

It provides good practice guidance on essential and desirable knowledge, skills and experience for DLC chairs and commissioners (C), and members (M).

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
Knowledge, understanding or experience of:			
✓ Te Tiriti o Waitangi/ the Treaty of Waitangi	C, M		While the Sale and Supply of Alcohol Act 2012 does not refer to Te Tiriti o Waitangi, it is good practice for all people in public office to have a knowledge and understanding of Te Tiriti and its implications for their decision-making roles.
Law and legal processes			<i>This experience could be through other roles such as an employer or a mediator.</i>
✓ the law and its application (including the Act, case law and written decisions)	C	M	An understanding of law and how it is applied is essential for chairs. Chairs need to understand and apply the Act, case law and written decisions.
✓ judicial processes	C	M	DLCs are quasi-judicial bodies so understanding or experience of judicial processes is essential for chairs who manage hearings.
✓ natural justice and its application	C, M		Chairs and members must understand what natural justice is and what they need to do as decision makers to achieve it.
Sale and Supply of Alcohol Act 2012			
✓ the object of the Act	C, M		All members must be familiar with the object of the Act.
✓ alcohol-related harm and its impacts on communities	C, M		All members must have an understanding of the nature of alcohol-related harm – what it is, how it impacts communities (particularly high-risk communities), and how it can be minimised.

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ the Act and its application	C	M	Chairs must have a thorough understanding of provisions of the Act and their application.
✓ alcohol licensing (including local alcohol policies if relevant)	C	M	Chairs need a thorough understanding or experience of alcohol licensing processes.
Hearings			<i>This could be through experience in other roles such as an employer or a mediator – and as a facilitator or a participant in hearings.</i>
✓ the purpose of hearings	C, M		Chairs and members must understand the purpose of hearings.
✓ hearing procedures (and the unique nature of DLC hearings procedures)	C	M	Chairs are responsible for running hearings, so must have knowledge, skills and/or experience in hearings procedures generally, and DLC hearings in particular.
✓ the nature of evidence	C	M	Chairs need to understand the nature of evidence, what does (and doesn't) constitute evidence, and how evidence differs from submissions.
✓ conflict of interest and bias and the appearance of conflict of interest or bias	C, M		Chairs and members must understand the nature of conflicts of interest and bias and be able to apply them to their own situations.
✓ operating under rules of confidentiality	C, M		Chairs and members must be able to operate under rules of confidentiality.
The community			
✓ the local community in which the DLC operates	C, M		Chairs and members need to have a good understanding of the local community in which the DLC operates, including: <ul style="list-style-type: none"> • the demography of the community • whether and how it is changing • the environment that the premises are, or would be, in • groups within the community who experience more alcohol-related harm • whose views are (and aren't) being presented.
✓ the local community's concerns and expectations around alcohol and alcohol-related harm	C, M		Chairs and members need to have a good understanding of the local community's concerns around alcohol and alcohol-related harm

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ the nature of the licensing environment and alcohol-related harm in the community in which the DLC operates	C, M		Chairs and members need to be familiar with: <ul style="list-style-type: none"> • the local licensing environment: <ul style="list-style-type: none"> – numbers and types of on- and off-licence and club licence premises • the local environment that the application is for, and the nature of the current alcohol-related harm that exists there: <ul style="list-style-type: none"> – who is affected, where, when? – where is the alcohol sold, supplied and consumed?
✓ the local iwi, hapū, and Māori communities	C	M	Chairs should have an understanding of local Māori communities: their aspirations; their concerns and expectations about alcohol and alcohol-related harm.
✓ the cultural and ethnic make-up of the local community	C	M	Chairs should have an understanding of the cultural and ethnic make-up of local communities: their aspirations; their concerns and expectations about alcohol and alcohol-related harm.
✓ working with community and community groups		C, M	Previous experience or skills in working with community groups would be valuable to have on any DLC, particularly if they are to provide an environment that is welcoming to public objectors who are not familiar with legal environments.
Skills in:			
Communication and teamwork			
✓ oral communication	C, M		Chairs and members need to be able to communicate effectively with one another, with staff, and with participants at hearings.
✓ listening and asking questions to gain understanding	C, M		Chairs and members must be active listeners who can use questions to gain understanding.
✓ considering information from a variety of sources in an objective, unbiased way and being open-minded in reaching a conclusion	C, M		The key role of the DLC is to evaluate information from a range of parties (often in opposition to one another), consider this in an objective and unbiased way, and come to a conclusion within the context of the Act.
✓ written communication	C	M	Chairs undertake most written communication on behalf of the DLC (including minutes and decisions) so must have strong skills in this area.

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ te reo Māori and tikanga	C	M	Chairs should have basic understanding of te reo Māori and tikanga so that they are able to run and manage hearings effectively and appropriately (as required).
✓ computer literacy	C, M		Chairs and members need computer literacy to carry out their role effectively, for example: <ul style="list-style-type: none"> • email communication • research (eg, case law) • downloading, uploading and amending DLC documents and decisions.
✓ facilitating good working relationships with other DLC members	C, M		Chairs and members need to have good interpersonal skills and be able to build good working relationships with others.
Responsibilities of the chair			
✓ running hearings	C		The chair must be able to run or chair hearings in a way that: <ul style="list-style-type: none"> • is fair and effective • is inclusive of members of the community appearing as objectors who may not be familiar with judicial processes • ensures that no party dominates proceedings • ensures procedures are correctly followed • achieves natural justice.
✓ writing clear and well-thought-out decisions	C		Chairs are responsible for writing decisions on behalf of the DLC. They must be able to write decisions that: <ul style="list-style-type: none"> • are well structured, logical and clear • outline the considerations of the DLC in reaching its evaluations, opinions and conclusions • refer to relevant case law • are legally sound.
Personal qualities			
✓ willingness to upskill and develop new knowledge	C, M		Chairs and members need to be open to upskilling where necessary and developing their knowledge.
✓ willingness to make decisions (that may be unpopular) and be subject to media scrutiny and appeals by higher authorities such as ARLA and the High Court	C, M		The decisions made by DLCs will sometimes be unpopular and subject to scrutiny by the courts and the media. Members and chairs need to have the resilience to manage such scrutiny and criticism.



3. Who can't be on a DLC?

This section explores who can't be on a DLC by considering:

3.1 What the Act says

3.2 What this means: good practice guidance

3.2.1 General principles for decision makers

3.2.2 Managing conflicts and bias

3.1 What the Act says

You cannot appoint a commissioner (s 193(3)) or a list member (s 192(5)) if:

- 1 the person is:
 - a police officer, or
 - a Medical Officer of Health, or
 - an alcohol licensing inspector, or
 - an employee of the territorial authority
- 2 the council believes that the person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias.

Chairs who were appointed to the DLC as an elected member of council cannot remain on the DLC if they are no longer an elected member of the council. However, the council could choose to reappoint them as a commissioner if the individual has the necessary knowledge, skill and experience relating to matters that are likely to come before the committee (s 193(2)).

3.2 What this means: good practice guidance

DLCs make important decisions on applications for licences under the Act and, in doing so, must run a fair process. Councils must ensure that the people they appoint to their DLC can run a fair and objective decision-making process.

The Act specifically prohibits the appointment of anyone to a DLC who could not perform their duties due to bias or the appearance of bias as a result of their involvement, or the appearance of their involvement, in the alcohol industry.

However, considerations of bias and conflict of interest are not restricted to those with industry involvement. Every member or official of a public entity has professional and personal interests and roles. Occasionally, some of those interests or roles overlap. This is almost inevitable in a small country like New Zealand, where communities and organisations are often close-knit and people have many different connections. Elected members of council have extensive involvement in their communities and a great deal of local knowledge. This knowledge can help inform the decision-making processes of the DLC; however, this closeness to the community can also give rise to a conflict of interest or a perception of bias.

Conflicts of interest sometimes cannot be avoided, and can arise without anyone being at fault. They are a fact of life. But they need to be managed carefully. Even where no conflict of interest exists, councils and DLCs must be careful to avoid any perception of a conflict of interest. DLCs need to be impartial and be seen to be impartial.

This section sets out some general principles for decision makers and some specific guidance on managing bias and conflicts of interest.

3.2.1 General principles for decision makers

Decision makers must uphold natural justice

Natural justice is about fair process. It means that any public decision-making body, including a DLC, must be independent and impartial and its procedures must be fair and transparent. Natural justice can be enforced by the courts, administrative tribunals or ombudsmen. Determining whether a decision complies with natural justice will generally depend on whether a fair and proper procedure was followed in making it.

Decision makers must avoid bias and the appearance of bias

Decision makers must be unbiased in all procedures, when holding a hearing or making a decision. A decision maker must be impartial and must make a decision based on a balanced and considered assessment of the information and evidence before them without favouring one party over another. Even where no actual bias exists, decision makers should be careful to avoid the appearance of bias.

Decision makers must avoid conflicts of interest

The Office of the Auditor-General defines it the following way: "Put most simply, a conflict of interest can arise where two different interests overlap."

In the public sector, there is a conflict of interest where a member's or official's duties or responsibilities to a public entity could be affected by some other interest or duty that the member or official may have.

The other interest or duty might exist because of:

- the member's or official's own financial/business interests or those of his or her family
- a relationship or other role that the member or official has or something the member or official has said or done.

3.2.3 Managing conflicts and bias

Involvement in the alcohol industry – what might this mean?

Examples of involvement in the alcohol industry that might lead to real or perceived bias or conflicts of interest for DLC members could include (but are not limited to):

- having a financial interest in a licensed premises
- having family members with interests in a licensed premises
- having close personal or working relationships with licensees
- being the property owner of the site of a licensed premises.

People who have had involvement in the alcohol industry will have knowledge, skills and experience that would be useful on DLCs. For example, ex-licensees would bring knowledge of the practical application of the Act in licensed premises. In this case, you might consider how much time has passed since they left their role. It is not easy to prescribe a specific length of time – it should be long enough that the person is unlikely to be dealing with parties they have worked closely with, but recent enough that their knowledge and skills are still relevant.

If you are thinking about appointing someone with previous involvement with the industry, then consider:

The nature of their relationships

- Who does the individual have professional relationships with?
- Could these relationships lead to bias or a perception of bias?

Awareness

- Does the person concerned have an awareness of their potential bias and whether/how it could be managed?

The observer test

- Would a reasonably informed, objective observer consider that the individual could perform their duties without bias or a perception of bias?

Managing bias and conflicts of interest in the selection and appointment process**Run a robust selection and appointment process**

The best way to avoid and manage any concerns about bias and conflict of interest of DLC members is to run a robust selection and appointment process. See **Section 5.3** for more details.

Document your process

Document your selection and appointment process. If the council is challenged about an appointment (or the decision of a DLC), you will have documentation which can be made publicly available (subject to necessary privacy redactions).

Keep good notes of interviews, assessments of candidates, panel decisions and of course council decisions. Document the consideration of any potential bias or conflict of interest and the resulting conclusions. Make sure that all documents are filed in the council's electronic filing system and can be easily retrieved at a later date.

**Managing bias and conflicts of interest in DLC decision making on specific applications**

There are many ways that bias can be managed in the context of a specific application including:

- assessing the relationships between DLC members/chairs and applicants or parties to a hearing
- members excluding themselves
- appointing an outside commissioner if required
- allowing for concerns about bias prior to a hearing, for example:
 - all DLC members/chairs could have a photo and short biography on the council website
 - when an application is advertised and a committee is selected, the parties could be sent a link to the biographies
 - council could provide a timeframe for parties to state any concerns around bias of members prior to the hearing
- members making a declaration at the start of the hearing that they have no conflicts. Parties can object and be heard in 'chambers' if required
- the DLC referring the case to ARLA (s 170(a)).

For more information on managing conflicts of interest see the Office of the Auditor-General's guide – *Managing conflicts of interest: Guidance for public entities*.

4. Considering your local context

Each territorial authority must establish and maintain a list of DLC members. You can have your own list or have a combined list with one or more other territorial authority. Each territorial authority must have at least one DLC; larger metropolitan centres may have more than one. This section of the guide focuses on your local context and what you need to think about in selecting, appointing and administering your DLC. It considers:

- 4.1 Local needs and demands
- 4.2 Achieving the right mix
- 4.3 Timing of appointments

4.1 Local needs and demands

DLCs in large metropolitan areas regularly deal with high numbers of applications. While the majority are still dealt with 'on the papers' (by the chair), these DLCs may have more than 20 public hearings a year. Depending on the number of members on the list and the practices of the council, these members are likely to be involved in many hearings. Some councils in larger cities have several DLCs and a pool of chairs that can rotate.

In contrast, many smaller towns or rural areas have only a few applications per year and even fewer public hearings. Councils in smaller provincial and rural areas may have only one chair (either an elected member or a commissioner), who takes part in every hearing. If you only appoint one chair, you will need to appoint a competent deputy chair who can cover the chair if they are on leave or unwell.

Where neighbouring councils have shared lists of DLC members, DLCs can cover multiple council areas. This can be useful in areas where there are few applications and

members have less chance of being involved in a hearing and keeping their skills up to date.

You need enough members to cover each other's holiday or illness or any conflicts of interest. Four members must be available for each hearing: three for the hearing and one alternative in case of illness.

Things to think about:

The demand in your community

- What is the population of your city or district? Is it likely to change significantly in the next five years?
- How many applications do you generally receive each year? Is this likely to change significantly in the next five years (eg, as a result of rapid urban growth)?
- How many hearings have you had each year in the recent past? Is this likely to change significantly in the next five years?

The make-up of your DLC

- How many DLCs do you need to meet the demand in your community?
- How many members do you need?
- How many chairs/commissioners do you need?
- What should be the ratio of chairs/commissioners to members?
- Do you need your own list of members or could you share with neighbouring councils?
- Do you have enough members to cover illness, leave and conflicts?

4.2 Achieving the right mix

Consider the overall make-up of your DLC. It is unlikely that any individual, whether they are a chair, commissioner or list member, will bring all the skills, experience and qualities needed. Rather, it is important that you get the right mix of skills in the pool.

