AGENDA:
Meeting of the Community, Environment & Services Committee.

Wednesday 13 November 19
Commencing at 3pm

Venue:
Clocktower Chambers
Palmerston Street, Westport.
# Agenda Topic

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<td>43</td>
</tr>
</tbody>
</table>
MEMBERS INTEREST

DRAFT RECOMMENDATION

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

Councillors 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 flowchart may assist Councillors in making that determination (Appendix A from Code of Conduct).
MEETING OF THE COMMUNITY, ENVIRONMENT & SERVICES COMMITTEE,
COMMENCED AT 3:00pm 18 September 2019, AT CLOCKTOWER CHAMBERS,
PALMERSTON STREET, WESTPORT.

PRESENT:
Mayor G Howard, Councillors R Nahr (Chairperson), S Barry, E Miazga, J Cleine and R Sampson.

IN ATTENDANCE:
C Dorey (Governance Assistant), G Martyn (Human Resources Manager), R Townrow (Group Manager Community Services), K Langford (Communications & Community Services Officer).

APOLOGIES:
Cr S Roche and Cr G Neylon

1. MEMBER’S INTERESTS

Cr R Sampson - Application 22: Northern Buller Health Trust & Application 8, Hector's for Hector. She will discuss but not vote.

Mayor G Howard- Application 15: Kawatiri Riding Group as he sponsors a horse and Jo Howard has submitted the application. Application 33 Westport MENZ shed as he is a member of the group. Application 17,18 Love Kawatiri Projects. For all, he would like to be involved in the discussions, but will not vote.

Cr J Cleine- Buller Gorge Music Festival - Application 4. Brother has provided a letter of support for application. Will not discuss or vote.

R Nahr / S Barry
CARRIED UNANIMOUSLY

2. CONFIRMATION OF MINUTES

Cr P Rutherford abstained from voting as not on the committee at the time the last set of minutes were taken.
RESOLVED that the minutes of the 3 April 2019 meeting be confirmed, true and correct.

R Nahr / S Barry
Abstained: P Rutherford
CARRIED

3. CORRESPONDENCE RECEIVED - ACCOUNTABILITY STATEMENTS
   COMMUNITY GRANTS AND EVENT SUPPORT FUND

Discussion:

Mayor G Howard asked (Communications & Community Services Officer) K Langford if there were any outstanding accountability statements. (Communications & Community Services Officer) K Langford stated that there are 19 outstanding from the September round and 8 from March 2018.

Mayor G Howard asked Chair Cr R Nahr that those with outstanding documentation be reminded that it would disqualify them from further funding if the documentation is not provided.

ACTION: (Communications & Community Services Officer) K Langford will follow up by contacting the 27 applicants.

RESOLVED that the Community, Environment & Services Committee receive the report for information.

R Nahr / P Rutherford
CARRIED UNANIMOUSLY

4. FACILITIES HIRE FUND

Discussion:

Cr R Nahr said there were two applications that she felt should be moved to the Events Support Fund for consideration. The Committee after discussion, moved the Westport Golden Oldies Marching and Monster Ball into the Events Support Fund.

Cr S Barry asked if it could be noted in future which applicants received $200 and which received $400. (Communications & Community Services Officer) K Langford, advised that this can be done. The majority of the applicants received $200, as they charged for admission at their events. Several from Reefton received $400 as they did not charge.
Mayor G Howard stated that the Mayor signs off as well as Communications & Community Services Officer. The fund is only for use for hiring Council owned facilities. A $2000 top up was made from the Mayoral fund for the 18/19 financial year. No guarantee that this additional funding will be made available again.

Cr P Rutherford sought clarification around how much of the $2000 allocated was uplifted and used. Was a total of $6000 allocated? (Communications & Community Services Officer) K Langford advised almost the entire amount was allocated. There were a lot more applications in the 18/19 financial year than previously.

Discussed community benefit as a part of the criteria for applications.

**ACTION:** Future reports to state whether applicants were allocated $200 or $400.

**RESOLVED** that the committee allocate the Facilities Hire fund $4000 for the 2019/2020 financial year.

R Nahr / R Sampson
CARRIED UNANIMOUSLY

5. **FUNDING APPLICATIONS – COMMUNITY GRANTS AND EVENT SUPPORT FUND**

**Applicant’s Address:**

Rachel Fifield came to speak to her application:

23) Powerhouse Fitness Centre School Holiday Programme

Stated they are not a trust but a public liability company. Looking to run a holiday fitness program for children in the Reefton area. Funding required for equipment and instructors’ wages. 15-20 children expected to take part. If they achieve full funding, then the cost of the program to the children’s families will be free. Need lots of fun activities with lots of movements.

Mayor G Howard suggested it would be better to apply via Reefton Inc as a community run program, as businesses are not eligible for community grants. Suggested connecting with Council’s Community & Economic Development Officer regarding potential funding sources.

Cr R Nahr suggested to try BART, Sport Tasman, Buller Reap as it may be a better fit for their criteria.
Peter Howard came to speak to Love Kawatiri’s applications:

17) Chips and Jams Wanting funding for a sustainable model that can move forward. Developing a business model. Requires 50% of funding. Working on getting a specific project group. Looking for 5 sponsors from business. Base equipment cost $10-12k and ongoing costs.

18) Community Directory Looking to create a wider Buller resource to centralise information about what is going on in the community and what services are available. This idea came out of their community planning event.

Discussion:


1) Advance Northern West Coast application discussed.

Cr J Cleine left the room at 4.04pm and returned at 4.06pm

1) Advance Northern West Coast application declined. Applicant to be advised that there is another funding round prior to the TRENZ Conference, and to be linked with Council’s Community & Economic Development Officer to explore other funding opportunities available.

13) Karamea Events Trust – approved for $1000, noting that Council hopes to see the event self-funded in future.

14) Karamea Shamrock Irish Dancers – approved $200 for lighting, to be advised to apply to the Creative Communities fund.

18) Love Kawatiri Community Directory Platform – declined at this time. Council’s Community & Economic Development Officer will connect with the group to further explore the project.

23) Powerhouse Fitness Centre – declined. Council’s Community & Economic Development Officer to connect with the applicant to explore other funding opportunities available.

30) The Gurlesques – declined, to be advised to apply to the Creative Communities fund.

