



# AGENDA

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

**Commencing at 3:00pm  
on Wednesday 11 May 2022**

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

# Community, Environment and Services Committee

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

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## **Purpose**

The Community, Environment and Services Committee is responsible for:

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

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

## **Terms of Reference:**

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

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

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

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

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

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

**Special Notes:**

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

**Oversight of Policies:**

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

# Community & Environmental Services Committee

Via ZOOM



11 May 2022 09:00 AM

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**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**11 MAY 2022**

**AGENDA ITEM 1**

**Prepared by** Shelley Jope  
Acting Group Manager Community Services

**APOLOGIES**

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**1. REPORT SUMMARY**

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

**2. DRAFT RECOMMENDATION**

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

**OR**

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

# COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

11 MAY 2022

## AGENDA ITEM 2

Prepared by Shelley Jope  
Acting Group Manager Community Services

### MEMBERS INTEREST

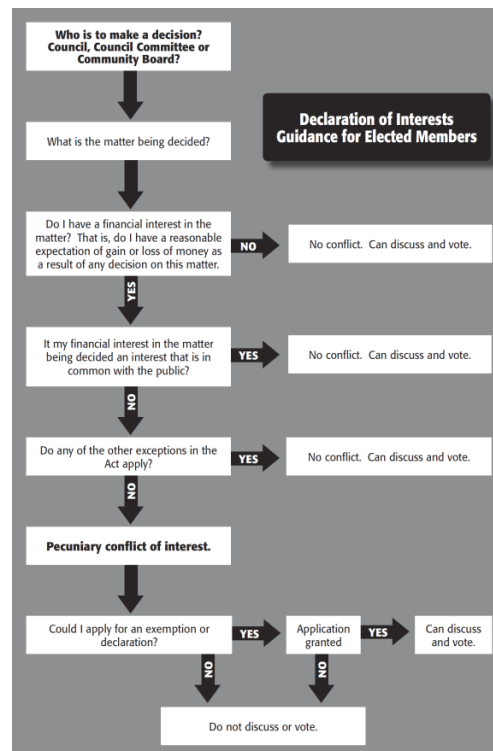
Members of the Community, Environment & Services Committee are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.

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

The attached flowchart may assist members in making that determination.

#### DRAFT RECOMMENDATION:

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



**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**11 MAY 2022**

**AGENDA ITEM 3**

**Prepared by** Shelley Jope  
Acting Group Manager Community Services

**CONFIRMATION OF MINUTES**

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**1. RECOMMENDATION**

**That the Community, Environment & Services Committee receive and confirm minutes from the meeting of 16 March 2022.**





**MEETING OF THE COMMUNITY, ENVIRONMENT AND SERVICES COMMITTEE  
AT 3:00PM ON WEDNESDAY 16 MARCH 2022, CLOCKTOWER CHAMBERS,  
PALMERSTON STREET, WESTPORT 7825.**

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**PRESENT:** Councillor M Montgomery (Chair),

**Via ZOOM:** Councillors J Bougen, D Hawes, Mayor J Cleine, J Howard, Deputy Mayor S Roche, R Nahr, P Rutherford, P Sampson, G Weston; Ned Tauwhare (Iwi Representative)

**IN ATTENDANCE:** K Trigg (Acting Group Manager Community Services), M Schwill (Communications & Community Services Officer), K McKee (Minutes)

**APOLOGIES:** No apologies

**MEETING DECLARED OPEN AT 3.07 pm**

Change to order of agenda

Begin with;

- Item 11 Te Tai Poutini Polytechnic
- Item 12 Tranche 2 Economic Development Strategy

**11. TE TAI POUTINI POLYTECH (p 526)**

Begin with Item 11 with Te Tai Poutini Polytech (TPP) with Vikki Roadley, Alex Cabrera and Heather Geddis.

Vikki spoke to the report. Background – met with staff at BDC in 2021 around the district plans and how our TPP could support the training. Including retaining young people and upskilling those in the conservation space. Te Pukenga is the organisation bringing all polytechnics together as well as Industry Training Organisation (ITO) training, working through its establishment phase. This is an opportunity to bring training from around the country and to work together with Buller District Council (BDC) partnership in terms of being able to co-ordinate this training, meet needs of the employers in the community and align with the needs of the district.