Elected members, commissioners and community members can bring different things to a DLC. You can use a combination of each to build a DLC that reflects the needs and skills of your community and council.

Different options include:

- **No elected members** – you can have commissioners as chairs and community members as list members. This approach can de-politicise the process, emphasising the independence and separation of the DLC from the elected members. It provides for elected members to advocate more broadly for their community on alcohol issues, ensuring no conflict of interest.
- **Commissioners and elected members** – if your elected members have great understanding of the local community but little experience in alcohol licensing, a commissioner can provide that knowledge and help build local capability.
- **Elected members and community members** – if you have elected members with the necessary skills and experience but you want to reflect your community (or particular parts of it) or broaden your skill base, you might include list members from the community.
- **Only elected members** – some councils value the local knowledge that elected members bring and so only have elected members on their DLCs. This can work if your elected members have the skills required for a DLC to function effectively, such as knowledge and experience of legislation, regulation, alcohol licensing, hearings and decision writing. However, this could increase the likelihood of conflict of interest, raise perceptions of bias, and reduce advocacy options for elected members to participate in hearings. The need to be available for hearings may also impact on their elected member duties.

4.3 Timing of DLC appointments

4.3.1 Tenure

Councils can appoint DLC members, chairs and commissioners for up to five years. They can be reappointed for one or more periods of up to five years.

A DLC member can resign at any time and can be removed for inability to perform functions, neglect, bankruptcy or misconduct.

Chairs who were appointed to the DLC as an elected member of council cannot remain on the DLC if they are no longer an elected member of the council. However, the council could choose to reappoint them as a commissioner if the individual has the knowledge, skills and experience relating to matters that are likely to come before the committee.

4.3.2 Timing of appointments

You need to think about when you will appoint members and for how long. You can predict the timing of some appointments – such as when a term ends or following local government elections. Some others will not be as predictable, for example if a member resigns during their term.

Some councils stagger their appointments or appoint members for different lengths of time so that terms do not all end at the same time. This can help with succession and maintaining knowledge within the DLC, but it can also be very resource intensive.

You need to start recruitment of new members several months before the expiry of an outgoing member. See Section 5.3, which outlines the selection and appointment process in detail.



5. Running a robust selection and appointment process

Your selection and appointment process must be robust, transparent, objective and well managed. This section provides guidance to help you achieve this. It covers:

- 5.1 Who should be involved?
- 5.2 Attracting a wide pool of skilled candidates
- 5.3 The process in detail

5.1 Who should be involved?

5.1.1 Recruitment staff

Recruitment staff should run and manage the selection and appointment process. The staff who are usually involved include regulatory managers, DLC advisors and hearings advisors. Inspectors should not be involved. Recruitment staff should advise elected members on the selection and appointment process, run the selection process, and provide recommendations on appointments to council.

5.1.2 Elected members

Different councils involve elected members at different levels. Whatever involvement elected members may have, the key is to maintain transparency and objectivity in the process.

Many councils keep elected member involvement to a minimum: elected members are informed of the process at the start and approve staff recommendations for appointments at the end. Elected members have no active involvement in implementing the process or making decisions about who is appointed.

Other councils involve elected members at particular points in the process. For example, some councils who have elected members on their DLC include them on interview panels. Any elected members involved in the selection process would need to follow the selection criteria and assessment process in a transparent and objective manner, as with other members of the selection panel.

Remind elected members of the potential risks of not following good process (challenges to the appointment process and associated legal costs, reputational risks, a DLC without the necessary skills, poor decisions by the DLC, etc).

5.1.3 Members of iwi or Māori committees

Several councils have provided for an iwi or Māori voice in the selection and appointment process. You could do this by involving members of your local iwi, hapū or Māori advisory board/committee in: determining selection criteria; interviewing candidates; shortlisting; or making recommendations for selection.

5.1.4 External contractors

Some councils have used an external contractor to run the entire process. This can assist in providing transparency and independence from the council. However, this option can be costly and so may not be available to all councils.

5.2 Attracting a wide pool of skilled candidates

Section 2.2.2 outlined the skills, experience and knowledge that DLCs need. These include an understanding of alcohol-related harm and how it can be minimised; experience in legal processes; and skills to facilitate community participation.

Your DLC can be more effective if members have a thorough understanding of:

- the local community in which the DLC operates including the local iwi, hapū, and Māori communities
- the local community's concerns and expectations around alcohol and alcohol-related harm
- the nature of the licensing environment and alcohol-related harm in the community in which the DLC operates.

Try and attract as wide a range of candidates as possible. You might need to be proactive to attract candidates that have the necessary experience and reflect the community the DLC serves. Organisations that you might approach to seek a broader range of candidates could include:

- hapū or iwi organisations
- community health providers – including Māori, Pacific or migrant health providers
- legal associations – such as Community Law or the Māori Law Society
- youth organisations
- women's organisations such as the Māori Women's Welfare League or Rural Women New Zealand
- Māori Wardens.

5.3 The process in detail

1. Potential review of any appointment policy
2. Preparation and planning
3. Seeking council approval for the process
4. Establishing an appointment panel
5. Developing your documentation
6. Advertising, notifying and proactively seeking out candidates
7. Screening your applicants and assessing eligibility
8. Carrying out the interviews
9. Selecting your candidates and considering the mix of your DLC
10. Providing recommendations to council on appointments
11. Confirming contracts for services.

1. Potential review of any appointment policy

If your council has an appointment policy, consider whether it needs a review before you start your selection and appointment process. If it does need to be reviewed, work out how long this will take, who will need to be involved, and whether council will have to sign off the final policy.

2. Prepare and plan

How many DLCs do you need?

Think about the demand in your community and how the make-up of your DLC can respond to this demand. You need an idea of how many DLCs you will need and whether you can share with neighbouring councils. Think carefully about the ratio of chairs/commissioners to members. For more information and questions to consider see Section 4.1.

Elected members, commissioners, or community members?

Elected members, commissioners, and community members can bring different things to a DLC. You can use a combination of each to build a DLC that reflects the needs and skills of your community and council. Section 2.2.2 looked at the skills needed for a DLC and the different options for getting these. Think about the skills that exist among your elected members and whether you need or want to seek candidates from the community.

Consider your process

Think ahead of time about how you will run your process:

- Who will run the process?
- Who else will be involved in the process and at which stages?
- Who will make decisions?
- Do you need to proactively seek out candidates? When and how will you do this?
- Who will be responsible for drafting key documents?
- What is your timeline?
- How will you communicate with people involved in the process?
- What will the process cost and is the money allocated in your budget?
- When does council need to make decisions or be informed?

Appointing elected members

Many councils appoint elected members to their DLC following local body elections as part of the process of assigning committee roles within council. The appointment of community members/commissioners then happens on a different timeframe. Elected members are not usually interviewed in the same way as community members, so some of the steps set out in this process may not apply when appointing elected members to DLCs.

3. Seek council approval for the process

Draft a paper to council outlining your proposed process before you start it. You should cover:

- the number of DLCs, chairs, commissioners and members you propose to appoint
- when and how elected members will (and won't) participate in the process.

4. Establish an appointment panel

Based on the decisions made by council in Step 3, establish your appointment panel.

5. Develop your documentation

You will need several documents for applicants as well as internal documentation of the process. It is critical that you document your process accurately in case you are challenged at a later stage. You may want to involve your appointment panel in this step of the process, or they might lead this step.

For applicants you will need:

- advertisements
- job descriptions
- FAQs (optional).

In your communication to potential applicants you need to be clear about the role(s), the skills and experience required, eligibility criteria and conflicts of interest, along with likely time commitments and remuneration.

For your own processes you will need

- criteria for selection
- interview questions
- scoring sheet for candidates
- reports to council.

You can find examples and templates for these documents in **Section 8 of this guide**.

6. Advertise, notify and proactively seek out candidates

Seek out candidates through a range of channels including:

- your council website
- online job and career sites
- newspapers
- council's community and business networks
- iwi, hapū and Māori networks
- proactively seeking out potential candidates (see Section 5.2 for more information).

7. Screen your applicants and assess eligibility

Once applications have been received, the appointment panel will need to screen them for eligibility and skills. See Section 3 for more information on eligibility and Section 2.2.2 for more information on skills.

8. Carry out the interviews

The appointment panel will then carry out the interviews with the chosen candidates.

9. Select your candidates and consider the mix of your DLC

The interview panel will select their preferred candidates. As part of this process they will need to consider the overall mix of skills and how these match the skills required of a DLC. See Section 4.2 for more information on achieving the right mix.

This step will also cover: short-listing; acceptance of role; drawing up the contract for services.

10. Provide recommendations to council on appointments

Draft a paper to council with recommendations for appointment of members and commissioners. You might go through the relevant council committee before going to full council.

11. Confirm contracts for services

The final step in the process is to confirm the contract for services with members. Some councils only have contracts with list members who are not elected members. Others have contracts with all list members including elected members.



6. Dealing with challenges

Following the best practice set out in this guide will support you to run a robust, transparent and objective selection and appointment process. However, despite your best efforts, you are likely to run up against problems or face risks to your process.

This section provides some ideas for dealing with these risks and challenges. It is a good idea to talk with colleagues in your council or other councils if you are facing risks or challenges: you don't have to have all the answers.

Risk to the process/ Challenges	Options
Difficulty attracting skilled candidates	<ul style="list-style-type: none"> • Proactively seek out skilled candidates through relevant organisations or contacts • Consider appointing a commissioner • Consider having a combined members' list with neighbouring councils. This can provide a greater pool of skills and expertise to select from • Think about training or mentoring to upskill your members (including regional and national training or mentoring) • See Section 2.2.2 for information on skills required
<p>Your DLC does not have a good understanding of your community and the impacts of alcohol-related harm on it</p> <p>OR</p> <p>Your DLC does not reflect the community it serves</p>	<ul style="list-style-type: none"> • Consider the current and projected demographics of your community. Is your community changing? If so, how? • Proactively seek out skilled candidates through relevant organisations or contacts to address gaps • Think about who is applying to your DLC and being appointed (and who isn't). Do you need to review your processes and documentation to attract different people? • Consider having a combined members' list with neighbouring councils. This can provide a greater pool of skills and expertise to select from • See Section 5.2 for more ideas
Politicisation of the process/ Councillors not supporting staff recommendations for appointments	<ul style="list-style-type: none"> • Prepare and plan your process (see Section 5.3) • Have a DLC Appointment Policy which sets out the process for appointments and reappointments • Draft a paper to council outlining your proposed process before you start it. Clearly set out the roles of councillors and staff from the beginning. Seek council agreement to the process • Remind elected members of the potential risks of not following good process (challenges to the appointment process and associated legal costs, reputational risks, a DLC without the necessary skills, poor decisions by the DLC, etc)
Too many members, chairs or commissioners	<ul style="list-style-type: none"> • Prepare and plan your process (see Section 5.3) • Consider the demand for alcohol licensing in your community and the make-up of the DLC to provide for it (see Section 4.1) • Clarify your community's requirements in your initial paper to council • Start small and add members later if necessary. It is easier to add members than remove them

7. Providing ongoing support for your DLC

Councils are responsible for resourcing and supporting DLCs so that they can fulfil their obligations under the Act effectively. The level and nature of support may vary across councils depending on their size and capability. All councils should provide an induction for new members.

Learning can be formal and structured (with associated costs) but it can also be informal and unstructured, for example meeting neighbouring DLCs for a morning tea or going out with Police and licensing staff on weekends. Different people have different learning styles: some like a written, formal document to take away and read; some prefer an informal chat. Talk to your members about their learning styles and what they would find helpful.

More experienced DLC members could provide mentoring to new members on a range of topics. Support could also come from council staff such as the DLC secretary or members of the council's legal team. Councils can hire external people to provide specific technical guidance, for example on hearing procedures, the assessment of evidence and submissions, and writing decisions.

Understanding the impact of alcohol-related harm on different communities is important for all DLC members. You might consider providing training opportunities for members to gain a deeper understanding of this, for example through access to health equity training, or attending a local hospital's emergency department.

In some regions, councils coordinate shared training for DLCs from across the region. Councils also hold regular training and invite DLCs from other areas to attend. This is a great way for DLCs to upskill and network.

Training support can also come from national bodies such as [Local Government New Zealand](#) and [Health Promotion, Health New Zealand – Te Whatu Ora](#) or the [national DLC network](#). It is worth finding out about resources and training opportunities that these groups provide.



8. Tools and resources

Section 8 provides resources such as examples of advertisements, job descriptions and interview materials that you can use and adapt for your council.

8.1 Advertisements

8.2 Position description

8.3 Interview questions

8.4 Scoring sheet for candidates

We have not provided example contracts, but you can access [central government model contract templates](#) through the Ministry of Business, Innovation and Employment.

8.1 Advertisements

Advertisement Example 1

District Licensing Committee Members and Chairs

Great decision-making skills? Former alcohol licensing experience? We are calling for applications from persons interested in making alcohol licensing decisions to be part of [NAME] District Licensing Committee.



The District Licensing Committee is responsible for determining all alcohol licences and manager's certificates in [AREA]. We are looking for applicants with strong skills and experience, including:

- relevant alcohol licensing experience in previous roles
- demonstrated knowledge of the Sale and Supply of Alcohol Act 2012 and how it is applied
- highly developed decision-making skills and investigative ability
- demonstrated knowledge of the hearing process
- an understanding of [AREA] communities and their expectations around alcohol licensing
- strong oral and written communication skills
- some knowledge of alcohol-related harm in [AREA].

Please note that applicants must not have any involvement, or the appearance of involvement, in the alcohol industry or alcohol retail business.

Applicants should be prepared for flexible working hours, noting that this is not a full-time role. Successful candidates will be contracted to [NAME] council and will not be employees of the council. Work will be on an 'as required' basis at the remuneration rate set by the Minister of Justice for a term that expires in June [year].