34) Westport Tennis and Squash club – declined, to be advised to approach Sport Tasman.
<table>
<thead>
<tr>
<th>#</th>
<th>Organisation Applying</th>
<th>Purpose of Grant</th>
<th>Accountability Received</th>
<th>Total Project Cost ($)</th>
<th>Funds Requested ($)</th>
<th>Funds Allocated ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Advance Northern West Coast</td>
<td>Participate in TRENZ conference being held in Christchurch in 2020</td>
<td>N/A</td>
<td>$10,000.00</td>
<td>$5,000.00</td>
<td>Declined</td>
</tr>
<tr>
<td>2</td>
<td>Arthritis New Zealand</td>
<td>To deliver education and information service in Buller District</td>
<td>N/A</td>
<td>$3,000.00</td>
<td>$2,250.00</td>
<td>Declined</td>
</tr>
<tr>
<td>3</td>
<td>Buller Citizens Assistance Group</td>
<td>Support and supply Buller residents who need a helping hand with supplies sourced from a Canterbury Food Bank</td>
<td>Yes</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
<td>Approved</td>
</tr>
<tr>
<td>4</td>
<td>Buller Gorge Country Music Festival</td>
<td>Support towards 3-day Country music festival in Westport</td>
<td>Yes</td>
<td>$11,550.00</td>
<td>$2,000.00</td>
<td>$1000</td>
</tr>
<tr>
<td>5</td>
<td>Citizens Advice Bureau Buller</td>
<td>Payment of rent at the Clocktower</td>
<td>Yes</td>
<td>$13,071.00</td>
<td>$13,071.00</td>
<td>Approved</td>
</tr>
<tr>
<td>6</td>
<td>Granity Youth Performing Arts Initiative</td>
<td>Funding to continue the work undertaken. Holding workshops to develop young people’s self-worth/esteem/confidence and voice through performing arts</td>
<td>N/A</td>
<td>$5,054.00</td>
<td>$5,000.00</td>
<td>Declined</td>
</tr>
<tr>
<td>7</td>
<td>Granity School</td>
<td>Support towards Granity Night Market</td>
<td>Yes</td>
<td>$2,300.00</td>
<td>$2,000.00</td>
<td>$1000</td>
</tr>
<tr>
<td>8</td>
<td>Hector for Hectors</td>
<td>To continue maintain the area that has been developed through Vision 2010</td>
<td>N/A</td>
<td>$1,022.00</td>
<td>$1,000.00</td>
<td>$1000</td>
</tr>
<tr>
<td>No.</td>
<td>Organisation</td>
<td>Purpose</td>
<td>Status</td>
<td>Amount</td>
<td>Amount</td>
<td>Amount</td>
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</tr>
<tr>
<td>9</td>
<td>Inangahua Community Arts Council</td>
<td>Contribution towards advertising of the Kugels</td>
<td>N/A</td>
<td>$1,025.00 $50.00 $50.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Inangahua Silver Band Reefton</td>
<td>Help toward the payment of bills throughout the year, mostly power and instrument insurance</td>
<td>N/A</td>
<td>$1,054.00 $1,000.00 $1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Kaitiaki Mokihinui Charitable Trust</td>
<td>Maintenance on the Chasm Creek walkway- cutting of grass, weeding, graveling, maintaining structures</td>
<td>Yes</td>
<td>$500.00  $500.00 $500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Karamea Estuary Enhancement Project</td>
<td>Cost of erecting two information panels</td>
<td>Yes</td>
<td>$149,264.00 $3,844.00 $1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Karamea Events Trust</td>
<td>Contribution towards the Pulse Energy Oparara Wilderness Trail Run</td>
<td>Yes</td>
<td>$25,808.59 $6,000.00 $1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Karamea Shamrock Irish Dancers</td>
<td>Payments of room rental for rehearsals and new light fixtures</td>
<td>N/A</td>
<td>$1,400.00 $1,400.00 $200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Kawatiri Group Riding for the Disabled Inc</td>
<td>Cover of operational expenses to maintain and enhance the service provided</td>
<td>Yes</td>
<td>$5,000.00 $2,000.00 $2,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>Literacy Aotearoa West Coast</td>
<td>Provide access for Buller residents to a Class 2 and Class 4 driver education programme</td>
<td>Yes</td>
<td>$2,663.00 $2,663.00 $1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Love Kawatiri- Chips N Jams</td>
<td>Support towards the monthly Chips N Jams events held in the outside space at the NBS Theatre Westport</td>
<td>Yes</td>
<td>$5,440.00 $2,500.00 $2,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Project Title</td>
<td>Description</td>
<td>Status</td>
<td>Amount Requested</td>
<td>Amount Approved</td>
<td>Amount Declined</td>
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</tr>
<tr>
<td>18</td>
<td>Love Kawatiri- Community Directory Platform</td>
<td>Develop an online community directory platform that connects our communities with its assets and events</td>
<td>Yes</td>
<td>$4,854.00</td>
<td>$4,854.00</td>
<td>Declined</td>
</tr>
<tr>
<td>19</td>
<td>Monster Ball</td>
<td>Make the Monster Ball iconic and expand, with the aim to be able to make a substantial profit to donate back to the community</td>
<td>N/A</td>
<td>$7,629.00</td>
<td>$2,000.00</td>
<td>Moved to Events.</td>
</tr>
<tr>
<td>20</td>
<td>MS West Coast</td>
<td>Continue to offer homebased support, care and advocacy for West Coast clients</td>
<td>Yes</td>
<td>$2,753.00</td>
<td>$550.00</td>
<td>Approved</td>
</tr>
<tr>
<td>21</td>
<td>No.33 (Westport) Squadron Air Training Corps</td>
<td>Replacement of shipping container used to store equipment</td>
<td>Yes</td>
<td>$5,345.00</td>
<td>$2,700.00</td>
<td>$2000</td>
</tr>
<tr>
<td>22</td>
<td>Northern Buller Health Trust</td>
<td>New organisation, funding requested for start-up costs such as administration, legal fees and computer software</td>
<td>N/A</td>
<td>$2,000.00</td>
<td>$2,000.00</td>
<td>$2000</td>
</tr>
<tr>
<td>23</td>
<td>Powerhouse Fitness Centre</td>
<td>To deliver a fitness/games holiday programme for 6-12year olds in Reefton</td>
<td>N/A</td>
<td>$12,012.39</td>
<td>$12,012.39</td>
<td>Declined</td>
</tr>
<tr>
<td>24</td>
<td>Rape &amp; Sexual Abuse Support West Coast Inc</td>
<td>Provide a liaison programme in Buller</td>
<td>Yes</td>
<td>$2,095.00</td>
<td>$1,595.00</td>
<td>Approved</td>
</tr>
<tr>
<td>25</td>
<td>Reefton Historic Trust Board</td>
<td>Reefton Courthouse and The Oddfellows Hall two yearly fire inspections</td>
<td>Yes</td>
<td>$2,948.00</td>
<td>$2,598.00</td>
<td>$1500</td>
</tr>
<tr>
<td></td>
<td>Organisation</td>
<td>Purpose</td>
<td>Action</td>
<td>Amount</td>
<td>Rejected Amount</td>
<td>Declined Amount</td>
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</tr>
<tr>
<td>26</td>
<td>Reefton Incorporated</td>
<td>Assistance towards the refurbishment of the Reefton Band Hall</td>
<td>N/A</td>
<td>$14,986.00</td>
<td>$10,000.00</td>
<td>$2000</td>
</tr>
<tr>
<td>27</td>
<td>Reefton Operatic &amp; Repertory Society Inc.</td>
<td>To purchase new sound equipment</td>
<td>N/A</td>
<td>$4,195.00</td>
<td>$4,195.00</td>
<td>$1000</td>
</tr>
<tr>
<td>28</td>
<td>Reefton School Mines</td>
<td>Ensure the preservation of the building and historic contents and exhibitions</td>
<td>N/A</td>
<td>$9,450.00</td>
<td>$9,450.00</td>
<td>$2000</td>
</tr>
<tr>
<td>29</td>
<td>Sport Tasman</td>
<td>Host a Youth Hui to bring together Buller youth in an event to gather the opinions and ideas of youth</td>
<td>N/A</td>
<td>$7,000.00</td>
<td>$5,000.00</td>
<td>$2000</td>
</tr>
<tr>
<td>30</td>
<td>The Gurlesques</td>
<td>Run a 6 week training programme in the lead up to a performance of 1920/Jazz on New Year’s Eve</td>
<td>N/A</td>
<td>$3,697.50</td>
<td>$2,497.50</td>
<td>Declined</td>
</tr>
<tr>
<td>31</td>
<td>Victim Support Buller</td>
<td>Grant would be applied to the costs of providing a free service in Buller.</td>
<td>Yes</td>
<td>$44,570.00</td>
<td>$3,000.00</td>
<td>$3000</td>
</tr>
<tr>
<td>32</td>
<td>Westport Golden Oldies Marching</td>
<td>Bring the Top of the South to Westport</td>
<td>Yes</td>
<td>$2,900.00</td>
<td>$2,900.00</td>
<td>Moved to Events</td>
</tr>
<tr>
<td>33</td>
<td>Westport MENZ Shed</td>
<td>To cover some operating costs of the shed to enable finance to be put into projects and keep membership and attendance fee affordable</td>
<td>Yes</td>
<td>$2,650.00</td>
<td>$2,000.00</td>
<td>$2000</td>
</tr>
<tr>
<td>34</td>
<td>Westport Tennis and Squash Club</td>
<td>Provide tennis coaching for junior/school-age children in Westport</td>
<td>Yes</td>
<td>$2,200.00</td>
<td>$1,500.00</td>
<td>Declined</td>
</tr>
<tr>
<td></td>
<td>Westport Whitebait Festival</td>
<td>Contribution toward the Westport Whitebait Festival</td>
<td>Yes</td>
<td>$7,100.00</td>
<td>$4,700.00</td>
<td>$2500</td>
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</tr>
<tr>
<td>36</td>
<td>West Coast Penguin Trust</td>
<td>Delivery of an education programme across the Buller Region</td>
<td>Yes</td>
<td>$19,000.00</td>
<td>$3,000.00</td>
<td>$1500</td>
</tr>
</tbody>
</table>