Alex Cabrera - Thank you to CEO and Mayor Jamie for engagement and leadership in this space.

Mayor JC – this presentation and the alignment of TPP, BDC, Iwi and the Department of Conservation (DOC), the concept of this conservation hub with

the draft regional workforce plan is an excellent project we should be looking to advance and is very exciting for the region.

N Tauwhare – query re will this impact on conservation volunteers, V Roadley replied re phase 2 will be working with these volunteers to support them.

Cr P Rutherford queried – from council perspective what are the financial implications of this.

CEO S Mason replied – this is being completed within existing budget and existing staff.

Cr M Montgomery - Thank you to Vikki, Alec and Heather and the presentation to the committee.

**RESOLVED:**

a) That the Community, Environment & Services Committee receive the report.

**Cr J Bougen/Cr Jo Howard  
11/11**

**CARRIED UNANIMOUSLY**

b) That the Community, Environment & Services Committee endorse the Strategic partnership between Buller District Council and Tai Poutini Polytechnic.

**Cr R Nahr /Cr Jo Howard  
11/11**

**CARRIED UNANIMOUSLY**

Point of order called by Mayor J Cleine – Normal procedure, to open the meeting, do members interest, then re-organise agenda items if required.

**1. APOLOGIES (p9)**

**RESOLVED:**

That there are no apologies to be received. Cr R Nahr requested leave of absence for next Wednesday's meeting.

**Cr G Weston/Cr R Nahr  
11/11**

**CARRIED UNANIMOUSLY**

## 2. MEMBERS INTEREST (p10)

### Discussion:

Cr P Rutherford, provide letter of in support of Buller Wheelchair Bus.

DM S Roche – was to declare conflict of interest in White Star Football Club application. Noted it has now been removed from agenda as have now received funding from else.

Cr J Howard – Item No. 8.11, Westport Menz Shed - prepared a progress report for the Menz Shed, will not take part in acceptance of this report.

Cr R Sampson – has interest in Friends of KAS and Market Cross Community group. Happy to speak on both but will not vote on these items.

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

**Mayor J Cleine/Cr J Bougen**

**11/11**

**CARRIED UNANIMOUSLY**

## 12. TRANCHE 2 ECONOMIC DEVELOPMENT STRATEGY (EIP) (p531)

Di Rossiter spoke to the report - provides an update to the committee of tranche 2 of the Councils economic development plan. For information purposes only, does not require a draft recommendation.

CEO S Mason added a bit more detail for councillors - underpinning our economic strategies around the creation of jobs and bringing additional funding into Buller. This is outlined in the report, since the economic development 2<sup>nd</sup> tranche was endorsed by councillors it has led to approx. \$2.3M being bought into Buller and the creation of six jobs. This is part of the sustainability and prosperity side for councillors to be aware.

Di added, two major funding pools that were successful that contributed to this total, also other initiatives that have been rolled out within the district through the alliance with Kotahitanga mō te Taiao (KMTT).

Work undertaken has been within a restoration flora project, currently being undertaken at landscape scale across the district. This work has led to six new positions for employment opportunities within the district. Also secured from \$900,000 through Ministry for Environment.

Issues of construction and demolition waste and disposal of this across the district. This money will go toward developing a network and finding opportunities for more sustainable use of materials that come from construction and demolition industry. Also looking at programmes being rolled out for children and youth via Whenua Iti Outdoors science programmes. Also opportunities around wasp control.

Cr Rutherford queried – how do you see the work for this project aligning with employment change strategies we are developing with climate change and adaptation for the best outcome.

D Rossiter – there are two climate change strategies;

- climate change adaptation - which is about preparing the future, and
- climate change mitigation - undertaking activities that reduce the effects of climate change by way of sucking carbon out of the atmosphere.

Adaptation programme about helping our district prepare by way of infrastructure developments.

Mitigation – increasing health of forest, via pest control or undertaking native plantings.

Although they are separate projects, they are parallel projects and will align with each other.

Cr J Howard commented what a great initiative this project is, being personally involved in restoration projects and asked D Rossiter that is there a specific area defined yet re the flagship restoration project that is going to be around the Orowaiti and Buller River wetlands.

Di answered not as yet, this is draft form, these areas are yet to be defined, will be formed via working groups going forward.