Preference will be given to candidates that live in the [NAME] area/region.

Any enquiries please contact [NAME] on [NUMBER].

Applications close on [date] at [time]

Applicants must apply via our website [WEBSITE] including a recent copy of their curriculum vitae, and if you are applying to be a chair or commissioner, examples of recent decisions you have written.

Advertisement Example 2

Expressions of Interest – New District Licensing Committee for [NAME] Council

Great decision-making skills? Former alcohol licensing experience? We are calling for applications from persons interested in making alcohol licensing decisions to be part of [NAME] District Licensing Committee.

Expressions of interest are invited from suitable persons for consideration for appointment as the Commissioner and Licensing Committee Members. The District Licensing Committee consists of a Commissioner and two other Committee Members drawn from a list of members appointed by [NAME] Council.

The District Licensing Committee has responsibility for all local decisions on applications made under the Sale and Supply of Alcohol Act 2012, including:

- premises licence applications – new, renewals, variations
- new applications and renewals of manager’s certificates
- applications for temporary authority
- special licences variations, suspensions and cancellations.

Council is keen to reflect the diversity of the community it serves and encourages applicants who can demonstrate:

- knowledge of alcohol licensing and the legal framework
- an understanding of the impact of alcohol-related harm on communities
- highly developed analytical and decision-making skills
- experience applying legislative and regulatory frameworks

- knowledge of and familiarity with the conduct of public hearings
- excellent verbal and written communication skills
- the highest standard of professional and personal integrity.

DLCs are quasi-judicial committees of Council with decisions being appealable to the Alcohol Regulatory and Licensing Authority. It is preferable that applicants for Commissioner or Chair have demonstrable experience in writing decisions in a legal context.

Further information on the roles, including application details, position competencies and remuneration can be found on Council’s website.

Applicants should demonstrate how their ability to make decisions on alcohol matters and their experience of hearings processes will benefit Council’s DLC.

Applications close on [date] at [time]

Applications should be made to:

The Secretary
[NAME] District Licensing Committee
[ADDRESS]

Or by email to the Secretary of the District Licensing Committee [EMAIL]

8.2 Position description

Position Description Example 1 – Chair/Commissioner

[NAME] Council

POSITION DESCRIPTION

POSITION TITLE: Chairperson/Commissioner,
District Licensing Committee

Position purpose

The purpose of this position is to chair a [NAME] Council District Licensing Committee (DLC) that will consider and determine applications made under the Sale and Supply of Alcohol Act 2012.

More particularly, the functions of the DLC are to:

- consider and determine licence applications, renewals, variations, suspensions and cancellations
- consider and determine new applications for and renewals of manager's certificates
- consider and determine applications for temporary authority
- conduct inquiries and make reports to the Alcohol Regulatory and Licensing Authority (ARLA)
- with the leave of ARLA, refer applications to ARLA.

A DLC consists of three members appointed by a territorial authority for its district.

The DLC will have to issue reasoned decisions in writing and send copies to the relevant parties.

In its decision making, the DLC will have regard and, where applicable, give effect to the [NAME] Council Local Alcohol Policy.

Workload

The workload of the DLC will depend on the number of applications received and the number of these applications that are objected to by members of the public or where reporting agencies are in opposition. All uncontested applications are to be considered on the papers by the Chairperson/Commissioner, while contested applications are considered by the full DLC.

A DLC can transfer an application to ARLA for its consideration, with the agreement of the Chair of ARLA.

The table attached as Appendix A outlines the types and numbers of applications that have historically been lodged at [NAME] Council.

As formal meetings will only be required for contested applications, an estimate has been made as follows based on historical data:

- Chair: 7 hours per week to consider and determine uncontested applications
- Full DLC: 3 half day hearings per annum (total one and half days)

Remuneration

As determined by the Minister of Justice in accordance with the Cabinet fees framework, the DLC Chair will receive remuneration at a rate of \$624.00 per day or \$78.00 per hour for part days.

The DLC Chair will also be reimbursed for reasonable expenses incurred in the discharge of duties associated with the position.

Duration of appointment

The appointment will be for a period of up to five years. The appointee may be reappointed for one or more further terms.

A Chairperson/Commissioner may resign from office at any time by written notice to the relevant territorial authority.

The territorial authority may at any time remove a member of a DLC or a Chairperson/Commissioner appointed to a DLC for inability to perform the functions of office, bankruptcy, neglect of duty, or misconduct, proved to the territorial authority's satisfaction.

Person specification

A person can only be appointed as a Chairperson/Commissioner if that person is of good standing in the community and has the necessary knowledge, skill and experience relating to matters that are likely to come before the DLC.

Additionally, a person must not be a Chairperson/Commissioner or DLC member if:

a. the territorial authority believes that person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or

b. the person is a constable, a Medical Officer of Health, an inspector (Alcohol Licensing), or an employee of the territorial authority.

Important functional relationships

Internal

- DLC Secretariat staff
- Other staff of the [NAME] Council

External

- Police
- Medical Officers of Health representatives
- Licensing inspector(s)
- Fire and Emergency NZ
- ARLA

Appendix A

Types and numbers of applications that have historically been lodged at [NAME] District Council:

TYPE	1 July 2022 – 30 June 2023	1 July 2021 – 30 June 2022	1 July 2020 – 30 June 2021	1 July 2019 – 30 June 2020	1 July 2018 – 30 June 2019
Special licences					
On-licences					
Club licences					
Off-licences					
Manager's certificates					
Temporary authorities					
TOTAL					
Number of hearings held					

Position Description Example 3

– List Member

[NAME] Council

POSITION DESCRIPTION

POSITION TITLE: List Member, District Licensing Committee

Position purpose

The purpose of this position is to act as a List Member of a [NAME] District Licensing Committee (DLC) that will consider and determine applications made under the Sale and Supply of Alcohol Act 2012.

More particularly, the functions of the DLC are to:

- consider and determine licence applications, renewals, variations, suspensions and cancellations
- consider and determine new applications for and renewals of manager's certificates
- consider and determine applications for temporary authority
- conduct inquiries and make reports to the Alcohol Regulatory and Licensing Authority (ARLA)
- with the leave of ARLA, refer applications to ARLA.

A DLC consists of three members appointed by a territorial authority for its district.

The [NAME] Council has an appointed Chairperson/Commissioner to chair the DLC.

The Council will maintain a list of DLC members from which members will be appointed to sit in accordance with terms of reference agreed by the Council.

The DLC will issue reasoned decisions in writing and send copies to the relevant parties.

In its decision-making, the DLC will have regard and, where applicable, give effect to the [NAME] Council Local Alcohol Policy.

Workload

The workload of the DLC will depend on the number of applications received and the number of these applications that are objected to by members of the public or where reporting agencies are in opposition. All uncontested applications are to be considered on the papers by the Chairperson/Commissioner, while contested applications are considered by the full DLC.

A DLC can transfer an application to ARLA for its consideration, with the agreement of the Chair of ARLA.

The table attached as Appendix A outlines the types and numbers of applications that have historically been lodged at [NAME].

As formal meetings will only be required for contested applications, an estimate has been made as follows based on historical data:

- Chairman: 7 hours per week to approve uncontested applications
- Full DLC: 3 half day hearings per annum (total one and a half days)

List members will be rotated as required to sit at hearings; rotation will be influenced by such factors as availability, location of hearing, territorial locality of premises involved, conflict of interest etc.

Remuneration

As determined by the Minister of Justice in accordance with the Cabinet fees framework, a DLC list member will receive remuneration at a rate of \$408.00 per day or \$51.00 per hour for part days.

A list member will also be reimbursed for reasonable expenses incurred in the discharge of duties associated with the position.

Duration Of Appointment

The appointment will be for an initial period of up to five years. The appointee may be reappointed for one or more further terms of up to five years.

A list member may resign from office at any time by written notice to the relevant territorial authority.

The territorial authority may at any time remove a list member of a DLC for inability to perform the functions of office, bankruptcy, neglect of duty, or misconduct, proved to the territorial authority's satisfaction.

Person specification

A person must not be approved to be included on the DLC members' list unless that person has experience relevant to alcohol licensing matters.

Additionally, a person must not be a DLC list member if:

- the territorial authority believes that person has, directly or by virtue of his or her relationship with another person,

such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or

- the person is a constable, a Medical Officer of Health, an inspector (Alcohol Licensing), or an employee of the territorial authority.

Important functional relationships**Internal**

- DLC Secretariat staff
- Other staff of the [NAME] Council

External

- Police
- Medical Officers of Health representatives
- Licensing inspectors
- Fire and Emergency NZ
- ARLA

Appendix A

Types and numbers of applications that have historically been lodged at [NAME] District Council:

TYPE	1 July 2022 – 30 June 2023	1 July 2021 – 30 June 2022	1 July 2020 – 30 June 2021	1 July 2019 – 30 June 2020	1 July 2018 – 30 June 2019
Special licences					
On-licences					
Club licences					
Off-licences					
Manager's certificates					
Temporary authorities					
TOTAL					
Number of hearings held					

8.3 Interview questions

Interview Questions Example 1 – List Member

Position	DLC Member
Applicant	
Panel member	
Date	

Compulsory conflict of interest question:

Can you confirm that there is no potential, perceived or actual conflict of interest between any current professional or private interests you may have and [NAME] Council? (eg, Do you or a family member have a private business that does or potentially may do business with [NAME] Council?)

Opening question: What attracted you to apply for this position?

1. What is your understanding of the Sale and Supply of Alcohol Act 2012 and its purpose?

2. What is your understanding of the role of DLC committees and members?

What do you consider are the community concerns and expectations around alcohol and addressing alcohol-related harm for this territorial authority?

How do you think we can address these concerns through alcohol licensing?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Can you tell us about your knowledge and experience in working with legislation?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Can you tell us about your experience in meeting protocols ie, types of meetings you have been involved with and your role/responsibilities?

Describe your specific role.

Exactly what did you do?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Can you tell us about a time you were involved in a decision-making process with multiple stakeholders with differing views?

What was the situation?

How did you approach this?

What was challenging?

What did you do?

What was the end result?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

What are the key communication strengths you will bring to this role, and how have you demonstrated these in previous roles?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

What do you think are the key requirements for working as a team, and how have you demonstrated these in previous roles?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Please confirm the time you are able to commit to the DLC:

Post questions:

Ask candidate if they have any questions

Confirm referee details on CV. We will tell candidate of our intention to contact referees

Interview Questions Example 2 – Commissioner

Position	DLC Commissioner
Applicant	
Panel member	
Date	

Compulsory conflict of interest question:

Can you confirm that there is no potential, perceived or actual conflict of interest between any current professional or private interests you may have and [NAME] Council? (eg, Do you or a family member have a private business that does or potentially may do business with [NAME] Council?)

Opening question – What attracted you to apply for this position?

1. Can you tell us about your experience in chairing committees?

2. Can you tell us about the most challenging committee/board decision-making process you have been involved in?

What was your role?

What factors did you consider?

What were the risks?

What was the outcome?

How did you address being challenged on perceived bias or pre-determined outcomes?

3. Can you tell us about your understanding of the powers of a Commission of Inquiry, and how it would relate to your role as Commissioner?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. An expectation of the role of Commissioner is writing legal decisions, in particular from licensing hearings. Can you tell us about the most complex legal decision or legal report that you have written?

2. What factors do you take into account when preparing and writing reports/decisions?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. What is your experience in working with the Sale and Supply of Alcohol Act 2012?

2. How do you ensure that you keep up to date with current trends/case law/and legal considerations in relation to the Sale and Supply of Alcohol Act?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. What do you consider are the community concerns and expectations around alcohol and addressing alcohol-related harm for this territorial authority?

2. How do you think we can address these concerns through alcohol licensing?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

What are the key leadership and communication strengths you will bring to this role, and how have you demonstrated these in previous roles?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Council is moving towards end-to-end electronic processing of licensing applications.

What challenges would receiving electronic application packs, and writing and issuing of electronic decisions present to you in your role as Commissioner? What support would you require to undertake this processing?

Please confirm the time you are able to commit to the DLC:

Post questions

Ask candidate if they have any questions

Interview close

Confirm referee details on CV. We will tell candidate of our intention to contact referees

Interview Questions Example 3 – Generic

Interview Questions for Members of the [NAME] District Licensing Committee

1. What were the key factors that made you decide to register your interest as a member of the District Licensing Committee?
 - a. What are the main strengths you could bring to this role?
 - b. What is your current knowledge of what the District Licensing Committee does?
2. How would you proceed to advocate for your viewpoint effectively to the other Committee members during a hearing?
 - a. What is your style in dealing with conflicting viewpoints?
3. How do you assimilate new information? eg, Are you a note taker, do you research your topic etc?
 - a. After you have a clear overview of the topic, how do you demonstrate an understanding of what this means and articulate it to a varied audience?
4. Where do you see the value in research documents and overseas literature/studies in assisting the Committee when making a decision?
5. How do you think the balance should be addressed between the perceived harm and other social consequences in the community and the need for a vibrant inner city precinct?
 - a. Do you have a personal opinion on this topic?
6. How do you believe you can represent the diversity of our community?
 - a. Can you share with us your experience of dealing with a diverse range of people?
7. What in your opinion is the driving force of the Sale and Supply of Alcohol Act?
8. It is important that we engage with our stakeholders at all levels. What are some of the key factors that you think would put people at ease if they were appearing before the Committee?
9. What awareness do you think is necessary in regard to the decisions of the Committee where ultimately these decisions could result in having a detrimental impact on the livelihood of the applicants?
10. If appointed to the Committee, do you think that you would be open to criticism by our community for any perceived conflict of interest or bias?
 - a. If so, can you share this with us?
11. Do you have any questions for the panel?

8.4 Scoring sheet for candidates

Scoring Sheet Example 1 – List Member

Applicant evaluation – DLC list member

Follow the three steps below to tally the applicant's interview score:

Scoring:

Complete your scoring straight after the interview is complete and the applicant has left the room. The panel will discuss and agree on a score using the Competency Rating at the bottom of each page.