|   | Total                        | $396,536.48 | $127,829.89 | $49,966.00 |
## Event Support Fund Applications

<table>
<thead>
<tr>
<th>#</th>
<th>Organisation Applying</th>
<th>Purpose of Grant</th>
<th>Accountability Received</th>
<th>Total Project Cost ($)</th>
<th>Funds Requested ($)</th>
<th>Funds Allocated ($)</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Granity Fire Performance Club</td>
<td>Support towards the Wandering Circus event to be held at the Waimangaroa Domain</td>
<td>N/A</td>
<td>$1,350.00</td>
<td>$1,350.00</td>
<td>Approved</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Kawatiri Western Riding Club</td>
<td>Hold a Western Riding Show as part of the South Island Buckle Series after the success of the first event held in March 2019</td>
<td>Yes</td>
<td>$2,535.00</td>
<td>$1,000.00</td>
<td>Approved</td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Westport Golden Oldies Marching</td>
<td>Bring the Top of the South to Westport</td>
<td>Yes</td>
<td>$2,900</td>
<td>$2,900</td>
<td>$1000</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Monster Ball</td>
<td>Make the Monster Ball iconic and expand, with the aim to be able to make a substantial profit to donate back to the community</td>
<td>N/A</td>
<td>$7629</td>
<td>$2,000</td>
<td>Declined</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$14,414.00</strong></td>
<td><strong>$7,250.00</strong></td>
<td><strong>$3,350.00</strong></td>
<td></td>
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</tbody>
</table>
RESOLVED that the Community & Environment Services Committee allocate funding as per the above tables titled “Community Grant Applications” and “Event Support Fund Applications”.

R Nahr / S Barry
CARRIED UNANIMOUSLY

- There being no further business the meeting concluded at 5.00pm
- **Next meeting: CESC Meeting** 13 November 2019, Wednesday 3pm, Clocktower, Palmerston Street, Westport.

Confirmed: ………………………………………..Date: ………………………
1. REPORT SUMMARY

This report is an overview as detailed below to:

1.1. Provide an overview of Strategic Economic development opportunities in the Buller district which are either in train, coming to fruition or actively being considered into the future:

2. DRAFT RECOMMENDATION

That the report be received for information

3. OVERVIEW OF INFORMATION

This Strategic economic development mind map (appendix 1) provides a tour of the past 10 months and the background work which has been taking place to identify and initiate economic development opportunities for the Buller District. There is sufficient reason for Buller to be optimistic about the opportunities ahead in terms of Provincial Growth Fund (PGF) applications, revitalisation opportunities and building on the platform of successful PGF funding already announced in the district.

The mind map is a “live” document and therefore is relative only to a specific point in time. The use of the mind map is to have an interactive tool which can be easily updated and reflect any new additions or changes to programmes of work.

The strategy is holistic as it takes into account other pieces of work underway which will have an impact in the district in terms of economic value added.

It is timely for Buller District Council to have a Strategic economic development strategy (in the form of a mind map) which can be shared with our community.
It is important to acknowledge that there is an overall economic development strategy for the west coast region and that remains the guiding document for the region. The Buller District Council mind map does not displace the west coast region strategy.
Buller District Council - Economic Development Strategy

Values
Community driven - We are responsive to our community and make a difference now and for future generations.
One team - Shared direction, shared effort, quality outcomes.
Future focused - We seek solutions that are "fit for future".
Integrity - Open, honest and equitable in service, decisions and action.
We care - Our social and environmental responsibility - about people and place.

Key Strategies
Resilient - Building and promoting resilience in community, services and infrastructure.
Growing - Facilitating growth and transition to a diversified, resilient and sustainable economy.
Quality infrastructure - Providing reliable and sustainable infrastructure that meets the needs of current and future generations.
Liveable - Investing in our towns to ensure we are an attractive district to live, work, travel and play.
Affordable - Growing our non-rates income so rates are affordable to all residents.

Who we are
A happening district with a strong community spirit and distinctive lifestyle.

Sustainable environment
The distinctive character of the environment appreciated and retained.

Well-being
A vibrant, resilient, healthy and safe community with access to quality facilities and services.

Prosperity
A thriving, resilient and innovative economy creating opportunities for growth and employment.

Who we are: Communities that value and support learning with accessible, relevant education and training opportunities.

Learning
A district that values and supports learning with accessible, relevant education and training opportunities.

Funding Opportunities
Strategic Business Advisory
Development Opportunities
Tourism Opportunities

Community Outcomes
Long Term Plan

Provincial Growth Fund

Prosperity
A thriving, resilient and innovative economy creating opportunities for growth and employment.

Who we are: A happening district with a strong community spirit and distinctive lifestyle.

Learning
A district that values and supports learning with accessible, relevant education and training opportunities.

Sustainable environment
The distinctive character of the environment appreciated and retained.

Well-being
A vibrant, resilient, healthy and safe community with access to quality facilities and services.

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A thriving, resilient and innovative economy creating opportunities for growth and employment.

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The distinctive character of the environment appreciated and retained.

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A vibrant, resilient, healthy and safe community with access to quality facilities and services.
1. REPORT SUMMARY

The Local Government (Community Well-being) Amendment Act 2018 amends the Local Government Act 2002 and reinstates four aspects of community well-being – social, economic, environmental and cultural into the Local Government Act. While Councils have largely continued to deliver across these four areas, as mandated by their constituents, the amendment provides official restoration of the four well-beings to the Local Government Act, which were removed under the last government.

The reintroduction of well-being goals in the Local Government Act means that Council is now required to measure its progress in lifting people’s quality of life and reporting on the things that people care about, such as the environment, and the quality of social connection.

2. DRAFT RECOMMENDATION

That Council receives this report for information.

3. ISSUES & DISCUSSION
4. CONSIDERATIONS

4.1 Strategic impact

Buller District Council's Long Term Plan

The Long-Term Plan (LTP) states the planned vision for the district, the community outcomes, the services and activities Council is undertaking to contribute to those outcomes, and the costs to Council of providing those services and activities over the next 10-years. The LTP must be reviewed and re-evaluated once every three years. It will next be reviewed in 2021.
Between the three yearly reviews, Council produces an Annual Plan (AP), outlining what activities and services Council will be undertaking in the following year and any changes from the LTP.