**RESOLVED** that the Community, Environment & Services Committee receive the paper for information

**Cr P Rutherford/Cr Jo Howard**  
11/11

**CARRIED UNANIMOUSLY**

### **3. CONFIRMATION OF MINUTES (p11)**

#### **Discussion:**

**RESOLVED** that the Community, Environment and Services Committee receive and confirm minutes from the meeting of 10 November 2021 with the following changes;

DM S Roche – on page 14, on bottom action point name has been repeated. “DM S Roche and Councillors J Howard, ~~Roche~~ and M Montgomery “, take out extra name.

Cr R Sampson – page 14 - change from “Councillors discussed the process for reporting and dates for reporting from groups who have received funding.”

To “Councillors discussed the process for reporting and dates for reporting for the revitalisation”.

**Cr G Weston/DM S Roche**  
11/11

**CARRIED UNANIMOUSLY**

#### 4. ACTION POINTS (p26)

**Discussion:**

K Trigg (AGM Community Services) advised councillors that with recent weather events and council being resource poor, some items have been delayed

002 - Extension out to May CESC meeting

007 – Completed (reporting on today)

008 – Completed

009 - Extension to May CESC meeting (due to staff shortage)

010 - Senior Housing group meeting was held today – update to be reported on at next CESC meeting.

011 - Extension out to May CES Meeting (delay due to staff shortage).

Cr R Sampson – was not aware of the senior housing discussion, please include for future meetings. K Trigg, apologies and confirmed meeting invite would be sent for future meetings.

Robyn – Carnegie Library - MOU – queried if this is discussed with them before this meeting? Is the MoU being done together?

K Trigg answered - MoU is in draft form and has been speaking with chair of organisation over last week to get MoU drafted and have final draft. Once agreed upon, this will be coming to either March council meeting or May CESC meeting.

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

**Cr P Rutherford/Cr J Howard**

**11/11**

**CARRIED UNANIMOUSLY**

#### 5. COMMUNITY GRANTS: FUNDING APPLICATIONS (p28)

**Discussion:**

K Trigg – Mira to screen share the spreadsheet to work through the funding applications for community grants. In the Annual Plan there was \$100,000 available, \$47,000 has been distributed with \$48,000 remaining.

M Schwill (Communications & Community Services Office) screen shared the spreadsheet. With the withdrawal of White Star application - funding available is \$83,963.00. Difference of \$35,445.00. Process is to go through each application vote yes, no or maybe for Councillors who do not have a conflict of interest. Process is to now go through each application and declare conflict of interest.

Cr P Rutherford & Cr J Bougen - point of order – committee has already recorded conflicts of interest.

Cr M Montgomery replied it is necessary to go through each application as it is such a comprehensive sheet.

Discussion how to go through the spreadsheet one by one and vote yes/no/maybe or conflict of interest.

### 1. Buller Budget Advisory Service

Cr J Bougen – would like to note that this comes up every six months, should it go in the Annual Plan in case these grants are removed.

**RESOLVED** that the Community, Environment & Services Committee considers the **Buller Budget Advisory Service** Community Grant application and advises of its decision to **grant \$3,000**

Cr R Nahr/Cr R Sampson  
10/1  
Cr P Rutherford against  
CARRIED

### 2. Buller Wheelchair Bus

Mayor J Cleine – if there is any opportunity to increase this amount with escalating fuel prices. Agreed to add to this amount if any money is left over.

**RESOLVED** that the Community, Environment & Services Committee considers the **Buller Wheelchair Bus** Community Grant application and advises of its decision to **grant \$2,500**

Cr J Howard/Cr J Bougen  
10/11  
Cr P Rutherford abstained  
CARRIED

**NB: Please see further resolution below increasing grant amount to \$3,500**

### 3. Carters Beach Hall & Reserve Subcommittee

It is noted Cr G Weston is on the Carters Beach Reserve.

Additional information – there is a cultural application government fund available for an extra \$8K open until end of month. Councillors agree that if there is other specific funding available they should apply for this funding. The application was declined.

**RESOLVED** that the Community, Environment & Services Committee considers the **Carters Beach Reserve & Hall Subcommittee** Community Grant application and advises of its decision to **decline \$8,500**

Mayor J Cleine/Cr D Hawes  
11/11  
CARRIED UNANIMOUSLY

#### 4. Clean Streams Karamea

Cr D Hawes - there are other avenues for tree planting and reestablishment through DoC, however would be good to supply seed funding/partial funding. Discussion re previous funding that has been supplied to this group.