How to work out your Applicant Total Score:

First work out the weighted score, after which you can tally the Total Score. Follow the instructions in the header of the scoring table and example table below. Finally, add the total scores together to determine the Applicant Total Score.

Example:

Key requirement/competency	Score	Weighting	Weighted score	Total score
Customer Service	2	20	2 x 20 = 40	40 divided by 4 = 10

Applicant name	
Interview panel	
Date & time	

Competency/ Key requirements	Score (Out of 4)	Weighting (All weightings should add up to 100)	Weighted score (Score x weighting)	Total score (Weighted score divided by 4)
Experience relevant to alcohol licensing • Knowledge of the Act and/or licensing		20		
Understanding of alcohol-related harm		20		
Understanding of community expectations around alcohol licensing		15		
Experience in a legislative or regulatory framework		10		
Familiarity with public meeting and hearings • Knowledge of meeting protocols		10		
Decision making • Understands written decision making		10		
Communication • Good oral communication skills • Skills in questioning • Good listener		10		
Team work • Ability to work as part of a team • Understands role requirements		5		
SUB-TOTALS		100		
APPLICANT TOTAL SCORE				/100

Scoring Sheet Example 2 – Commissioner

Applicant evaluation – DLC Commissioner

Follow the three steps below to tally the applicant's interview score:

Scoring:

Complete your scoring straight after the interview is complete and the applicant has left the room. The panel will discuss and agree on a score using the Competency Rating at the bottom of each page.

How to work out your Applicant Total Score:

First work out the weighted score, after which you can tally the Total Score. Follow the instructions in the header of the scoring table and example table below. Finally, add the total scores together to determine the Applicant Total Score.

Example:

Key requirement/competency	Score	Weighting	Weighted score	Total score
Customer Service	2	20	$2 \times 20 = 40$	40 divided by 4 = 10

Applicant name

Interview panel

Date & time

Competency/ Key requirements	Score (Out of 4)	Weighting (All weightings should add up to 100)	Weighted score (Score x weighting)	Total score (Weighted score divided by 4)
Chairing formal committees or tribunals <ul style="list-style-type: none"> • Knowledge and experience of the hearings procedure • Understanding Commission of Inquiry powers 		25		
Writing decisions in a legal context <ul style="list-style-type: none"> • Understanding and interpreting case law • Preparing and writing legal decisions 		20		
Experience relevant to alcohol licensing <ul style="list-style-type: none"> • Knowledge of the Act • Experience of legal and regulatory alcohol environment • Knowledge of alcohol licensing 		15		
Understanding of community expectations around alcohol licensing		10		
Understanding of alcohol-related harm		10		
Leadership and decision making <ul style="list-style-type: none"> • Considers information in an unbiased way • Operates independently • Shows balanced assertiveness 		10		
Communication <ul style="list-style-type: none"> • Strong oral and written communication skills • Skills in questioning 		10		
SUB-TOTALS		100		
APPLICANT TOTAL SCORE				/100

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Health New Zealand
Te Whatu Ora

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 9

Prepared by Jamie Cleine
Buller District Mayor

Attachments 1. Mayors Correspondence

MAYOR'S REPORT

1. **REPORT SUMMARY**
This report is to provide commentary of significant events and meetings attended by the mayor. The Mayoral inwards and outwards correspondence is provided for information, discussion and direction on any responses required.
2. **DRAFT RECOMMENDATION**
That Council:
 1. **Receive the report for discussion and information.**
 2. **Notes Inwards and Outwards Correspondence and provide direction for any responses required.**
3. **COUNCIL**
4. **TUIA Mentoring Programme**
Council has participated in the TUIA programme (as part of Mayors Taskforce for Jobs) since 2021 with four rangatahi (one per year) completing the yearlong mentoring kaupapa during that time.
5. At a meeting held 27 November 2024 Council unanimously passed the following resolution, with the intention of continuing participation in TUIA:
6. *That Council: Endorses participation in the TUIA mentoring programme for 2025, and a public expression of interest process to identify a suitable candidate, and a panel including one Councillor (Cr L Webb), Iwi representation and the Mayor to select and confirm a candidate*
7. On 12 December a media release seeking expressions of interest was issued as well as posts on BDC Facebook. This was supplemented with direct approaches to Iwi and local organisations that have broad networks into the target cohort.

8. During January, I have followed up with these contacts and have received no expressions of interest.
9. The timeline for notification has now passed and I have advised TUIA organisers that BDC has been unable to find a suitable candidate and will take a pause in our participation for 2025.
10. Te Ha o Kawatiri have indicated they will continue to work with their broader whanau network in order to identify a candidate for consideration in 2026, if council chooses to participate.
11. **MAYORS TASKFORCE FOR JOBS (MTFJ)**
MTFJ Buller has been working hard to achieve the minimum number of job outcomes to enable the release of tranche 2 funding. This has been achieved during the January/February period and funding to the end of June 2025 is now available.
12. Plans are now being finalised between MTFJ, Development West Coast and MSD for the Mining Jobs Expo in Reefton in February. This follows a similar successful event held at Buller High School in 2024.
13. Buller MTFJ are hosting a business breakfast on 25 February to give greater insight to the support and services we can provide. MSD will be present to give information on their products and how these can benefit the employer/employee.
14. Looking ahead to MTFJ funding for 2025/26, BDC has been ranked as a Tier 3 council and is being offered a reduced annual grant of \$180,000 to deliver 25 successful employment outcomes.
15. BDC staff are considering the best option to deliver this contract given the reduced funding pool available. Options include continuing with a contracting out model (currently this is with Buller REAP), bringing MTFJ in-house or deciding not to continue with the contract into 2025/26 year.
16. Application for BDC to contract the 2025/26 funding is required with MTFJ head office by 7 March 2025.
17. **EXTERNAL MEETINGS**
18. **Mayors, Chairs & Iwi Forum (MCIF)**
The forum met at West Coast Regional Council on 23 January. This meeting was to discuss and further develop our draft regional deals application.

19. We received updates from Department of Internal Affairs on the types of key information that should be included in the application.
20. Buller District Councillors discussed and approved a draft Regional Deals application at an extraordinary meeting held 12 February. The final application is to be confirmed by the MCIF at a future meeting.
21. The MCIF met again at the Westland District Council on 20 February. Due to agenda timing, a verbal update on any key discussions will be provided to councillors if required.
22. **West Coast Emergency Management Joint Committee**
The joint committee met on 20 February at Westland District Council. The agenda is available on the link below. Due to agenda timing, a verbal update on any key discussions will be provided to councillors if required.
23. <https://www.wcrc.govt.nz/repository/libraries/id:2459ikxj617q9ser65rr/hierarchy/Documents/Council/Meetings%2C%20Agendas%20and%20Minutes/Council%20Meetings/2025/Council/WCEM%20Joint%20Committee%20Meeting%20Papers%2020%20February%202025>
24. **Tai Poutini Polytech – Regional Stakeholder Reference Group**
I have been attending a regional stakeholder group formed to help guide advocacy in support of tertiary education on the West Coast through Tai Poutini Polytech.
25. The TPP Stakeholder Reference Group will be advocating central government to commit to the long-term sustainability of Tai Poutini Polytechnic on the West Coast. A collaborative approach exploring hybrid funding and flexible delivery models, involving central government, industry, and local stakeholders is required to ensure our West Coast Polytech continues to address workforce needs and provide equitable education opportunities. Without continued investment, our region risks higher unemployment, increased outward migration, and reduced economic participation, particularly among young people.
26. This has become an urgent issue as the government, through Te Pukenga, has indicated decisions on the future of the Polytech could be made by mid-2025. The reference group has met on 27 January and 17 February to prepare a draft briefing document. That document is to be presented to the Mayors, Chairs & Iwi forum for endorsement and direction on advocacy opportunities to explore.
27. MCI support will demonstrate the broad consensus across our community and reinforce the urgency on maintaining a physical tertiary education presence on the West Coast.
28. The aim is to urge the Government to commit to the long-term sustainability of tertiary education on the West Coast by supporting strategies that secure access to high-quality vocational training, tailored to meet the needs of our

communities and industries. This commitment is critical to ensuring the region's growth, prosperity, and the development of a resilient workforce equipped to face future challenges.

29. **Minister for South Island**

I attended a zoom on 17 February with recently appointed government minister for the South Island, Hon James Meager. Minister Meager is also Minister of Hunting & Fishing and Youth and is Associate Minister of Transport. The Prime Minister has asked him as minister for the South Island to focus on advocacy and coordination across the South Island and to promote an all of government approach to South Island issues.

30. In his associate transport role, he has responsibility for regional air connectivity, coastal shipping and ports. He expressed a strong desire for these to remain well in focus of the government and recognised the importance of multi modal regional connectivity to growing the economy.

31. In his youth portfolio he expressed a focus on better targeting spend in the youth space to those most disadvantaged, especially across health and education and employment.

32. In his hunting and fishing portfolio he commented on the potential opportunities for the hunting community to assist in pest management and opportunities for tourism growth through alignment with this portfolio.

33. The Minister is keen to visit all regions in the South Island to better understand the challenges and opportunities.

34. **LOCAL EVENTS & OTHER RELATIONSHIP MEETINGS**

I have attended various local events and relationship meetings over the period:

- Bathurst Resources -Stockton mine visit. This trip was a familiarisation opportunity for new members of the BDC senior team as well as West Coast Emergency Management/Buller staff. Bathurst continues to provide significant expertise and equipment to emergency management when needed. They also discussed their plans to extend mine life including through application to the fast-track consenting process.
- Reefton - Mayors Chats & ICB. I met with local developer to understand housing demand, opportunities and perceived barriers to enable growth.
- Kawatiri Coastal Trail. Met with Stu Henley and Richard Neiderer for an update on the trail construction. With the practical completion of Westport to Charleston trail now in view, the trust is looking to transition from a construction/development focus to an operations focus. This is to drive the "business" aspects of sustaining the trail long term.
- Snodgrass Road Residents – I met with the residents group and attended the public meeting as part of the Resilient Westport work. This was to

present flood protection options developed by the West Coast Regional Council. These options are not yet funded, but the information now shared allows the community to consider these and potential appetite for a preferred way forward.

- Buller Emergency Management – workshop on local emergency planning. This month discussion was about a locally developed activation framework to guide levels of emergency management response relevant to the severity or extent of identified event.
- Waitangi Day – Carters Beach. This event was well attended by the community. Fantastic to see the Carters Beach reserve and hall used and for whanau to share some waiata and history with locals.
- West Coast Air Rescue base – I was invited to attend the announcement of a step change in helicopter technology for our West Coast Air Rescue service. GCH Aviation have embarked on a fleet renewal to be rolled out during 2025. The West Coast will be serviced by an Airbus H145 helicopter from later this year, replacing the current BK-117. The new machines are IFR capable meaning they can navigate and fly in more inclement weather, as well as a number of other technology improvements. The service continues to be supported by major sponsor ROA Mining as well as a number of other businesses and individuals that provide sponsorship. We are so very lucky to have this critical service and appreciate the sponsors commitment to the wellbeing and safety of our communities their financial support provides.
- Waimangaroa Reserve Hall. I attended the official opening of the reserve hall, celebrated by an afternoon of music, displays and games for the kids. Council helped the reserve committee achieve their renovation project through \$147,000 grant obtained from central government. It has taken a while with a few set backs along the way but the end result is a facility the community can be proud of and use once again. I acknowledge the efforts of Cr O'Keefe and Cr Sampson who have supported the reserve committee members whose perseverance, has delivered a great outcome for the community.
- Andrew Aitken and Mark Rawson, Development West Coast Destination Management. This meeting was to be updated on the tourism sector and the key workstreams of the destination management strategy for the West Coast. Cr Howard has been actively participating in the strategy governance group on behalf of BDC.

35. CORRESPONDENCE

For Council consideration – see attached.

Incoming Correspondence 2024	From	Subject
19 December 2024	Hon Mark Mitchell	CDEM - Exercise Pandora – Letter of thanks
20 December 2024	Hon Paul Goldsmith	Westport Master Planning & PAMU response letter
12 January 2025	Sean Walker Design	The Top of the South Dark Sky Group
24 January 2025	Mike Geddis	Paparoa National Park International Dark Sky Sanctuary Application
Outgoing Correspondence 2024/25	To	Subject
27 November 2024	Hon Paul Goldsmith	Westport Master Planning & PAMU
13 December 2024	DIA Lotteries Community Facilities Grant	Authorisation letter – Brent Oldham
19 December 2024	Garry Howard	Public Forum Response
19 December 2024	Kevin Smith	Public Forum Response
19 December 2024	Paul Reynolds	Public Forum Response
12 February 2025	Hon Chris Bishop	IAF Funding Condition
17 February 2025	Finance & Expenditure Committee	BDC Local Government (Water Services) Bill Submission (LWDW)
17 February 2025	Ministers Finance, Infrastructure, Local Govt, Maori Development, Regional Development	RIF Funding Eligibility – WCRC & BDC

Hon Mark Mitchell

Minister of Corrections
Minister for Emergency Management and Recovery
Minister of Police



19 December 2024

Jamie Cleine
Chair, West Coast Civil Defence Emergency Management Group Joint Committee
Mayor, Buller District Council

Jamie.Cleine@bdc.govt.nz
cc Claire.brown@wrc.govt.nz

Tēnā koe, Mayor Cleine,

I would like to take this opportunity to thank you and your CDEM Group staff for the planning undertaken in order to participate in Exercise Pandora 2024 – the multi-region, multi-agency exercise held on 7 November 2024. I recognise that large exercises such as these take considerable time and energy to plan. The enthusiasm and effort that went into the organisation of the exercise was reflected in the success of the day itself.

Exercise Pandora was another important opportunity to test New Zealand's arrangements for responding to a significant Alpine Fault earthquake. The experiences gained and lessons identified from this exercise, along with those identified during the national Exercise Rū Whenua earlier in the year, will be instrumental in continuing to advance Marlborough's, the wider South Island's, and New Zealand's preparedness for a major Alpine Fault earthquake.