Council has adopted the theme ‘Fit for the Future’ for its LTP and AP 2019 – 2020. This theme reflects the community well-being goals.

The LTP includes five key strategies which describe how Council activities will improve the quality of life (well-being) of the community it represents.

1. Resilient – Building and promoting resilience in community, services and infrastructure.
2. Growing - Facilitating growth and a transition to a diversified, resilient and sustainable economy.
3. Quality infrastructure - Providing reliable and sustainable infrastructure that meets the needs of current and future generations.
4. Liveable - Investing in our towns to ensure we are an attractive district to live, work, invest and play.
5. Affordable - Growing our non-rates income so rates are affordable to all residents.

The Annual Plan
The Annual Plan (AP) details how Council’s various activities support the desired community well-being outcomes in relation to the four well-being indicators along with how they link to strategic goals with key performance indicators detailed for performance (including customer satisfaction survey results), and targets provided as measurement tools.

4.2 Significance assessment
The requirement for Council to engage and consult with its’ communities about what the communities consider to be a desirable quality of life, and how Council should prioritise its’ activities to achieve the communities’ goals is of high significance.

4.3 Risk analysis
If Council fails to incorporate community consultation processes into its LTP and AP consultation processes to determine how its community wants the well-being goals reflected in Council’s activities, it will not meet its statutory obligations and will not be able to gauge the community’s desired quality life and will therefore not be able to reflect the community’s views into Council’s plans for the district.

Support is available through Society of Local Government Managers Organisation (SOLGM) and Local Government New Zealand (LGNZ).

SOLGM
The SOLGM Community Well-being Service has been developed to support Council’s to improve the well-being outcomes of their community. The service is comprehensive and consists of training support, e-learning modules, best practice case studies and information sharing.

The service also includes a data warehouse which contains a range of indicators which can be used to measure the current well-being of our community. These indicators can be reviewed over time to measure the progress being made within each wellbeing area. Infographic reports can be produced which can be shared and used to start dialogue and help our community articulate their aspirations.
The service also provides guidance on community participation and best practice examples on effective collaboration within our community.

LGNZ
Support is available via information, data collection, advocacy, and training opportunities, and consulting services.

4.4 Values
The Buller District Council values are: One Team, Community Driven, We Care, Integrity and Future Focussed. These values reflect the aim of the well-beings as described in the Local Government (Community Well-being) Amendment Act 2018.

4.5 Policy / legal considerations
The four well-beings will overarch all of Council’s policy documents.

At this stage no specific legal considerations have been identified over and above Council’s normal considerations under the Local Government Act, the 2018 - 2028 Long Term Plan and the Annual Plan 2019-2020.

4.6 Tangata whenua considerations
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.

As Council works through its response (and the associated implications) to the reintroduction of the well-beings into the Local Government Act, Tangata whenua will be a key stakeholder, as well as having the opportunity to provide comment through consultation processes.

4.7 Views of those affected
As Council works through its response and incorporates the four well-beings into its' planning processes community engagement will be necessary to determine the views of affected persons.

4.8 Costs
The biggest resource requirement will be staff time, which will come from existing budgets and workloads.
4.9 Benefits
The Local Government (Community Well-being) Amendment Act 2018 provides Council with a mandate to incorporate into its’ LTP and AP planning processes engagement, and consultation, with the community to identify how Council activities will contribute to the community’s desired level of quality of life. By doing so it is expected that Council will deliver positive benefits to its communities.

4.10 Media / publicity
It is expected that media will have a keen interest in reporting how closely Council’s LTP and AP and Annual Reports reflect the community’s desired quality of life goals as determined through consultation processes.
TE TAI O POUTINI PLAN (ONE DISTRICT PLAN) UPDATE

1. REPORT SUMMARY

This report provides an overview of progress on the Te Tai o Poutini Plan (TTPP) project to date.

2. DRAFT RECOMMENDATIONS

That the report be received for information.

3. ISSUES AND DISCUSSION

The Chief Executive’s Key Performance Indicators include, “A formal report to Council will be prepared outlining any impacts and decisions required from Council arising from the implementation of the new One Plan planning process for the West Coast.” Appropriate reports will be presented to Council throughout the project as decision points and potential impacts arise. Council will also be provided with quarterly updates on the project, via the Community, Environment and Services Committee.

The Project Manager for the TTPP has provided introductory material on the project and on district planning in general, and this is attached as Appendices One and Two. A monthly project status report is also provided by the Project Manager. The report for October 2019 is attached as Appendix Three, along with a report on technical progress to date as Appendix Four. The project is moving from the establishment phase into gathering technical information and engaging with stakeholders. Those working on the project will be in Buller later in November and have meetings planned with people in Karamea, Reefton and Westport.
4. CONSIDERATIONS

4.1. Strategic Impact
The TTPP is a strategically important document as it will be the ‘district plan’ for Buller. It will outline how this Council is to meet its obligations under the Resource Management Act 1991, and how our district is to develop. The project has implications for Council’s schedule of work, including work on the review of the Buller District Plan.

4.2. Significance Assessment
As no budget changes are currently proposed to what Council has included in its Annual Plan 2019-2020, nor are any changes to levels of service currently proposed, the subject matter of this report is not considered significant in terms of Council’s policy.

4.3. Risk Analysis
The TTPP will involve aspirations of other districts and councils, which may not align with those of Buller. Strong representation from Council on the TTPP Committee will help ensure Buller’s voice is heard in the development of the document. Council can also encourage Buller residents to take part in the process.

The risk of the TTPP being challenged via appeals is high, potentially exposing Council to significant costs. As part of its governance oversight through the TTPP Committee, Council may wish to consider facilitating discussions to ensure that appropriate arrangements for appeals, including budget, are factored into the project planning.

4.4. Policy/Legal Considerations

4.5. Tangata Whenua Considerations
Input from tangata whenua is an important part of the TTPP’s development. At this stage this is being provided through iwi representation on the TTPP Committee.

4.6. Views of Those Affected
Affected parties and stakeholders including community members, private sector, government ministries, agencies and authorities are being consulted throughout the project. There will be a formal consultation process before the document can be completed.

4.7. Costs
Council has not included budget for any direct costs for the TTPP in its Annual Plan 2019-2020. The project is being run and rated for by the West Coast Regional Council. The West Coast’s three district councils are being asked to provide technical input, which requires staff time. This input is currently coming from existing budgets and workloads.
4.8. Benefits
The TTPP will allow Council to share the costs for meeting the new National Planning Standards and other national policy documents, which are a legal requirement, with the other councils on the West Coast. A regional approach to meeting national direction is often appropriate, given the nature and scale of the issues they address.

4.9. Media/Publicity
There exists high public interest in the TTPP and its implications for ratepayers.
Introduction to Te Tai o Poutini Plan

What is a District Plan?

Every district in New Zealand must have a working plan. The plans need to identify community values and how to achieve them by managing where and how services are delivered, and how resources are used. This includes:

- Drinking water
- Wastewater
- Storm water
- Local roads
- Rubbish collection and management
- Libraries
- Reserves and outdoor amenities
- Town and rural environments
- Minerals and mining
- Hazardous substances
- Heritage and cultural sites
- Landscapes and habitats

Background to Te Tai o Poutini Plan

In 2015 some members of the West Coast community asked the Local Government Commission to look at options for streamlining the local councils. The Commission ran a collaborative process with the four West Coast councils, looking at current systems and options to improve them.