**RESOLVED** that the Community, Environment & Services Committee considers the **Clean Streams Karamea** Community Grant application and advises of its decision to **grant partial funding for \$1,000 for a school planting project.**

Cr D Hawes/Cr J Howard  
7/4

**CARRIED**

**Mayor J Cleine, Crs P Rutherford, R Sampson, R Nahr against**

#### 5. Friends of Karamea Area School

Noted, Cr R Sampson has a conflict of interest.

Cr R Sampson updated the Committee. All part of new school build, because of size of school roll, Ministry of Education gave a third size of court. Board of Trustees donated \$400,000, community another \$400,000.00, Friends of KAS are funding the community part of it. The school has been given \$170,000 to fit out the whole school, \$60,000 has been spent on audio equipment.

Anything that the school spends on chairs is not going to the children. This is an opportunity to have a good space for a community hall. RSA Hall is too small for some functions eg during COVID. Karamea has been fighting for 15 years to get a community hall AND we won't have to pay running costs for as we have an MOU with Ministry of Education to take this over for ongoing running costs.

**RESOLVED** that the Community, Environment & Services Committee considers the **Friends of Karamea Area School** Community Grant application and advises of its decision to **grant 11,500**

Cr P Rutherford/Cr R Nahr  
10/11

Cr R Sampson abstained  
**CARRIED**

**NB: Please see further resolution below increasing amount to \$21,497**

#### 6. Friends of North School

**RESOLVED** that the Community, Environment & Services Committee considers the **Friends of North School** Community Grant application and advises of its decision to **grant \$1,000.**

Cr D Hawes/Cr R Sampson  
11/11

**CARRIED UNANIMOUSLY**

**7. Homebuilders Trust**

Discussion re partial funding and advise Homebuilders to apply for mayoral relief funding as they have moved out of the premises due to flooding.

**RESOLVED** that the Community, Environment & Services Committee considers the **Homebuilders Trust** Community Grant application and advises of its decision to **grant \$3,000**.

**DM S Roche/N Tauwhare**

**11/11**

**CARRIED UNANIMOUSLY**

**8. Inangahua Junction Hall Subcommittee**

**RESOLVED** that the Community, Environment & Services Committee considers the **Inangahua Junction Hall Subcommittee** Community Grant application and advises of its decision to **grant \$2,500**.

**N Tauwhare/Cr M Montgomery**

**11/11**

**CARRIED UNANIMOUSLY**

**9. Karamea Craft Group**

Cr P Rutherford queried that this was funded out of Creative Communities and it should be coming from there. Cr R Nahr replied it is out of outside of our application time.

**RESOLVED** that the Community, Environment & Services Committee considers the **Karamea Craft Group** Community Grant application and advises of its decision to **decline \$500**.

**MOVE** to direct the Karamea Craft Group to apply to the Creative Communities Grants for the May funding round.

**DM S Roche/Cr R Nahr**

**11/11**

**CARRIED UNANIMOUSLY**

**NB: Please see further resolution below granting \$500.00**

**10. Market Cross Community Group**

Note: Cr R Sampson has a conflict of interest.

**RESOLVED** that the Community, Environment & Services Committee considers the **Market Cross Community Group** Community Grant application and advises of its decision to **grant \$2,700**

**Cr M Montgomery/Cr G Weston**

**10/11**

**Cr R Sampson abstained**

**CARRIED**



**11. Mokihinui Reserve & Hall Subcommittee**

**RESOLVED** that the Community, Environment & Services Committee considers the **Mokihinui Reserve & Hall Subcommittee** Community Grant application and advises of its decision to **decline \$7,863.41**

**MOVE** that Mokihinui Reserve & Reserve Hall committee make an application to the Annual Plan for rugby posts and soccer goals.