I was fortunate to visit the NCMC during the exercise and see firsthand the interactions and the building of relationships we need in a response. I look forward to seeing more of this work across the country as we continue to improve our national emergency management preparedness.

Thank you again to all those involved across the West Coast CDEM Group.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Mark Mitchell'.

Hon. Mark Mitchell
Minister for Emergency Management and Recovery

Hon Paul Goldsmith

Minister for Arts, Culture and Heritage
Minister of Justice
Minister for Media and Communications
Minister for State Owned Enterprises
Minister for Treaty of Waitangi Negotiations



20 DEC 2024

Jamie Cleine
Mayor, Buller District Council
jamie.cleine@bdc.govt.nz

Dear Jamie

Thank you for your email of 27 November 2024 regarding the Buller District Council's development of a Westport Master Plan.

I acknowledge the importance of long-term strategic planning to strengthen community resilience and appreciate your assurance that the Council expects to work collaboratively with the Government on the execution of the Master Plan.

In respect of the potential use of property owned by Landcorp Farming Limited (Landcorp), as a state-owned enterprise, Landcorp operates at arm's length from shareholding Ministers. The Board of Landcorp is accountable to shareholding Ministers for Landcorp's performance and is responsible for operational decisions, including decisions about property.

I appreciate your offer to meet and ask that in the first instance, the Council engages closely with Landcorp on its Master Plan proposal so that the Board of Landcorp can apprise me on its consideration of the matter, having regard to its obligation to act in the best interests of Landcorp.

I also encourage you to, in the first instance, engage with your local Member of Parliament and Ministers with portfolios aligned with the nature and intent of the Master Plan, including the Minister for Emergency Management and Recovery, as the Council's consideration of the Master Plan proposal progresses.

Thank you for taking the time to write.

Yours sincerely


Hon Paul Goldsmith
Minister for State Owned Enterprises

From: [Simon Pickford](#)
To: [Mayor Jamie Cleine](#)
Subject: FW: Letter of support
Date: Monday, 13 January 2025 8:33:49 am
Attachments: [Mission statement-Kahurangi.pdf](#)
[Te Tau Ihu Dark Sky meeting - DOC Nelson office..pdf](#)

Morning Mayor Jamie,

For your Mayor's correspondence. I have exchanged a couple of emails with Sean and suggested he send this letter to you.

Thanks

Simon

Simon Pickford | Chief Executive Officer
 Mobile 021 949922 | Email Simon.Pickford@bdc.govt.nz

Buller District Council | Phone 0800 807 239 | www.bullerdc.govt.nz
 PO Box 21 | Westport 7866

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FREE garden green waste drop-off for Buller

If you live in Buller, drop off your garden green waste for free at the Westport and Reefton Transfer Stations.

[Click here to learn more](#)

From: Sean Walker [REDACTED]
Sent: Sunday, 12 January 2025 4:02 pm
To: Simon Pickford <Simon.Pickford@bdc.govt.nz>
Subject: Letter of support

Attention Mr Mayor,

I am heading The Top of the South Dark Sky group and we are hoping to make an application for Kahurangi National Park to become a Dark Sky Sanctuary.

I am appealing to you to ask the BDC to consider writing a letter supporting this application. A meeting was held with Martin Rodd (DOC) in Nelson on 04 Sept,

and he was very positive about an application going ahead.

We are consulting with all regional authorities and Iwi with interests in the Park. So far all have shown initial support. I have been in touch with your staff and have attached the information which I sent to them during 2024. It would be greatly appreciated to know that BDC are also ready to get behind this initiative.

As well as the acknowledged benefits that such a move brings to biodiversity, there are factors which could be positive at a regional level.

1. There is a growing interest by young people in preserving our intrinsically dark night skies in New Zealand. Many countries in the world are no longer able to see the Milky Way.
2. This is a carbon responsible initiative which costs nothing to implement simply by respecting the need to control unnecessary light pollution.
3. Astro tourism is gaining a lot of interest.
4. This is in accord with the principles of the Kotahitanga o te Taiao alliance.

I thank you for your consideration of this matter and am happy to answer any questions you might have.

Kind regards,

Sean

Sean Walker Design



Te Tau Ihu Dark Sky Team

Dark Sky message

Guardianship

- We support protecting our best dark skies - before it is too late as it is hard to reverse light pollution. This is not about telling people to change their existing lighting choices, it is about moving forward to protect our existing dark sky zones
- Our National Parks represent some of our best dark sky areas and much of their management and conservation align already with Dark Sky principles
- Adopt a responsible approach to our Treaty of Waitangi obligations to the environment - all living things including the stars.

Biodiversity

- Protect the needs of all nocturnal native creatures, and show special awareness of the risks to migratory birds
- By protecting a core area, the wider region will encourage satellite populations which benefits us all as a great place to live and visit
- 50% of life wakes up at night and depends on the dark for it's survival and well being

Education

- Promote policies based on sound scientific research
- Protect health and well-being and educate about the effects of (ALAN) on biorhythms
- Work towards an environment which encourages accessible knowledge of pacific navigation and what it means to the country
- Encourage the custodians of National Parks to adopt a LMP upon all conservation estates
 - Help people to enjoy what they can learn from our night skies
 - Educate people - local authorities and also individuals - empowering them to make good outdoor lighting choices in the future

Te Tau Ihu Dark Sky meeting with DOC Nelson office.

1pm 04 September 2024

Intro; I am here today primarily as an environmentalist with a keen interest in controlling light pollution and I have two astronomers here with me. We are all members of the Wai-iti Dark Sky Park Committee. I believe all National Parks should become dark sky accredited but this is about an application for Kahurangi.

Te Tau Ihu Dark Sky reps; Ralph Bradley, Tom Wilson, Sean Walker

DOC reps Martin Rodd (Director, Top of the South , Jo Gould (Statutory Manager)

Existing Dark Sky areas recognised by IDA in NZ

- Aotea sanctuary
- Rakiura sanctuary
- Aoraki reserve
- Waiarapa reserve
- Wai-iti park
- Oxford Forest Conservation area park
- Kawaru Gibbston park

Visionaries behind the dark sky recognition in NZ

- Prof Hearnshaw (Canterbury University)
- Rangi Mataamua
- Gareth Davies (IDA co ordinator Oceania)
- Nalayini Davies (RASNZ president)

New Zealand is poised to become the first sovereign Dark Sky Nation. It is a race against time with increasing light levels around the country and a global interest developing in the idea of dark sky preservation. I started by discussing the idea of Kahurangi with Andrew Lamason back in 2022 who said he thought it was achievable but asked, “ why bother when the park is already a dark area?”

When I thought about this I think there are several good reasons:

- **Stewardship**
- This is something DOC is already particularly good at and there is a great opportunity here for DOC to take the initiative and show global leadership. Dark Sky principles are already enshrined in most of DOC policy - working to preserve a natural unpolluted environment and recognising the needs of all native species.
- DOC has supported all the previous applications within their jurisdiction which is setting a positive message to the greater community. The Top of the South is one of the most naturally diverse areas in the country and could only benefit from knowing that it will be protected from future light pollution.

- The private land around the park is under the control of the territorial authorities' who will be influenced by a change of national park status. It is important to create a safe buffer zone around them.
 - Dark Sky designation would mean the dark sky logo can be used on signs and documents. Governments and local bodies are becoming aware of the need to address light pollution.
- **Educational**
- Educational material is supplied by Dark Sky International. The power of education is the passing on of knowledge - and people with knowledge carry it with them, spreading it as they go.
 - National parks are already well controlled areas and offer an ideal environment to build on dark sky values. They are like places of sensory learning - walking the Gouland Downs on a foggy day. Stepping out at night and knowing the real value and personal challenge of darkness in the bush at night. Recognizing the hoot of the Ruru before hitting the bunk, but not knowing that more than 50% of living organisms are just waking up.
 - People who see the value of unpolluted darkness while walking in the park will take this experience with them back into the urban areas where the real damage of light pollution to biodiversity is taking place.
 - Informing the public and park users about the effects of excessive lighting - awareness will develop around the bigger picture in the environment.
- **Biological welfare**
- Light pollution in urban areas is becoming a form of insecticide, affecting feeding patterns and breeding cycles which will threaten native crickets, moths and weta, as well as our birdlife.
 - Studies done on light pollution highlight the risks on the general wellbeing of animals and even plants with migratory birds and shore breeding marine animals being especially susceptible. The stretch of coastline from Kahurangi Point to Kohaihai Bluff links the park directly to the sea and there is also the work that the Health Post Trust are doing at Cape Farewell .
 - To have strong diversity the country needs to protect habitats in more than just our national parks. This was apparent with kauri die back.
- **Scientific and Research**
- Guaranteeing a dark sky area will establish opportunities for further research into the effects of light pollution on flora and fauna.
 - Views of the stars and planets for astronomical observations will also be improved allowing greater terrestrial knowledge of all we can see up there.

- **Cultural**
- There is a ground swell of interest in the night sky - Matariki and the work of Rangi Mataamua - more people want to know the story of the stars and what they mean to us in the south Pacific.
- The night sky has connections to all cultures. The Dark sky has the power of connecting us all by showing us where we came from. The sky view is the same sky our primitive ancestors saw if a little diminished.

- To Māori this is important since the stars are a direct link to their whakapapa.
- There are Treaty of Waitangi implications and now the “Kotahitanga mo te Taiao” alliance to help guide our way forward looking after the environment.
- This is something which seems particularly significant to us in NZ, as an island community. There is a National Starlight conference in Tekapo in October aimed at bringing all of NZ under dark sky designation. It is something government ministers are also leaning into.

- **Practical steps**
- For an application to go ahead all that would be required from DOC;
- A letter from the Director General of DOC supporting the application that Kahurangi National Park become a Dark Sky Sanctuary.

- **We would supply**
- A list identifying any outside lights which may not comply with dark sky standards, ie emit upward light.
- A light management plan committing that future lighting will comply with IDA standards.
- An educational outreach program that helps people and park users understand why this is a good idea.
- There are a number of applications involving DOC land which provide a template as to how this process works, and the benefits now being experienced in the other two sanctuaries; **Rakiura and Aotea.**

From: [Mike Geddis](#)
To: [Mayor Jamie Cleine](#)
Cc: [Councillor Joanne Howard](#)
Subject: Paparoa National Park - International Dark Sky Sanctuary Application
Date: Friday, 24 January 2025 12:41:14 pm
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image006.png](#)

Good Afternoon, Jamie,

I have been speaking with Cr Jo Howard, and she mentioned that I should reach out to you. (Please refer to the below email trail)

I have started the process for Paparoa National Park and some surrounding areas i.e. Charleston) to become an International Dark Sky Sanctuary.

A big part of this process is the support and buy in from council. There is likely to be some work around "Lighting Plans/Ordinances" that will require council input.

I have already reached to Grey District council, DOC, Westcoast penguin trust and the Westcoast petrel conservation trust and they are on board and very excited by the idea.

There are many benefits to becoming a dark sky accredited, inc. Economic with Astro-tourism opportunities from both local and international tourists, as well as the preservation of the night sky and minimising the impact on the local ecology inc. Sea birds, Penguins, insects, and other native species.

I hope this is something that would be of interest to your council. I would love to continue this discussion in further detail.

Regards,
Mike

Mike Geddis
 National Sales Manager - Outdoor (TechIES)



Mobile: [+64 21 514 102](tel:+6421514102)
energylight.net



From: Mike Geddis
Sent: Wednesday, 4 December 2024 4:37 pm
To: joanne.howard@bdc.govt.nz
Subject: Paparoa National Park - International Dark Sky Sanctuary Application

Hi Joanne,

How are you? I got your contact details from the Buller district council website.

I am reaching out to you, as I would like to start the process/journey on "Paparoa National Park" becoming either an International dark sky sanctuary or reserve. (Please refer to link below for more information)

<https://darksky.org/what-we-do/international-dark-sky-places/apply/>

To start the process, I need to begin with a small group of individuals and/or organizations who seek formal protection of their nightscapes. From there a formal expression of interest to submitted to the International dark sky association (IDA) to confirm we are a quality candidate. Once approved, the applicant and IDA work together to complete the written application that meets all the requirements of either the Sanctuary or Reserve categories (Please refer to the link below for more information) This process can be onerous and sometimes take a few years to work through. However, I believe that considering the location and the limited number of Artificial lights, this should be a much smoother process (I hope). New Zealand already has many dark sky reserves and sanctuaries. With another several going through the process currently. There are many benefits to becoming a dark sky accredited, inc. Economic with Astro-tourism opportunities from both local and international tourists, as well as the preservation of the night sky and minimising the impact on the local ecology inc. Sea birds, Penguins, insects, and other native species.

<https://darksky.app.box.com/s/7oextzb8e4tq5kxzvgz0dcdz0u3grwrdr>

I have already reached to DOC and the Westcoast penguin trust; I am hoping that this would be something that would be of interest to the BDC.

On personal note, I have a few reasons why I would love to see the Paparoa National Park become Dark sky sanctuary. My family and I have a long history and connection with the West Coast, particularly Pukakaki and is a place that is incredibly special to us. We have a family Bach just a few minutes from the Fox River. Just down from "Limestone creek" My two boys (Henry 8 and Charlie 6) love going on to the beach and gazing out the stars. I would love to see this area protected for them and the generations to come.

I also have a lighting background as a "Outdoor lighting specialist" I am incredibly passionate about Dark sky preservation and educating on the adverse effects of Artificial light at night. I often present to Engineers, Landscape Architects, and councils, 'Light pollution and the adverse effects on the Westland petrel in Punakaiki, which come about after reading a local article in the paper back in 2020 on the Westland Petrel being dazzled from the streetlights and suffering from sky fall out. I reached out to Bruce Menteth from the Westland Petrel conservation trust to see if I could offer any help. I was able to provide Bruce with some Lighting standards and recommendations from some research that recommend having the Street lights turned off during fledgling season. Which as you will be aware, has made a huge difference

I hope this is something that would be of interest to either yourself or the council and I would love to continue this discussion in further detail or if you have any other people or organizations, you feel I should reach out to, please let me know.