In 2018 the Local Government Commission released its proposal for local government reorganisation on the West Coast. The Local Government Commission recommended:

- Transferring the statutory obligations for preparing district plans from the three West Coast district councils to West Coast Regional Council.
- Delegating these obligations to a joint committee comprising all four councils and local iwi with an independent chair.

This means that, rather than each of the three District Councils preparing individual plans, Te Tai o Poutini Plan Committee is now responsible for preparing and approving a new combined district plan covering the West Coast.

Details of the Local Government Commission’s processes, including their decisions and reasoning, are available on the Commission’s website at http://www.lgc.govt.nz/the-reorganisation-process/reorganisation-current-applications/view/west-coast-reorganisation/?step=main

An Order in Council detailing the formal reorganisation scheme was signed by the Governor-General on 17 June 2019, and came into force on 19 July 2019 (link below) https://gazette.govt.nz/notice/id/2019-go2872

The Order in Council has the force of law, so we are now in a legal process to prepare Te Tai o Poutini Plan.
Membership of Tai Poutini Plan Committee

Te Tai o Poutini Plan Committee is a joint committee between the four West Coast councils and local iwi. It is comprised of the Mayor or Chair and one other councillor from each council and one representative each from Te Rūnanga o Ngati Waewae and Te Rūnanga o Makaawhio, plus an independent chairperson.

The Committee has full decision-making powers, and the make-up of the Committee ensures each district has equal input and voting rights on what goes in the Plan.

Funding, resources and support

The reorganisation scheme requires West Coast Regional Council to rate for the operation of Te Tai o Poutini Plan Committee. WCRC will also provide corporate and administrative support services.

Moving forward, WCRC will consult Te Tai o Poutini Plan Committee before setting the annual budget for the committee.

Technical Support

The reorganisation scheme establishes a technical advisory team to support Tai Poutini Plan Committee. This team comprises planners with expertise from across the four councils and local iwi. This means local interests are well understood and represented.

There is also a steering group, comprising the four council chief executives and iwi representatives, to ensure the project is supported and progressing as planned.

Plan Objectives

The objective of a district plan is to promote the purpose of local government. A Te Tai o Poutini Plan covering the whole of the West Coast needs to:

1. Support democratic local decision-making
2. Enable action to meet the current and future needs of communities for good quality local infrastructure and local public services, and;
3. Ensure performance of regulatory functions in a way that is most efficient, appropriate and cost-effective for households and businesses

How Te Tai o Poutini Plan will meet these objectives

1. Each district and rūnanga has representatives on the decision making Te Tai o Poutini Plan Committee, the Technical Advisory Team and the Steering Group, to ensure local issues are considered in the decisions.
2. The district plans are due for assessment to meet Central Government requirements. Updating the plan now provides the opportunity to better plan for current and future community needs.
3. All the West Coast district plans require updating to meet current national policy and standards.
   a. Rather than re-writing and paying for three plans, it saves time and money to write one combined plan.
   b. It also provides consistency for things like development rules and natural hazard management across the region
c. Standardising policies, rules and consenting processes will make the plan easier for the community to use, and will reduce the need to submit on multiple plans.

Te Tai o Poutini Plan will help plan for development in the right places so houses and businesses can go ahead, and have the services they need, while still protecting the environment.
Introduction
1. Under the Resource Management Act (RMA) all districts across New Zealand must prepare a District Plan. A District Plan sets the direction and rules for how land in particular is managed across the districts for at least the next 10 years. Te Tai o Poutini Plan (the Plan) will be a Combined District Plan for the three West Coast Districts of Westland, Grey and Buller.
2. The RMA, and other National policy tools like National Policy Statements, National Environmental Standards and National Regulations, provide direction which we have to follow about the content and format of the Plan,
3. Alongside this, Regional Council Policies and Plans provide more “West Coast focussed” direction on some matters affecting the Plan, particularly relating to the environment.
4. Despite the swathe of policies and regulations that Te Tai o Poutini Plan must work within, in practice there will be a large scope for the local needs to drive the content and direction of the Plan. The Committee has a critical role in ensuring this – and providing key direction where there are different options to consider.
5. This paper provides an overview of the required content and format of the Plan, as well as the process required for its development.

National Direction Requirements
6. The purpose of the RMA is “to promote the sustainable management of natural and physical resources”. Examples are given of what the Plan must preserve, protect and maintain under Matters of National Importance (Appendix 1). They include things like wetlands, outstanding natural features, habitats, customary rights, historic heritage and natural hazards. Other Matters under the RMA (Appendix 1) that Councils must recognise and provide for include the efficient use and development of natural and physical resources, energy use, amenity values and the effects of climate change.
7. Section 31 of the RMA sets out the core matters that must be included in a District Plan. These are set out in the table below, with examples given of each.

<table>
<thead>
<tr>
<th>Function</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment, implementation, and review of objectives, policies, and methods to achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources of the district</td>
<td>Setting of Zones for different types of land use (e.g. Residential, Commercial, Industrial, Rural) with Objectives, Policies and Rules around activities in these zones.</td>
</tr>
<tr>
<td>Establishment, implementation, and review of objectives, policies, and methods to ensure that there is</td>
<td>Identifying and zoning areas for future residential and industrial land.</td>
</tr>
</tbody>
</table>
sufficient development capacity in respect of housing and business land to meet the expected demands of the district

The control of any actual or potential effects of the use, development, or protection of land.

The avoidance or mitigation of natural hazards

The prevention or mitigation of any adverse effects of the development, subdivision, or use of contaminated land.

The maintenance of indigenous biological diversity.

The control of the emission of noise and the mitigation of the effects of noise:

The control of any actual or potential effects of activities in relation to the surface of water in rivers and lakes.

Function Examples

Identifying where future infrastructure such as roads should be located.

Putting in place rules around Subdivision of land.

Identifying areas of high risk of coastal erosion, flooding or landslide where development cannot occur. Putting in place methods to enable managed retreat where development is already subject to significant risk from natural hazards.

Putting in place rules around how Contaminated Sites are managed.

Identification of Significant Natural Areas and putting in place rules to protect them.

Maximum noise standards rules in zones. Requiring noise insulation to protect airport flight paths.

Rules around commercial boating activities, setting aside specific areas for motorized boating.

8. Section 32 of the RMA requires that an Evaluation Report must be prepared which is published alongside the district plan. This report must identify and assess the benefits and costs of the district plan in detail in relation to each part, and must include:

- considering the economic growth/reduction effects;
- considering the employment growth/reduction effects;
- where practicable quantification of the benefits and costs; and
- an assessment of the risk of acting or not acting if there is uncertain or insufficient information about the subject matter of specific provisions.