Cr R Nahr/Cr J Howard  
11/11  
**CARRIED UNANIMOUSLY**

**12. Northern Buller Community Inc**

**RESOLVED** that the Community, Environment & Services Committee considers the **Northern Buller Community Inc** Community Grant application and advises of its decision to **grant \$1,400**

Cr M Montgomery/Cr R Sampson  
8/3  
**CARRIED**  
N Tauwhare, Crs P Rutherford, R Nahr against

**13. Presbyterian Support**

**RESOLVED** that the Community, Environment & Services Committee considers the **Presbyterian Support** Community Grant application and advises of its decision to **grant \$2,304**

Cr Howard/DM S Roche  
10/1  
Carried  
Cr R Sampson against

**14. Reefton Bowling Club**

**RESOLVED** that the Community, Environment & Services Committee considers the **Reefton Bowling Club** Community Grant application and advises of its decision to **grant \$5,000**

DM S Roche/Cr J Bougen  
11/11  
**CARRIED UNANIMOUSLY**

**15. Torea Gallery & Studios Inc**

**RESOLVED** that the Community, Environment & Services Committee considers the **Torea Gallery & Studios Inc** Community Grant application and advises of its decision to **grant \$1,116**

**Cr Hawes/Cr Sampson**  
**11/11**  
**CARRIED UNANIMOUSLY**

**FURTHER DISCUSSIONS**

The committee went back to applications 3, 9 and 5 to discuss further funding allocations with the remaining money, rescinding previous resolutions and replacing them with the following:

**3. Buller Wheelchair Bus**

The committee discussed and resolved to add \$1,000 to the Buller Wheelchair Bus grant

**RESOLVED** that the Community, Environment & Services Committee re considers the amount for the Buller Wheelchair Bus communication and increases this by \$1,000 to grant \$3,500.

**Mayor J Cleine/DM S Roche**  
**10/11**  
**CARRIED**  
**Cr P Rutherford abstained**

**9. Karamea Craft Group**

The Committee discussed and resolved to grant this application in case it missed out on the Creative Communities funding round.

**RESOLVED** that the Community, Environment & Services Committee considers the **Karamea Craft Group** Community Grant application and advises of its decision to **grant \$500.**

**Cr P Rutherford/Cr R Nahr**  
**11/11**  
**CARRIED UNANIMOUSLY**

**5. Friends of Karamea Area School**

**RESOLVED** that the Community, Environment & Services Committee considers the **Friends of Karamea Area School** Community Grant application and advises of its decision to **grant \$21,497**.

Cr R Nahr/Cr J Bougen  
9/1

**CARRIED**

Cr R Sampson abstained

Cr J Howard opposed

**6. RURAL TRAVEL FUND: FUNDING APPLICATIONS (p313)**

**Discussion:**

Cr R Sampson commented – Karamea (and possibly Reefton) netball has fallen through the cracks as the chair, treasurer, and children have all dropped out. Karamea football has not put an application in, as of up to Friday the mandate was unvaccinated players were unable to play, hence no application due to uncertainty. Can any consideration be made to these applications not being applied for due to uncertainty.

Cr R Nahr there will still be \$3,000 unallocated if we do grant the applications we have.

M Schwill commented we can carry this over to next year.

Cr R Sampson asked for an extension that another round could possibly pick up that lack of knowledge around mandating as well as falling through the cracks. Could use the \$3,000 for another round sooner rather than later. If it is rolled over to next year it is too late for this season.

Cr R Nahr would like consideration given, in these unusual times, to allow the possibility of children being able to play netball and allow Reefton and Karamea to apply for the funding, as well as football.

**1. Karamea Ruby JAB**

**RESOLVED** that the Community, Environment & Services Committee considers the **Karamea Rugby JAB Rural Travel Fund** application and advises of its decision to **grant \$1,4**

**2. Ngakawau Rugby Football Club**

**RESOLVED** that the Community, Environment & Services Committee considers the **Ngakawau Rugby Football Club** Rural Travel Fund application and advises of its decision to **grant \$2,000**

**3. Reefton Rugby JAB**

**RESOLVED** that the Community, Environment & Services Committee considers the **Reefton rugby JAB** Rural Travel Fund application and advises of its decision to **grant \$5,500**

**MOVE** that the Committee accept the above three Rural Travel applications

**Cr J Bougen/Cr R Nahr**  
**11/11**  
**CARRIED UNANIMOUSLY**

M Schwill commented - to ensure fairness and management of distribution of left over rural travel fund money, to call another funding round, so everyone has the same conditions and a date for applications to be submitted.