Kind Regards,
Mike

Mike Geddis
National Sales Manager - Outdoor (TechIES)

energylight
knowledge | solutions

Mobile: +64 21 514 102

energylight.net



From: [Mayor Jamie Cleine](#)
To: Paul.Goldsmith@parliament.govt.nz
Cc: [Paul;SzabaneNickford](#)
Subject: Westport Masterplanning & PAMU
Date: Wednesday, 27 November 2024 1:30:22 pm

Kia ora Minister Goldsmith,

I am contacting you in relation to your position as Minister with responsibility for PAMU.

I note in a recent Stuff media article that there is an intention from them to reach out to you in terms of the Master Planning we are undertaking for the community of Westport, specifically the potential usage of a portion of ancillary and undeveloped area of PAMU land.

(<https://www.thepress.co.nz/nz-news/360498379/new-westport-town-centre-away-buller-river-revealed>)

Although the project team has identified an appropriate area for the growth of Westport, and potential relocation post a natural disaster event we are still in the process of Community Engagement. We have assured our community that there is no pre-determined outcome, rather a participatory design process has been undertaken by my team.

Our intention has always been to work collaboratively with Government on the Master Plan execution in due course, however our project team presented to the Governance of Buller District Council last week – which has in turn stimulated some media attention and interest.

It would be good to arrange a meeting with yourself and my team, which will allow us the opportunity to articulate the thinking behind the draft plan to date – and look to further opportunities for partnerships moving ahead.

I look forward to your response and please do not hesitate to contact me directly.

Kind regards
Jamie

Jamie Cleine | Mayor
 Mobile 027 423 2629 | Email jamie.cleine@bdc.govt.nz

Buller District Council | Phone 0800 807 239 | www.bullerdc.govt.nz
 PO Box 21 | Westport 7866

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expressly, and with authority, states them to be the views of Buller District Council.



13 December 2024

Hāpai Hapori (Community Operations)
Department of Internal Affairs
Wellington

Good morning,

Lottery Community Facilities Grant R-LCF-2024-259354

In the time following the original grant application and the subsequent grant allocation, the Buller District Council has had a number of personnel changes.

Please accept this letter as authorisation for Brent Oldham (Manager Infrastructure Planning) to replace Melvin Sutherland as the profile secretary for this grant.

Sincerely yours,

Jamie Cleine
Buller District Mayor



OFFICE OF THE MAYOR
Jamie Cleine

19 December 2024

Garry Howard
Via email: [REDACTED]

Dear Garry

Public Forum Response

Thank you for speaking at public forum.

Councillors wish to acknowledge your level of disappointment at how information about the Communications and Engagement Strategy was made publicly available.

Council does strive to honour the principals of our 2024 Charter and are sorry that you feel we have not achieved that of late.

Councillors also wish to reiterate that we respect and appreciate the feedback members of the community provide to elected members and this certainly applies to those that choose to speak at public forum. The views expressed publicly by Cr Weston do not represent the view of Council.

I acknowledge you were disappointed about correspondence not being included in the public agenda. However, I respectfully disagree with you and confirm my view that the response to you and the circulation of this to all Councillors had appropriately addressed the matters raised.

Best Regards,

Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz

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WEST COAST
UNTAMED NATURAL WILDERNESS



OFFICE OF THE MAYOR
Jamie Cleine

19 December 2024

Kevin Smith

Via email: [REDACTED]

Dear Kevin

Public Forum Response

Thank you for speaking at public forum. I acknowledge you had a lot to cover in the time slot allowed for, however you provided some good information and pictures.

The concept of “nature-based solutions” is well known in environmental engineering and, we agree, it is great to see some local examples of where that has helped “work with” nature in managing natural hazard or natural processes such as coastal erosion. Good examples include Carters Beach as you mentioned. I'd also note the alignment of this thinking with the Resilient Westport programme of work which considers some nature-based solutions to assist in stormwater and river management as included in the PARA framework.

In regards the Port at Westport. Council is cognisant of the risks and environmental challenges of maintaining a viable port. The management of risk means we should always be prepared to revisit the question of port viability and make decisions as required. However, we also consider there is significant risk to walking away and abandoning this important transport option unless absolutely necessary. The port remains a key consideration in terms of recovery from a major natural disaster. One of the ways Council has tried to reduce risk to ratepayers is through successful applications to central government funding for various upgrades and dredging over recent years. However, as those opportunities diminish, Council must carefully monitor current and longer-term prospects and make tough decisions if required.

Best Regards,

Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz

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OFFICE OF THE MAYOR
Jamie Cleine

19 December 2024

Paul Reynolds

Via email: [REDACTED]

Dear Paul

Public Forum Response

Thank you for speaking at public forum. Councillors discussed how best to respond to your questions and examples provided by you on the day.

It was decided that your main questions would be treated as a request under the LGOIMA.

Councils LGOIMA officer has been provided with the following request on your behalf:

"I am concerned at the number of consultants council engages at great expense that deliver nothing of value for the ratepayer."

1. *How are consultants selected?*
2. *Do you check that they have an appropriate work history?*
3. *Are their qualifications checked?*
4. *How are their rates of remuneration determined?*

Councillors also noted your opinion on ratepayer value gained (or not) from council spending on consultants.

Best Regards,

Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz

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WEST COAST
UNTAMED NATURAL WILDERNESS



12 February 2025

Minister for Housing, Hon Chris Bishop

Via email: Chris.Bishop@parliament.govt.nz

Dear Minister Bishop

IAF Funding Condition

I am writing with regards to the current impasse regarding the IAF construction funding due to BDC being unable to meet the Crown-imposed condition.

My previous letter to you on the 9 July 2024 raised these concerns that now appear to be playing out.

I have been advised that a decision is required by your officials in both Kainga Ora and Housing and Urban Development in order to progress a release of construction funding already tagged to Buller District Council. My letter below sets out in more detail the situation we are in and the progress we have made in good faith to enable housing development and growth.

However, I now wish to advise the only apparent barrier to achieving the intended outcomes of the IAF sits with your ministry and the absence of a positive decision likely means more wastage, slower growth and potentially the need to re-scope or scrap the project altogether – running contrary to the intent of the fund, which is to accelerate housing outcomes by the provision of infrastructure. This is also counter to what you are trying to achieve in seeking efficiency of both time and cost – as you are aware Westport has one of the highest housing stresses in the country.

Buller District Council requests urgent action and a decision from you as we are now waiting to deliver this infrastructure.

We would like to raise the following issues for your consideration:

1. The construction funding condition is not one that BDC can satisfy as it is not in control of the Te Tai o Poutini Plan (TTPP) development process.
2. The financial risk to the Crown is more likely to be realised if construction of the new infrastructure does not commence in 2025.

3. The work BDC has done in submitting on the TToP provisions and in dealing with objections to the rezoning of Alma Road has significantly increased the probability of Alma Road being rezoned, and in fact if a subdivision consent application was made today it would likely be granted.
4. A significant pause to the IAF delivery programme introduces significant delivery inefficiencies and overhead, demonstrates a lack of all of government thinking and action and appears to go against the new government's direction of increased efficiency and systems thinking.
5. BDC has a very limited rating base and a community with a high deprivation index. The council cannot afford to progress this key programme on its own.

The construction funding condition imposed is not one that BDC can satisfy

As you may be aware, the construction funding condition was unilaterally imposed on council as part of the joint Minister's approval process, by the previous government. Council was not invited to review or discuss the option or condition before it was imposed. If we had been consulted, we would have stressed that the condition is outside of Council's control to deliver.

The TToP process is being run along statutory timeframes by the West Coast Regional Council. While Council is a party to proceedings and has made submissions during the plan development process, we have no way to change the delivery timetable. As such, the condition could be considered excessive.

Despite this, Council has worked diligently with the process, making further submissions and meeting and dealing with objections to create as much certainty as possible about the rezoning of the Alma Road land to support housing development. The outcome of this work is documented in the Minute issued by the Hearings Panel.

The financial risk to the Crown is more likely to be realised if construction of the new infrastructure does not commence in early 2025.

As we have previously mentioned, the financial returns on development on the West Coast are lower than other parts of NZ due to the lower property values, yet the development costs are generally the same as other parts of NZ. This makes development on the West Coast riskier.

Council staff have been working hard to attract developers to Alma Road. Part of the pitch to developers is the IAF funded construction of reticulated water and sewer. We are now receiving requests from developers wanting to connect to the proposed infrastructure. Ironically, if this infrastructure is not provided, the risk profile for developers increases which increases the risk of houses not being built. Without construction funding certainty, council will need to consider what further effort to put into developer attraction.

There is now a very high probability that Alma Road will be rezoned residential

We note that Kainga Ora appears to consider the TToP condition to be binary – achieved/not achieved rather than considering it from a risk perspective – after all, Kainga Ora is a financial steward for government. Risk has two dimensions – probability and impact. From a risk perspective the rezoning of Alma Road is now a high probability as BDC has worked through the process last year to remove outstanding objections through the hearings process.

While the Hearing Panel is unable to guarantee this outcome, there is no impediment to them now making this recommendation at the end of the Hearing process. There are no outstanding Hearings that can now change the recommended approach. In addition, a developer could now lodge a subdivision application and Buller District Council would have to take account and give weight to the rules in the Proposed Plan. This further lowers the probability of the financial risk being realised.

A significant pause to the IAF delivery programme introduces significant delivery inefficiencies and overhead.

We have previously detailed the high cost of stopping the programme mid -flight and having to restart it at a later date. This loads unnecessary overhead into the programme and makes delivery inefficient. In addition, under the terms of our funding agreement, council is solely on risk for construction inflation.

Delays in funding exacerbate this risk and elected members will need to consider if they are willing to continue to hold this risk or whether they should give notice of withdrawal from the agreement. In that case the financial loss of the design funding will be realised for government. This needs to be balanced against the much lower risk of construction funding being used to build infrastructure.

We have been closely engaged with the mineral sector on the West Coast noting their demand for housing for new workers being employed. This is a positive part of the Buller economic growth strategy. However, this too is put at risk as without suitable housing being developed, mine workers are likely to choose other towns for permanent housing or commute to work from elsewhere

As you are also aware from the Master Planning work that is underway, Buller has developed a multi-faceted approach to reducing hazards in Buller using the PARA framework. There is a high risk of maladaptation with Buller having to allow continued development in Westport in lieu of reticulated services in Alma Road.

We are also working closely with other parts of Government to deliver against this wider strategy and IAF funding is an integral part of this. Not providing the IAF construction funding

impacts this strategy and is another example of siloed thinking that I believe and acknowledge your government in trying to avoid.

Finally, I would welcome the opportunity to discuss these issues directly with you and to further discuss how the construction funding condition can be amended to allow infrastructure to be built.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Jamie Cleine', written in a cursive style.

Jamie Cleine
Buller District Mayor

Cc Maureen Pugh MP

17 February 2025

Committee Secretariat
Finance and Expenditure Committee
Parliament Buildings
Wellington 6160
fe@parliament.govt.nz

BULLER DISTRICT COUNCIL – LOCAL GOVERNMENT (WATER SERVICES) BILL SUBMISSION

Buller District Council (BDC) thanks the Finance and Expenditure Committee (the Committee) for the opportunity to submit and provide feedback on the Local Government (Water Services Services) Bill.

We are aware that the concerns we raise within this submission are likely to be very similar to those from other provincial and rural councils across New Zealand.

Introduction

1. The Buller District Council (BDC) provides essential three waters services to a diverse community. Covering 8,000 square kilometres on the West Coast of the South Island, BDC is responsible for delivering safe, reliable, and affordable water services across a wide and varied geographic area.
2. This submission focuses on the Local Government (Water Services) Bill and its potential impacts on our communities. Our goal is to ensure that the proposed legislation supports the effective delivery of three waters services while maintaining affordability and responsiveness to local needs across all areas of local government responsibility.
3. Central to this submission are concerns regarding the disproportionate impact the Bill could have on resource allocation, decision-making, and responsiveness to local challenges. Rural communities like BDC often have significant water management needs, including the management of varied topography and remote systems and a number of small rural schemes.

Summary of the Bill

4. The Local Government (Water Services) Bill aims to establish a new structure and regulatory framework for water service delivery. Key provisions include:
 - Governance and operational structural arrangements for a new water service delivery system.
 - New economic regulation and consumer protection for water services
 - New obligations for water service providers, including charging powers
 - Changes to the water quality regulatory framework and water services regulator.

5. While we appreciate the intention to reform the water sector, we have concerns about the practical implications for local communities, particularly those in rural and provincial areas such as Buller regarding:
 - Structural Arrangement and Local Control/Autonomy
 - Financial implications
 - Sustainability and Infrastructure Investment
 - Compliance with regulations and standards
 - Capacity and capability of workforce
 - Integration with other legislation and reform programmes

Structural Arrangements and Local Control/Autonomy

6. We support/endorse the requirement for an independent board for new water organisations. However, we have concerns about the potential fragmentation of water service management and the insufficient focus on competency-based professional governance for these new entities.
7. The Bill offers flexibility regarding how services are delivered, but care is required to ensure it does not lead to a loss of local control and oversight. Local expertise is vital to address the specific needs of our community, and the transfer of water service responsibility to larger water organisations may create a disconnect between the Council and its residents.
8. We are also concerned that the provisions that provide 'flexibility' may have unintended consequences in the future. The ability to form different types of service delivery arrangements and include either two or three waters could lead to continued complexities and a loss of localised knowledge on local schemes, ownership rights and land access with no centralised funding support.
9. We recommend that governance structures include provisions that support local councils like BDC. This would help ensure that local knowledge is not overshadowed by larger entities. We also propose that local representation remain on governing boards, particularly in a collaborative governance model.