9. In preparing Te Tai o Poutini Plan a good level of consultation and gathering of evidence to support Plan provisions is required. The outcomes of this consultation, and the evidence collected during the preparation of the Plan forms the basis of the content for the Section 32 Evaluation Report. The Section 32 Evaluation Report forms a critical part of the information to support the Plan provisions. Submitters, appellants and the Environment Court (should there be appeals on decisions) use the Section 32 report to help assess whether particular provisions are justified.
10. Alongside the RMA, there are a number of National Policy Statements (NPS) and National Environmental Standards (NES) that set a direction for the Councils, or further prescribe the contents of the Plan. The major ones to be aware of are:

<table>
<thead>
<tr>
<th>Regulation</th>
<th>Implications</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Zealand Coastal Policy Statement</td>
<td>Particularly important in relation to how matters such as coastal erosion is dealt with in the Plan. Also sets the direction around coastal landscape management and biodiversity management in the coastal environment.</td>
</tr>
<tr>
<td>NPS for Urban Development Capacity</td>
<td>Mainly affects Greymouth, and puts in place requirements around ensuring there is sufficient land for urban development, and sets principles around requiring a good quality of urban environment.</td>
</tr>
<tr>
<td>NPS for Renewable Electricity Generation</td>
<td>Sets direction around ensuring the efficient and effective functioning of electricity and telecommunication infrastructure.</td>
</tr>
<tr>
<td>NPS for Electricity Transmission Facilities</td>
<td></td>
</tr>
<tr>
<td>NPS for Electricity Transmission Activities</td>
<td></td>
</tr>
<tr>
<td>NES for Plantation Forestry</td>
<td>Provides most of the forestry regulation and is very prescriptive – identifies a small number of matters able to be considered in this Plan.</td>
</tr>
<tr>
<td>NES for Assessing and Managing Contaminants in Soil to Protect Human Health</td>
<td>Identifies types of contaminants and sites as well as methods for assessing and managing these.</td>
</tr>
</tbody>
</table>

11. There are two Water Conservation Orders in the area subject to the Plan – for the Buller River and the Grey River, and the Plan must not be inconsistent with these.

12. A recent National Regulation that impacts on the Plan is the National Planning Standards. These set the format of the Plan including what chapters are included, as well as things like the names of zones, standards for maps and how E-Plans must be set up. A draft Table of Contents for the Plan is attached as Appendix 2 – this has been developed in accordance with the National Planning Standards.

Regional Direction Requirements
13. Te Tai o Poutini Plan is also required to give effect to the Regional Policy Statement and not be inconsistent with the Regional Plans.

<table>
<thead>
<tr>
<th>Regulation</th>
<th>Implications</th>
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<tbody>
<tr>
<td>West Coast Regional Policy Statement 2015</td>
<td>This is quite a high level document, and generally provides direction, rather than</td>
</tr>
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</table>
specific requirements. It contains only Objectives and Policies, no Rules.

<table>
<thead>
<tr>
<th>Plan 2016</th>
<th>This is also quite high level except in the Coastal Marine Area. So its direct impact on Te Tai o Poutini Plan is quite limited.</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Coast Regional Land and Water Plan 2014</td>
<td>This Plan provides further direction to Te Tai o Poutini Plan. Particular matters which we will need to ensure Te Tai o Poutini Plan is not inconsistent with include: -wetlands and their protection, -sites associated with hazardous substances and contaminated land, -land management, -lake and riverbed management.</td>
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</tbody>
</table>

14. Please note that the government is in a very active policy development phase, and some new RMA requirements are being developed, and will be released over the period we prepare the Plan. The development team will keep a watching brief on these requirements and ensure any policy drafts issued prior will meet all current government and regional requirements.

15. The key policy which will impact most significantly on the Plan is the National Policy Statement for Indigenous Biodiversity (NPSIB) which is expected to be released before the end of 2019. Assuming that the final NPSIB has strong elements of similarity with the draft that was released in 2018, this is likely to require Te Tai o Poutini Plan to specifically identify and protect Significant Natural Areas, and other important locations of indigenous biodiversity.

**Process of Preparation of the Plan**

The general process of Plan preparation is outlined in the diagram below:
16. An indicative timeline has been developed for preparation of the Plan. While the aim is to get to a draft Plan within 3 years, there are a number of very significant issues which will drive the timeframe. These include:

- Natural hazards and the need for managed retreat from some locations,
- Identification of significant natural areas and development of appropriate provisions to protect these within the Plan

Keeping It Local

14. Despite the swathe of policies and regulations that Te Tai o Poutini Plan must work within, in practice there will be a large scope for the local needs to drive the content and direction of the Plan. The Committee has a critical role in ensuring this – and providing key direction where there are different options to consider. At each meeting there will be presentations on key policy matters and feedback will be sought from the Committee with regard to direction.

For the next meeting of the Committee the focus of work will be around:

- Urban form and development
- Urban zones (residential, industrial, commercial)

15. As part of developing the Plan an active and ongoing consultation programme with communities and stakeholders will occur. The project manager has been meeting with stakeholders, and stakeholder workshops will be held in October (Greymouth and Hokitika) and November (Westport) to discuss the issues around the zoning provisions in these towns. The first round of community meetings will be held over late summer 2020. Where possible, members of Te Tai o Poutini Plan Committee are encouraged to attend these consultation meetings so that any local issues and concerns are well understood by the decision makers.

Recommendations

1. That the information be received.
APPENDIX 1

Matters of National Importance

(a) the preservation of the natural character of the coastal environment (including the coastal marine area), wetlands, and lakes and rivers and their margins, and the protection of them from inappropriate subdivision, use, and development:
(b) the protection of outstanding natural features and landscapes from inappropriate subdivision, use, and development:
(c) the protection of areas of significant indigenous vegetation and significant habitats of indigenous fauna:
(d) the maintenance and enhancement of public access to and along the coastal marine area, lakes, and rivers:
(e) the relationship of Maori and their culture and traditions with their ancestral lands, water, sites, waahi tapu, and other taonga:
(f) the protection of historic heritage from inappropriate subdivision, use, and development:
(g) the protection of protected customary rights:
(h) the management of significant risks from natural hazards.

Other Matters

(a) kaitiakitanga:
(aa) the ethic of stewardship:
(b) the efficient use and development of natural and physical resources:
(ba) the efficiency of the end use of energy:
(c) the maintenance and enhancement of amenity values:
(d) intrinsic values of ecosystems:
(f) maintenance and enhancement of the quality of the environment:
(g) any finite characteristics of natural and physical resources:
(h) the protection of the habitat of trout and salmon:
(i) the effects of climate change:
(j) the benefits to be derived from the use and development of renewable energy.
**APPENDIX 2**  
Indicative Table of Contents – Te Tai o Poutini Plan

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<td>1.7 Relationships between spatial layers</td>
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<td><strong>NATIONAL DIRECTION INSTRUMENTS</strong></td>
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<td>1.11 National environmental standards</td>
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<td>1.13 Water conservation orders</td>
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<td>Chapter:</td>
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<td>2.3 Biodiversity and natural heritage management</td>
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<td>2.4 Climate Change</td>
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<td>2.5 Mining</td>
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<td>2.6 Natural Hazards</td>
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<td>2.7 Tourism</td>
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<td><strong>ENERGY, INFRASTRUCTURE, AND TRANSPORT</strong></td>
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<td>2.11 Transport</td>
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<td>Chapters:</td>
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<td>2.12 Contaminated land</td>
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<td>2.13 Hazardous substances</td>
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<td>2.15 Historical heritage</td>
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<td>2.16 Notable trees</td>
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7
| 2.17 Sites and areas of significance to Māori |

### NATURAL ENVIRONMENT VALUES

**Chapters:**
- 2.18 Ecosystems and indigenous biodiversity
- 2.19 Natural Character
- 2.20 Natural features and landscapes
- 2.21 Public access

### SUBDIVISION

**Chapters:**
- 2.22 Esplanade Reserves and Strips
- 2.23 Financial Contributions
- 2.24 Subdivision

### GENERAL DISTRICT-WIDE MATTERS

**Chapters:**
- 2.25 Activities on the surface of water
- 2.26 Coastal environment
- 2.27 Earthworks
- 2.28 Light
- 2.29 Noise
- 2.30 Signs
- 2.31 Temporary activities
- 2.32 General District Wide Matters