**RESOLVED** that the remaining rural travel fund monies could go through in this financial year as exonerating circumstances (COVID) if further applications are received.

**Cr R Sampson/DM S Roche**  
**11/11**  
**CARRIED UNANIMOUSLY**

**RESOLVED** that further applications have an extension of time until mid-way through April 2022.

**Cr M Montgomery/Cr R Sampson**  
**11/11**  
**CARRIED UNANIMOUSLY**

**7. COMMUNITY GRANTS ACCOUNTABILITY REPORTS RECEIVED (p340)**

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

**8. COMMUNITY LED REVITALISATION FUND CORRESPONDENCE RECEIVED (p455)**

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

**9. RURAL TRAVEL FUND CORRESPONDENCE RECEIVED (p500)**

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

**MOVE** that the Committee receive the correspondence for information for reports 7, 8 and 9 above.

**Cr J Bougen/N Tauwhare  
11/11**

**CARRIED UNANIMOUSLY**

Cr J Howard – queried re funds unspent, so No to the Kawatiri Women’s Welfare League (7.8) Are these funds to be returned or is this a delay in the reporting.

M Schwill to follow up – Add to Action Point list

Cr Rutherford – queried rural accountability reports, but we only have 3 reports, queried whether the netball teams sent in accountability reports for the last year.

M Schwill confirmed that they have not put in accountability reports, but often send in accountability with their new application.

Cr R Sampson commented the Karamea netball team have had a change in personnel and they were not aware of this requirement. Cr Sampson to follow this up.

Kawatiri Disabled as referred to Karamea Disabled - fix this typo up.

**MOVE to receive correspondence for information**

**Cr M Montgomery/Cr R Sampson  
11/11**

**CARRIED UNANIMOUSLY**

**10. COMMUNITY LED REVITALISATION DOCUMENT REVIEW (p514)**

**RESOLVED** that the Community, Environment and Services Committee adopts the updated version of the Community-Led Revitalisation Fund project progress report, completion report, and information for successful applicants information form.

**Cr J Bougen/Cr P Rutherford  
11/11**

**CARRIED UNANIMOUSLY**

**11. This item was tabled at commencement of meeting**

**12. This item was tabled after Members Interest**

**13. KAWATIRI YOUTH VOICE (KYV) SIX MONTH REPORT (P544)**

**RESOLVED** that the Community, Environment & Services Committee receive the REPORT for information

**Mayor J Cleine/Cr G Weston**

**11/11**

**CARRIED UNANIMOUSLY**

**14. PORTFOLIO UPDATES – Verbal (P556)**

**RESOLVED** that the Community, Environment & Services Committee receive the verbal portfolio updates.

**Dolomite Point - Punakaiki**

**Cr J Howard** – have circulated to councillors an update that went to community re Dolomite Point project which summarises where this project is at. Costs have escalated in the building sphere which is disappointing so there may be some staging of the project. The big decision date will be at the end of month as to which direction it takes.

Some community concern around the new cycle way as it is alongside the state highway and cars can veer into the track. This has been audited and complies with regulations.

Continue engagement with Charleston community with DM S Roche. L Gregory has done a good summary and update on this.

**DM S Roche** – excellent meeting at Charleston on Sunday. Have got community engaged and are looking the best way to filter this information back through to councillors to have an overview of what is going on. This could be a blueprint on how to communicate and work with our communities. Lots of good work being done out here and lots of positivity in community

**Youth – Cr G Weston**

Enjoying being involved in the Kawatiri Youth Group. Attended the Festival for the Future in Wellington last year and spoke with organiser originally from Granity. Also attended the BHS senior ball. Good to see Maikere Clarkson for the last three months with Dale Ashworth stepping aside.

No Buller Marathon or Whitebait Festival where the group would normally do fundraising. It is good to see them involved in Matariki and with other projects they are deserving of the Pulse Energy community group of the year award. Was worried about their numbers which are now up. They are a pleasure to be involved with, a good diverse group of young people.

**Receive the reports for information**

**Mayor Jamie/Cr R Sampson**

**11/11**

**CARRIED UNANIMOUSLY**

**Crs J Bougen & D Hawes left the meeting at 5.57 pm.**

- There being no further business the meeting concluded at 6.02 pm
- **Next meeting:** 3pm, Wednesday 11 May 2022, Clocktower Chambers, Palmerston Street, Westport.