Financial Implications

10. The Bill outlines new funding mechanisms but offers limited clarity on how the financial needs of smaller, isolated communities will be addressed. Rural councils like ours face higher costs to maintain and upgrade infrastructure due to geographic spread and topography, and there is a risk that centralisation could lead to reduced service levels.
11. While economies of scale may benefit larger urban centres, rural areas may not experience proportional benefits as costs for upgrades are often far greater per customer in rural communities. The Bill should ensure equitable access to funding that addresses the needs of smaller providers. Some of the bigger urban centres have already ruled themselves out of the creation of a Regional CCO.
12. The bill currently leads to a duplication of effort between the water service delivery vehicle and territorial authorities that could impact on BDC's ability to respond to everything that is left behind.

Sustainability and Infrastructure Investment

13. The Bill should prioritise long-term sustainability for three water systems. Many rural areas, including Buller, have aging infrastructure that is less developed than larger urban centres. The Bill should specifically support investment in the maintenance and upgrading of these systems to ensure older infrastructure is not neglected. We think

it should also be focused more of the affordability rather than the main focus around sustainability.

14. The legislation must also support future-proofed infrastructure investment, enabling councils to plan for long-term needs while balancing immediate priorities, particularly in the face of environmental challenges such as droughts, floods and other impacts of climate change.

Compliance with Regulations and Standards

15. We support the proposed environmental performance standards in the Bill. However, there is ambiguity regarding whether the wastewater environmental performance standard will be a National Environment Standard (NES). We recommend clarification on this matter.
16. Additionally, the Bill should be adaptable to the unique challenges faced by provincial areas, particularly in terms of water source management and the impact of natural disasters.
17. We do feel that more information should be available from the Water Regulator to make it easier to understand but also from a financial planning point of view.

Capacity and Capability of Workforce

18. The transition to centralised water services is already presenting significant staffing and expertise challenges for BDC and other councils across New Zealand.
19. The lengthy and changing direction of various Water Reform programmes, coupled with an economic downturn has resulted in uncertainty and seen the workforce shrink.
20. Retaining existing staff with local knowledge and experience has been challenging and will continue to be challenging. The loss of this expertise could result in gaps during the transition and implementation. Provincial areas may also face difficulties attracting and retaining skilled workers.
21. To address this, we recommend provisions for upskilling and supporting staff in rural areas, including assistance for secondments and on demand advice, particularly in technical roles critical for maintaining water infrastructure.

Integration with Other Legislation and Reform Programmes

22. We are concerned about the lack of alignment between the Bill and other legislation, such as the Resource Management Reform and the Local Government Act and Commerce Act, Public Works Act.
23. As new water organisations are likely to become major users of resource management regulation, the lack of integration could result in cost implications, inefficiencies, and increased red tape, hindering critical infrastructure development and upgrades.
24. We are concerned that the Bill has provisions that will result in a duplication of effort between BDC and a new water organisation with regard defining levels of service, and planning for climate change adaptation as well and integrated spatial planning for growth and development.
25. We are concerned about the unclear relationship between various organisations (Council, Water organisations, the Water Regulator (Taumata Arowai), Commerce Commission, Department of Internal Affairs) and who will be responsible for setting infrastructure levels of service (and performance measures and targets).
26. We are unclear about the nature of relationships of new water service organisations and tangata whenua and mana whenua iwi. There is no mention of recognising cultural values and working with tangata whenua/man whenua. We recommend amendments to the Objectives section for clarity.

27. Furthermore, there is the potential for continued complexities regarding the option of only including two waters in a new water organisation.
28. We recommend that the provisions in this Bill under the Interpretation section be reviewed and assessed for consistency and integration, particularly reviewing all terms, definitions and policy outcomes. We also recommend that provisions in this Bill are in alignment with all other legislation under the Local Water Done Well programme (two other pieces of supporting legislation).
29. We recommend that the Annual Water Regulator (Taumata Arowai) compliance reporting is aligned with the rest of Local Government reporting and moved from 1 January – 31 December to 1 July – 30 June.
30. We recommend that any potential overlap and duplication of monitoring and reporting from the Commerce Commission, Auditor General and Shareholders is addressed in the bill.

Recommendations

31. **Preserving Local Decision-Making Powers:** The Bill should include provisions that allow for greater local input, control and decision making, especially for smaller or rural communities. Provision could be made for an elected member seat on the board of water organisations to more closely support local democracy input.
32. **Equitable Funding Arrangements:** Ensure that smaller councils have equitable access to financial resources, including targeted subsidies and grants for infrastructure development and maintenance. Provisions for workforce capability, particularly in rural areas, should be included to help mitigate the financial burden on rural districts.
33. **Investment in Rural Infrastructure:** The Bill should outline clear mechanisms to address the specific needs of aging or underdeveloped water infrastructure in rural areas, such as dedicated funding streams for rural councils or incentives for long-term planning.
34. **Level of detail in primary legislation.** The bill includes provisions that are complex compared to legislation for other regulated network utilities. The bill should be more outcome focused on elements of technical detail that do not need to be included directly in legislation. These should be determined by each Water organisation with their partners through guidelines and service agreements including policy aligned with growth and levels of service, trade waste, stormwater network bylaws, water strategies and stormwater network risk management.

Concluding remarks

BDC thanks the Committee for the opportunity to provide feedback on the Local Government (Water Services) Bill.

We are committed to collaborating with the Government, partners, stakeholders and our local community to ensure the proposed reforms achieve the best outcomes for all, particularly those in rural and provincial areas. We do not wish to do a verbal submission in support of this.

We look forward to continuing open dialogue and working together to refine and contribute to water service delivery reform.

Ngā mihi,

A handwritten signature in blue ink, appearing to read 'J Cleine', with a small dot above the final 'e'.

Mayor Jamie Cleine

Simon Pickford
Chief Executive

17 February 2025

To:

The Minister of Finance
The Minister for Infrastructure
The Minister of Local Government
The Minister for Māori Development
The Minister for Regional Development
Parliament Buildings
Wellington

Dear Ministers

Subject: Request for RIF Funding Eligibility – Westport Stormwater Integration with Structural Flood protection

We are writing to request that the essential Westport stormwater integration with the Structural Flood protection work be considered eligible for funding under the Regional Infrastructure Fund (RIF). This stormwater integration is critical to the success of the Resilient Westport project, which aims to enhance the town's flood resilience through the construction of floodwalls and stopbanks. We believe the initial intention was to allow flood schemes such as Westport's to be eligible but the criteria are worded in such a way that has excluded them.

The Resilient Westport structural protection project, led by the West Coast Regional Council, involves building approximately 16 kilometres of flood protection structures, including earth stopbanks, concrete floodwalls, and portable flood barriers. These structures are designed to mitigate direct threats from both the Buller and Orowaiti rivers, caused by upstream flooding and coastal inundation. The Resilient Westport Structural flood protection has a total estimated cost of \$23.9m of which \$15.9m has been granted from Central Government with the balance coming from the Westport Rating District's contribution.

The integrated stormwater installation is not a 'business as usual' asset - this is directly critically enabling to ensure the success of the flood resilience programme and was excluded from the initial funding. However, without an integrated stormwater network to efficiently drain excess water, the flood protection structures could inadvertently trap water within the township, leading to more severe and prolonged flooding.

A report by Worley, presented to the Council in late 2024, provides options for creating a flexible and cost-effective stormwater management system to reduce flooding during both routine and extreme weather events. The project cost was calculated as \$19m. Council reviewed the RIF criteria and discussed with Kānoa. While 'business as usual' stormwater assets were not eligible for RIF support, Council understood that if those stormwater assets were directly critically enabling, 'for example

storm water assets typically vital to ensure the success of a floodbank project', they would be eligible. However, the criteria wording included a caveat that such projects must be enabling for 'eligible RIF projects' only. The inclusion of this caveat appears to be an oversight which has resulted in unintended consequences i.e. excluding the integrated stormwater component and placing the Resilient Westport Structural flood protection project at risk.

The Buller District has a high level of deprivation, low incomes and an ageing population. Already, the Council's net debt in the Enhanced Annual Plan 2024-25 of \$36.9m exceeds net debt limit of \$25m set in the Financial Strategy. For Buller ratepayers, \$94,000 equates to 1% rate rise and consequently the Council would not be able to progress this project without RIF support. Given the critical nature of the stormwater integration to the overall flood resilience strategy, we would request that you support its eligibility for RIF funding. This support would enable Westport to implement a fully functional, long-term flood protection system, safeguarding residents, businesses, and critical infrastructure from future flood events.

We would welcome the opportunity to discuss this further and provide any additional information required to advance this request.

Thank you for your consideration of this critical issue for our community. We look forward to your response.

Yours sincerely,



.....
Peter Haddock, Chair
West Coast Regional Council



.....
Jamie Cleine, Mayor
Buller District Council

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 10

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Regulatory Report February 2025

Public Excluded: No

CHIEF EXECUTIVE OFFICER'S REPORT

1. REPORT PURPOSE

This report provides an overview of activities across the previous month and a 'horizon-scan' of upcoming strategic focus areas and opportunities. No decision is needed in relation to this information.

2. DISCUSSION

3. Legislation tracker

The table below outlines the known and anticipated future legislation with some direct impact on the local government sector. Legislation is classified into three categories:

- in the final stages of the Parliamentary process (**orange**) - the Bill has passed the point where public submissions or other action can influence the final design of legislation (i.e. the Bill is reported from the Select Committee. It is unusual for Parliament to accept an amendment in the Committee of the House stage that is not promoted by the Government)
- live for submissions (**white**) – legislation is on the Parliamentary Order paper and is either open for submission or awaits a referral to the Select Committee
- upcoming (**green**) - legislation has been signalled in coalition agreements or Ministerial statements, etc noting that some items may be speculative.

Bill	Description	Status in Parliament
Arms Amendment Bill (Government Bill) Bill introduced September 2024	Loosens requirements on shooting ranges, shooting clubs regarding consents.	Second reading on 13 February.

<p>Responding to Abuse in Care Legislation Bill (Government Bill)</p> <p>Introduced 12 November</p>	<p>Allows the Chief Archivist to audit agencies more frequently.</p>	<p>At Select Committee – written submissions are closed. Report due on 14 March.</p>
<p>Building (Overseas Products, Standards and Certification) Amendment Bill (Government Bill)</p> <p>Bill introduced September 2024</p>	<p>Responds to competition issues by reducing barriers to overseas building products entering New Zealand.</p>	<p>At Select Committee – written submissions closed. Report due 26 March.</p>
<p>Statutes Amendment Bill</p> <p>Introduced 23 September</p>	<p>Omnibus Bill making technical and non-controversial amendments to legislation (often these are to correct drafting errors).</p>	<p>At Select Committee – written submissions closed. Report due 17 April.</p>
<p>Principles of the Treaty of Waitangi Bill (Government Bill)</p> <p>Introduced 7 November</p>	<p>Bill proposes a set of Treaty Principles to replace those developed through case law. Note: while a Government Bill, the Prime Minister has ruled out National party support for this Bill at second reading.</p>	<p>At Justice Select Committee – submissions closed. Select Committee report due 14 May,</p>
<p>Crimes (Countering Foreign Interference) Amendment Bill</p> <p>Introduced 14 November</p>	<p>The Bill strengthens the law around foreign interference targeting New Zealand. The Bill brings local authorities into the provisions related to the wrongful communication, retention or copying of official information in section 78A of the Crimes Act.</p>	<p>Bill referred to Justice Committee – submissions closed. Select Committee report due 19 May.</p>
<p>Resource Management Act</p>	<p>This Bill amends the Resource Management</p>	<p>Bill referred to Environment Select Committee – submissions closed.</p>

<p>(Consenting and Other System Changes) Amendment Bill</p> <p>Introduced 9 December 2024</p>	<p>Act 1991 to progress Government priorities, including making it easier to consent new infrastructure, encouraging investment in renewable energy, and making medium-density residential standards optional for councils.</p>	<p>Select Committee report due 17 June.</p>
<p>Local Government (Water Services) Bill (Government Bill)</p> <p>Introduced 10 December 2024</p>	<p>Gives effect to the Government decisions about the powers and duties of new water services entities, and the framework for economic regulation. Makes changes to quality regulation and powers of Taumata Arowai.</p>	<p>Bill referred to the Finance and Expenditure Select Committee. Submissions due by 23 February. Report due 17 June.</p>
<p>Land Transport Management (Time of Use charging) Amendment Bill (Government Bill)</p>	<p>Gives effect to the Government decisions to allow time of use charging on roads that meet policy criteria.</p>	<p>Bill awaits a first reading and referral to Select Committee. Submissions due in late March 2025 (likely).</p>
<p>Public Works (Prohibition on the Compulsory Acquisition of Māori Land) Amendment Bill (Private Members Bill)</p>	<p>This bill amends the Public Works Act 1981 to protect Māori freehold and Māori customary land from being acquired for public works.</p>	<p>A private member's bill awaiting first reading.</p>
<p>RMA Replacement Bill</p>	<p>A new act to “manage environmental effects that arise from the use of natural resources”.</p>	<p>Signalled in coalition agreements – mid 2025.</p>
<p>Urban Development and Infrastructure Bill</p>	<p>Bill to enable urban development and infrastructure. This act will also be aligned with the Government's Going for Housing Growth plan and its 30-year National Infrastructure Plan.</p>	<p>Signalled in coalition agreements – mid-late 2025.</p>

Granny Flats Amendment Bill	New NES and changes to Building Act to allow for building of 60m2 secondary dwellings without consents.	Signalled in coalition agreements this is expected by the end of March 2025. Follows MBIE consultation that closed August 2024.
Constitution (four Year Term) Amendment Bill	Provide for a referendum for a four-year term for Parliament.	Signalled in coalition agreements this is expected by the end of March 2025.
Local Water Done Well Bill #4	<u>Speculative</u> –anticipated final tidy-up Bill to fix errors or additional policy matters.	Would be needed by mid-2025 at the latest.
Local Government Systems Improvements Bill	Gives effect to proposed change of purpose of local government, rate-capping and performance comparisons.	Signalled in the back-to-basics announcements at the LGNZ Conference. Mid-2025. More detail below.
Te Ture Whenua Māori Amendment Bill (New initiative)	Amends Te Ture Whenua Māori Act 1993 to “better enable Māori economic development”.	Announced in the release of the Quarter One 2025 Action Plan. Policy decisions in the first quarter and legislation late 2025. <u>Speculative</u> – this may include changes to the Rating Act.
Building Act Amendment Bill	More comprehensive changes to Building consenting making it easier for private BCAs, address barriers to voluntary consolidation, national consenting body, ensuring national consistency, strengthening roles and responsibilities, new consent pathway for commercial buildings, new assurance pathways more self-certification – further streamlining, risk and liability.	Late 2025?
Public Works Act Amendment Bill	Gives effect to recommendations made by PWA Expert Panel and other tidy-ups.	Policy decisions to be made in late 2024. Legislation is expected late 2025 – Government has announced acquisition and disposal of Māori land has been added to the terms of reference.