### PART 3 AREA SPECIFIC MATTERS

**Zones**

**Chapters:**
- 3.1 Residential Zones:
- 3.2 Rural Zones
- 3.3 Commercial and Mixed use zones
- 3.4 Industrial Zones
- 3.5 Open Space and Recreation Zones
- 3.6 Special Purpose Zones

**Precincts (Multi Zone)**

**Chapters:**
- 3.7 To Be Confirmed

**Development Areas**

**Chapters:**
- If required

**Designations**

- Listed in Alphabetical Order

### Appendices

- Schedules
Monthly Project Status Report
Te Tai o Poutini Plan
For the period: 1 October – 30 October 2019

Prepared By: Jo Armstrong
Date Prepared: 25 October 2019

Accomplishments this Period

- Edith Bretherton took up the role as Senior Planner for TTPP on 14 October.
- We received 14 questionnaire responses from local developers and key stakeholders. Responses are helping us understand how current plans are used, and how well zones and settlement rules are working.
- Lois Easton, our contracted Principal planner, has continued work on the settlements section of the plan. This includes researching current plans, liaising with the Technical Advisory Team (TAT) planners and preparing presentations for three workshops on 22 and 23 October.
- We ran separate workshops with planning and infrastructure staff at WDC and GDC on 22 and 23 October. We discussed the possibilities for growth in Hokitika and Greymouth over the next 15-30 years, and identified on maps where the growth could occur for different uses e.g. residential, commercial and industrial. Attendees engaged well, and we gained some new insights about the towns, while also confirming our current understanding.
- On 23 October we ran a workshop with developers, planners, surveyors, health and roading professionals to identify issues they encounter working with the current plans, and get their input into how TTPP can support resilient and vibrant town centres. We had a robust discussion and the team is pleased with the level of engagement and insight from this group. Attendees included representatives from Mawhera Incorporation, Meagan Mcmillan Architectural, Coastwide Surveys Ltd, WSP-Opus, NZTA, Development West Coast, Community and Public Health, Saxon Design and Davis Ogilvie.
- The TTPP website is under development. It will include:
  - background on the genesis of TTPP
  - a brief description of the chapters that will be in the Plan
  - an idea of the timing for development of the Plan chapters
  - an invitation to get involved, which identifies opportunities to join workshops and meetings, and;
  - a section for contacting the planning team.
- We have designed a TTPP information card. The cards are the size of a business card, and are a cost effective way to advertise the Plan. They include a brief introduction to what is in TTPP, and direct people to the website for updates and opportunities to comment or contact the team. Cards will be available at all council offices.
- I am keen to add a TTPP blurb to any updates councils send to their communities, and I am planning a roadshow for March. Bruce has kindly offered Westland’s caravan for this.

Plans for Next Period

- Planning is well underway for a workshop with Buller District Council planning and engineering staff, in November. We will discuss what we need in TTPP to support growth and redevelopment in Buller’s towns and settlements, while preserving heritage, cultural and amenity values.
- We have invited local developers, builders, surveyors, and architects to a workshop in Westport on 21 November. We are interested in how they think current and future zoning can support growth over the
next 15-20 years. This will be a similar workshop to the one run in Greymouth on 23 October.
- Finalise TTPP web page.
- TTPP Committee meeting 12.00 - 2.30, 18 November at Buller District Council Chambers in Westport

### Key Issues, Risks & Concerns

<table>
<thead>
<tr>
<th>Item</th>
<th>Action/Resolution</th>
<th>Responsible</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not getting key stakeholder buy-in</td>
<td>Contact and meet with them individually. Plan a stakeholder workshop and on-going engagement process</td>
<td>Jo</td>
<td>28 February 2020</td>
</tr>
<tr>
<td>Not producing a notified plan in a timely manner</td>
<td>Set achievable milestones and monitor/report progress. ID additional expertise/capacity</td>
<td>Jo/Planning Team</td>
<td>30 June 2024</td>
</tr>
<tr>
<td>Decision makers can’t agree</td>
<td>Get agreement on pieces of work prior to plan completion</td>
<td>Rex</td>
<td>On-going</td>
</tr>
<tr>
<td>Budget insufficient for timely plan delivery</td>
<td>Work with TTPPC to recommend budget, and with WCRC to raise rate to achieve deliverables</td>
<td>Jo</td>
<td>Annually</td>
</tr>
</tbody>
</table>

### Status

**Overall**

Good start to project. Documentation, engagement and reporting are underway. Budget set for 2019/20 and recruitment complete. Consultant and TAT making good early progress.

**Schedule**

Year 1 work programme approved. TTPP will take time as current plans are out of date.

**Resources**

Both planning roles have been filled. Level of input from district council staff, who are very busy at present, will determine the ongoing need for further permanent TTPP staff.

**Scope**

Deliver efficient, effective and consistent Te Tai o Poutini Plan.

### Schedule

<table>
<thead>
<tr>
<th>Stage</th>
<th>Target Completion</th>
<th>Revised Completion</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete project initiation documentation</td>
<td>30-Apr-19</td>
<td>19-July-2019</td>
<td>TTPPC approved</td>
</tr>
<tr>
<td>Identify and contact key stakeholders</td>
<td>03-May-19</td>
<td>Ongoing</td>
<td>Connection made with all key stakeholders and started a second round of contact with other interested parties</td>
</tr>
<tr>
<td>Contract senior planning consultant</td>
<td>01-Aug-19</td>
<td>29-July-2019</td>
<td>Contract in place 29/7/19 - 30/6/20</td>
</tr>
<tr>
<td>Recruit permanent senior planner</td>
<td>30-Sep-19</td>
<td>7-Sep-2019</td>
<td>Started at WCRC on 14 October 2019</td>
</tr>
<tr>
<td>Set up Te Tai o Poutini Plan website and communications package</td>
<td>30-Sep-19</td>
<td>30 November 2019</td>
<td>Development underway, awaiting approval of web address tetaiopoutiniplan.govt.nz</td>
</tr>
<tr>
<td>Set planning milestones</td>
<td>31-Oct-19</td>
<td>30 August 2019</td>
<td>Presented at August TTPPC meeting</td>
</tr>
<tr>
<td>Hold key stakeholder workshop for Settlements section</td>
<td>28-Feb-20</td>
<td>23 October and 21 November 2019</td>
<td>Greymouth and Hokitika, then Westport</td>
</tr>
<tr>
<td>Hold Community information meetings</td>
<td>31-Mar-20</td>
<td></td>
<td>Roadshow in March 2020 and opportunities to coincide with council-community meetings and local events</td>
</tr>
<tr>
<td>Notify Te Tai o Poutini Plan</td>
<td>30-Jun-24</td>
<td></td>
<td>Indicative time only - Too early to rely on this date</td>
</tr>
</tbody>
</table>
Actions required

- Please consider attending the Buller settlement workshop we are holding at:
  - 9-11am 21 November at the Buller District Council Chambers in Westport

We would value your input on where you see your town and district being in 15-20 years – what do we need to plan for and how can TTPP support the delivery of your communities’ values.

Please email me if you are able to attend this session.
Te Tai o Poutini Plan – Technical Progress to Date

Introduction
1. This report gives an overview of the technical work done to date on Te Tai o Poutini Plan. The work has commenced focussing on urban form and development. This has looked at the national direction and the key issues across the three districts.