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

**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**11 MAY 2022**

**AGENDA ITEM 4**

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

**ACTION POINTS**

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**1. RECOMMENDATION**

**That the Community, Environment & Services Committee receive the Action Point report for information and note the following point be added:**

**Carnegie Library Memorandum of Understanding to be completed by the May 2022 Community, Environment & Services Committee meeting**



COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

Outstanding Action Points

No.	Meeting of:	Action Point	Responsible	Progress:	Update:	Date required by:
002	26 September 2018 (Council)	Revisit the <i>Buller District Council Class 4 Gambling and Totalisator Agency Board (TAB) Venue Policy</i> following the <i>Strategy to Prevent and Minimise Gambling Harm 2019/20 to 2021/22</i> coming into effect	Policy Advisor  Acting Group Manager Community Services	Commenced. Delayed.	Has been included in the work programme for the Policy Advisor.  Initial work now underway. Update report to CESC in November  Staff resourcing an issue, will be completed March 2022.  <i>Now to be reported to CESC by Oct 2022</i>	May 2022
0009	10 November 2021	Report to CESC on remaining budget and review of progress on Victoria Square upgrade	Acting Group Manager Community Services	Delayed	Budgets required Extension to May due to staff shortage  <i>Ready Lawn in Chch understands this task is to be done for next summer after rugby season. Also budget constraints so seeking quote from Rick at Ready Lawn</i>	May 2022  <i>July 2022</i>
0010	10 November 2021	Develop an alternative operating plan for seniors housing.	Acting Group Manager Community Services		No update from steering group Senior housing group meeting held today – update to be reported on at next CESC meeting  <i>Zoom meeting held. Memorandum and associated documents will be presented at next Steering Group Committee meeting mid May</i>	May 2022  <i>May 2022</i>

COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

Outstanding Action Points

No.	Meeting of:	Action Point	Responsible	Progress:	Update:	Date required by:
0011	10 November 2021	Report of DWC Stimulus Funding record of grants and loans	Group Manager Commercial & Corporate Services		Minutes state staff will provide report by February 2022 Extension out of may – due to staff shortages	May 2022
0012	16 March 2022	queried re funds unspent, so No to the Kawatiri Women's Welfare League (7.8) Are these funds to be returned, or is this a delay in the reporting.	Communications & Community Services Officer		<i>Mira received confirmation that KMWWL had returned unspent \$583.50 to BDC account</i>	<i>July 2022</i>

**COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE**

**11 MAY 2022**

**AGENDA ITEM: 5**

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

**Reviewed by** - Shelley Jope  
- Acting Group Manager Community Services

**COMMUNITY-LED REVITALISATION FUND PROGRESS REPORT**

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As per Clause 9.9 of the Standing Orders

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

Item 5 has been removed from the agenda.

## COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE

11 MAY 2022

### AGENDA ITEM: 6

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

**Reviewed by** - Shelley Jope  
- Acting Group Manager Community Services

### REMAINING RURAL TRAVEL FUNDS

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#### 1. REPORT SUMMARY

On 16 March 2022 the Community, Environment, and Services Committee resolved that the remaining rural travel fund monies could go through in this financial year as exonerating circumstances (COVID) if further applications are received. As at the date of this meeting there was believed to be \$3,218.73 remaining in the 2021/2022 Rural Travel Fund allocation.

Due to a GST adjustment at the end of March 2022, the available funds in the Rural Travel Fund were reduced by \$1,424.62 for unaccounted GST.

The adjustment means \$1,794 remained in the Rural Travel Fund as allocatable funds for an extra funding round instead of \$3,218.73.

This omission of GST has also occurred with the Creative Communities Funding.

#### 2. RECOMMENDATION

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

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

It was brought to the attention of the Communications & Community Services Officer in April 2022 that Councils Finance department had discovered that the GST component of this fund had not been accounted for. This information was received after the previous CESC meeting in March 2022.

Initially it was believed that the total funds available for allocation was \$3218.73 but with the now deducted GST component of \$1424.62, the remaining balance is \$1,794.

Significant administration effort and resources would be necessary to call for another round of applicants to apply for a fund of less than \$2,000.