Emergency Management Bill	<p>The Government will implement a programme of changes in five broad areas:</p> <p>Give effect to the whole-of-society approach to emergency management.</p> <p>Support and enable local government to deliver a consistent minimum standard of emergency management across New Zealand.</p> <p>Professionalise and build the capability and capacity of the emergency management workforce.</p> <p>Enable the different parts of the system to work better together.</p> <p>Drive a strategic focus on implementation and investment to ensure delivery.</p>	In preparation – expected mid 2025
Treaty Clauses Legislation Bill (New initiative)	Bill implementing results of the review of existing Treaty clauses in legislation.	Mid-late 2025
Going for Housing Growth Bill (New initiative)	Speculative – Bill to implement latest decisions from the Going for Housing Growth programme. This includes the Treasury-led review of development contributions.	Late 2025
Biosecurity Amendment Bill	Bill to give effect to any policy decisions to modernise this legislation. Consultation closed December 2024.	Mid-late 2025
Land Transport Legislation Bill	Bill to place government under an obligation to prepare the GPS Land	Signalled by Minister – expected in mid-2025.

	Transport with a ten-year investment horizon (as signalled in the draft GPS). Will empower road tolling. Will be needed to empower transition away from fuel excise, and value capture.	
Waste Management Bill	<u>Speculative</u> – implementing the conclusions of the 2023 consultation on waste management.	Not clear how fast this is progressing within MFE. Mid-late 2025.
Emissions Trading Scheme Amendment Bill	Introduces the split gas approach and methane targets referred to in the National/Act agreement.	Not clear how fast this is progressing within MFE.
Hazard Substances and New Organisms Amendment Bill	liberalises the laws around GMOs as set out in the National/Act agreement.	Not clear how fast this is progressing.
Credit Contracts and Customer Finance Bill	Intended to make access to this finance easier and cost effective. Submission would ensure there are no unintended consequences for the sector (for example, nothing gets in the way of the operation of voluntary targeted rates).	Review announced in June. Late 2025?
Infrastructure Funding and Financing Amendment Bill	<u>Speculative</u> – would give effect to refinements to the vehicle for special purpose vehicles signalled in DIA Brief to Incoming Minister	?
Climate Adaptation Bill	Bill sets the legal framework for powers and responsibilities with respect to climate adaptation. If there is a climate adaptation fund it will be in this Bill.	Not clear how fast this is progressing within MFE.

Regulatory Standards Bill	Bill to improve standards of government regulation and the policy-making process in general. (This would give effect to any policy decisions arising from the November 2024 consultation document).	Signalled for introduction in mid-2025.
GST Amendment Bill	<u>Speculative</u> – a Bill may be needed to give effect to any decision to hypothecate a share of the revenue from GST for new builds to the sector.	Signalled in the ACT/National agreement for investigation. Likely to be and end of 2025 (if at all).
Rates Rebates Amendment Bill	<u>Speculative</u> – extends scheme for Super Gold Card holders.	Investigation signalled in the NZ First/National agreement has not progressed to date.

4. **Local Government System Improvements**

- On 3 February, the Government proactively released the Cabinet paper that Hon Simeon Brown took to Cabinet in December regarding the ‘Local Government System Improvements’ (aka ‘back to basics’). The document can be found at [https://www.dia.govt.nz/diawebsite.nsf/Files/Proactive-Releases-2024-25/\\$file/System-Improvements-Cabinet-material-November-2024_Redacted.pdf](https://www.dia.govt.nz/diawebsite.nsf/Files/Proactive-Releases-2024-25/$file/System-Improvements-Cabinet-material-November-2024_Redacted.pdf)
5. The paper confirms the reinstatement of the purpose clause as it applied 2012 – 19 (i.e. the removal of wellbeing from section 10 and elsewhere in the Act). The proposed purpose is "to meet the current and future needs of communities for good-quality local infrastructure, public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses, therefore supporting local economic growth and development." The last seven words are an addition to the 2012 – 19 clause.
 6. The paper briefly mentions a more efficient LTP. This includes making six-yearly service delivery reviews (the so-called s17A reviews) optional and potentially changes to audit requirements.
 7. The paper is proposing to reinstate a list of ‘core’ services; the list proposed closely resembles that which was repealed in 2019. More to come on this as there will be a link to rate-pegging.
 8. The paper is largely silent on rate-pegging noting only that there will be a report back in early 2025. Again, this will be the real practical limit on council activity rather than what is happening with the statement of purpose.

9. There is also a proposal for central government to develop a standardised code of conduct for elected members - councils will be required to adopt the code. It is less clear what sanction, if any, will apply. The paper signals more work is to come.
10. The paper also describes:
 - Clarifying that third party-contributions to capital projects for which development contributions are charged can be targeted to specific project drivers.
 - Making the signing of s118 LGA certificates of compliance delegable by the CE.
 - Changing public notice requirements across multiple Acts (including the Local Government Official Information and Meetings Act 1987) so councils are not compelled to publish public notices in newspapers.
 - Benchmarking council performance. The Department of Internal Affairs (DIA) will publish a yearly report on key financial and delivery outcomes.
11. The first benchmarking report on local councils will be released mid-2025 and is expected to include a number of key council performance metrics:
 - Rates – so that ratepayers know the amount of rates levied per unit, the change in rates since the previous year, and the forecast change in rates over the next 10 years;
 - Council debt – including debt per rating unit, percentage change in council debt since the previous year, and forecast change over the next 10 years;
 - Capital expenditure – including a breakdown by activity class such as roading and water services;
 - Balanced budget – to show whether a council is balancing its budget or borrowing to support expenditure;
 - Road condition – so that ratepayers can compare the state of their local roads with councils across the country.
12. **Brougham House HVAC System Installation**

The long-awaited installation of a heating, ventilation, and cooling (HVAC) system for Brougham House is scheduled to begin on Monday 3 March 2025. This will require the relocation of all Westport staff based at Brougham House to alternative council buildings and facilities on Friday 28 February for a period of approximately four weeks while the work is completed.
13. Council’s customer services staff will relocate to the Sue Thomson Casey Memorial Library at 87-89 Palmerston Street and will be able to assist members of the public with general enquiries and payments during the library’s opening hours, 9:30 am – 5 pm weekdays.
14. **Regulatory Report**
See **Attachment 1**.

15. The standard considerations have been thoroughly evaluated, and there are no additional comments at this time.

16. **DRAFT RECOMMENDATION**
That the Chief Executive Officer's Report dated 26 February 2025 be received.



Regulatory Report

14 February 2025

Simon Bastion

Group Manager, Regulatory Services

Group Manager Update

A very busy month with a lot of focus on supporting the completion of the Long Term Plan. Budget review, Levels of Service and Fees & Charges have all been worked through. We have been working closely with other West Coast councils to standardise our approach to regulatory matters and common charge out rates.

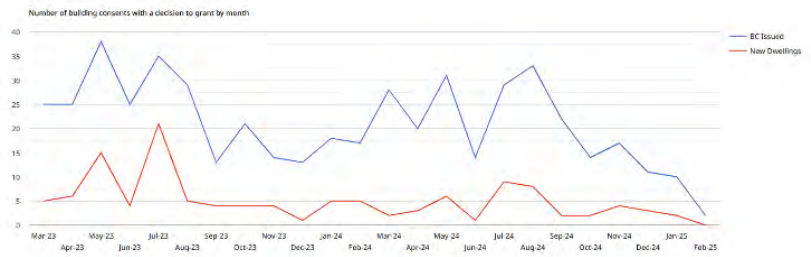
An increase in non-compliance across the board which has diverted staff from direct consent processing. There will be further work in the coming months in regards to a number of matters of concern.

We have seen a significant increase in LIM's requests and a number of new subdivision applications.

A full review of our Regulatory Applications forms is underway and we are looking at the opportunity to improve our service delivery through online forms for Regulatory Services via Business Connect.

Building Team

Building consents Jan – 12 consents issued – 2 dwellings



1 BC issued over 20 days – Processor on leave and was not notified of RFI being received
 × BC Decision to Grant - 21 or More Stat Days
 Monthly for All Building Types and All Complexities



× BC Granted/Issued
 Monthly for All Building Types and All Complexities



7 CCC issued – all within 20 day time frame
 × CCC Issued
 Monthly for All Building Types and All Complexities



55 inspections undertaken

× Inspections Undertaken
Monthly for All Building Types and All Complexities



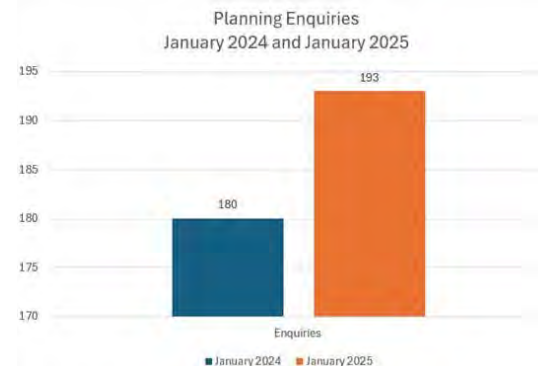
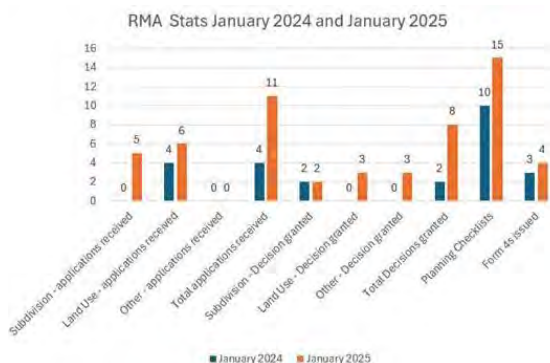
3 PIM's

× All PIM Apps Issued (Incl. PIM Only and PIM/BC)
Monthly for All Building Types and All Complexities



Planning Team

	January 2024	January 2025
Subdivision - applications received	0	5
Land Use - applications received	4	6
Other - applications received	0	0
Total applications received	4	11
Subdivision - Decision granted	2	2
Land Use - Decision granted	0	3
Other - Decision granted	0	3
Total Decisions granted	2	8
Planning Checklists	10	15
Form 4s issued	3	4
LIM applications received	21	35
LIMs issued	13	31



Compliance Team

Animal Control:

- 7 barking complaints and 7 roaming dogs.
- We are also working through a dog that was impounded due to owner failing to comply with the Dangerous Classification. The owner was charged with burglary after he removed the dog from the pound unlawfully but police assisted to get the dog back.
- 1 dog rehomed.
- We are working closely with our comms team and EMO to start educating pet owners to be prepared in an emergency.

General Compliance Complaints:

- 2 abandoned vehicle requests.
- 1 odour complaint.
- 3 overgrown sections.
- 1 parking issue.

Freedom camping

- 21 checks at Punakaiki, McMillians Road, Nth Beach, Shingles, Tauranga Bay, Okari and Hector. We have noticed a decline in numbers the last few weeks.

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 11

Prepared by Simon Pickford
Chief Executive Officer

PORTFOLIO LEADS VERBAL UPDATE

1. REPORT PURPOSE

A summary of updates is verbally provided by each of the new Portfolio Leads and Council Representatives listed below.

2. DRAFT RECOMMENDATION

That Council receive verbal updates from the following Chairs and Council Representatives, for information:

- a) Inangahua Community Board – Councillor Webb**
- b) Regulatory Environment & Planning - Councillors Neylon and Basher**
- c) Community Services - Councillors Howard and Pfahlert**
- d) Infrastructure - Councillors Grafton and Weston**
- e) Corporate Policy and Corporate Planning - Councillors Reidy and Sampson**
- f) Smaller and Rural Communities - Councillors O’Keefe and Webb**
- g) Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine**
- h) Te Tai o Poutini Plan – Mayor Cleine and Councillor Neylon**
- i) Joint Committee Westport Rating District – Mayor Cleine, Councillor Howard and Councillor Reidy**
- j) Regional Transport Committee – Councillor Grafton**

BULLER DISTRICT COUNCIL

26 FEBRUARY 2025

AGENDA ITEM: 12

Prepared by Simon Pickford
Chief Executive Officer

PUBLIC EXCLUDED REPORT

REPORT SUMMARY

1. Subject to the Local Government Official Information and Meetings Act 1987 (LGOIMA) s48(1) right of Local Authority to exclude public from proceedings of any meeting on the grounds that:

DRAFT RECOMMENDATION

2. That the public be excluded from the following parts of the proceedings of this meeting.

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Simon Pickford Chief Executive Officer	Confirmation of Previous Public Excluded Minutes	(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or (s 7(2)(j)) - prevent the disclosure or use of official information for improper gain or improper advantage.
PE 2	Anthony Blom - Group Manager Infrastructure Services	Tender Recommendation	(s 7 (2)(b)) Protect information where the making available of the information would <ol style="list-style-type: none">i. Disclose a trade secretii. Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.