National Direction
2. The National Policy Statement for Urban Development Capacity sets the national direction for the Urban Form and Development requirements. The government has recently announced this will be amended, and so the technical team have also looked at the proposed amendments. On the West Coast the only town that meets the definition of “urban development” is Greymouth.
3. The National direction is that:
   - It is important to provide for future growth and this should promote efficient use of land and infrastructure
   - Urban design and urban amenity are important considerations, but also it should be recognised that urban areas will change over time

Regional Direction
4. The West Coast Regional Policy Statement provides regional direction, and places a focus on:
   - Resilience of settlements, including from natural hazards
   - Enabling economic development
   - Integrating subdivision, land use and the natural environment
   - Maintaining and enhancing the amenity of urban areas and small settlements.

Issues Identified
5. There are four major issues around urban form and development that have been identified through the technical work.

Issue 1: Planning for Population and Economic Change
6. Uncertainty around growth means that there needs to be allowance made in the plan for some new growth areas, but the focus should be on ensuring that the plan delivers the best possible outcomes for the existing population and businesses.

Issue 2: Reinforcing the town centres and retaining the character of settlements
7. Greymouth, Hokitika and Westport are the only three centres with the full range of residential, commercial and industrial areas and are critical locations for regionally essential infrastructure such as the Ports, Hospital and Airports. There has been considerable community investment in the infrastructure supporting these areas. Ensuring that any growth or redevelopment supports the existing centres is an important planning consideration.
8. Alongside the main centres, the districts have a number of settlements, most of which have their own, unique, character. It is important to maintain this character, while allowing the settlements to change to meet the needs of their community and businesses.
Issue 3: Natural hazards limit the options for development in some locations – and mean hard decisions about managed retreat need to be made.

9. Natural hazards represent a significant threat to many of the West Coast’s towns and settlements. In some locations, managed retreat from key natural hazards is required. As a result natural hazard overlays identifying areas where development should not occur will need to be included. There will also be a need to zone locations for development to allow for potential resettlement over time.

Issue 4: Maintaining Urban Amenity

10. A key part of what makes people want to live in urban areas, alongside the access to shops, services and community facilities is the quality and amenity of the urban environment. Residents and businesses need to be able to use, develop and enjoy their properties without their amenity value being adversely affected by neighbouring development and use.

Next Steps

11. Targeted consultation with key development, infrastructure and Plan user stakeholders is currently underway. This will feed into the draft issues and potential Objectives for the Urban Form and Development chapter of the Plan and these will be brought back to the next meeting of the Committee for further consideration, before wider consultation with the community.

Recommendations

1. That the Committee notes the report
PHASE ONE RECOMMENDATIONS FROM 2100 WORKING GROUP.

1. REPORT SUMMARY

Report is for the information of Council. It outlines the purpose of, and details the phase one recommendations made by the 2100 working group. Also attached are the 'Westport 2100 Working Group Terms of Reference'.

2. DRAFT RECOMMENDATION

That Council receives the report for information.

3. ISSUES

The purpose of the Westport 2100 Working Group is to investigate and identify potential hazards and possible solutions relating to;

- fluvial flooding from the Buller River;
- coastal inundation;
- sea level rise and the increase in severe weather events;
- earthquake risk; and
- threat of tsunami.

There has also been discussion undertaken around:
- the Orowaiti overflow;
- build-up of gravel and shingle bars in the Buller River;
telemetry and warning systems;
- planning and zoning; and
- robustness of transport routes and other critical infrastructure.

Whilst working closely with the Buller District Council, West Coast Regional Council is the lead organisation for this project.

The Buller District Council staff must now collaborate with the West Coast Regional Council staff to discuss the recommendations and identify for each one:

1. Where the responsibility lies.
2. What is already being undertaken as part of business as usual.
3. Obtain more detail around the recommendations that are not currently funded and bring a detailed paper before Council, so an informed decision as to the recommendations it wishes to pursue can be made.

Recommendations of the Westport 2100 Group
Throughout the course of the Westport 2100 meetings, aspirations for the future of the wider Westport area that came through identified:
- Westport as a thriving and resilient town, knowledgeable about the hazards it faces with a community who is prepared in case of an event.
- Critical infrastructure is able to continue to undertake business as usual (BAU) in the case of an event
- In the short term, actions will seek to defend against flood risk, move towards adapting in the medium term, with a view towards providing for relocation through planning provisions in the long term.
- Local government, health, civil defence, the community and other stakeholders will work together to plan for their responses to an event at a community, organisational and individual level.
- Development of the Te Tai o Poutini Plan (TTPP) will incorporate clear direction for hazard mitigation and options for the future for the economic, social and cultural wellbeing of the wider Westport community.

To achieve these aspirations, the Westport 2100 Group have identified the following recommendations and highlighted whether they are to be undertaken during a phase 1 or phase 2 workstream.

The Westport 2100 Group has defined the timeframes as follows:
- Short term 18 months
- Medium term 18 months to 5 years
- Long term 5+ years
Table 1: Recommendations of the Westport 2100 Group

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Responsible agency</th>
<th>Potentially funded via</th>
<th>Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Evacuation plans and community preparedness</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short</td>
<td>Complete the development of an evacuation plan for the Westport community, including robust triggers for evacuation and the process for warning dissemination.</td>
<td>CDEM</td>
<td>BAU budget</td>
<td>1</td>
</tr>
<tr>
<td>Short</td>
<td>As part of the evacuation planning process, confirm evacuation sites and the preparedness of those to receive evacuees.</td>
<td>CDEM</td>
<td>BAU budget</td>
<td>1</td>
</tr>
<tr>
<td>Short</td>
<td>Review and test health facility evacuation planning.</td>
<td>WCDHB</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Short-medium</td>
<td>Evacuation plans are to be socialised and tested with the community.</td>
<td>CDEM</td>
<td>BAU budget</td>
<td>1</td>
</tr>
<tr>
<td>Medium-long</td>
<td>Evacuation plans are to be reviewed and updated following testing, implementation during an event, or when infrastructure upgrades or new information will result in changing timing of evacuation actions.</td>
<td>CDEM</td>
<td>BAU budget</td>
<td>1</td>
</tr>
<tr>
<td>Short–Medium–Long</td>
<td>Work with the community to build awareness and knowledge of the hazardscape and develop the resources to better prepare, and respond, to events.</td>
<td>CDEM</td>
<td>BAU budget</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>Forecasting and modelling</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short</td>
<td>Accelerate the installation of the telemetry system for the Buller catchment (one outstanding asset)</td>
<td>WCRC</td>
<td>Rating district</td>
<td>1</td>
</tr>
<tr>
<td>Short-medium</td>
<td>Adopt the recommendations on the NIWA report –Flood forecasting roadmap for evacuation warnings and see that these are implemented in order to have the system operational within a year of commencing these.</td>
<td>WCRC</td>
<td>Rating district</td>
<td>1</td>
</tr>
<tr>
<td>Short–Medium</td>
<td>Recognising that accurate forecasting and impacts of rainfall accumulations can take several (5+) years, commence modelling as soon as possible to gain certainty of key information in the future.</td>
<td>WCRC</td>
<td>Rating district</td>
<td>1</td>
</tr>
<tr>
<td>Medium-long</td>
<td>Review modelling data following the implementation of other mitigations (such as hard structures) as required.</td>
<td>WCRC</td>
<td>Rating district</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td><strong>Flood protection structures</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Short</td>
<td>Obtain expert advice as to the development of a scheme which would provide protection from inundation by 1% exceedance flooding, taking into account the effects of sea level rise and the more frequent and severe weather events predicted. This assessment would include: - the ability to utilise the current structures in place; - potential weak points in current structures and the feasibility to strengthen these in the short to medium term;</td>
<td>WCRC</td>
<td>Rating district</td>
<td>1</td>
</tr>
<tr>
<td>Timeframe</td>
<td>Action</td>
<td>Responsible agency</td>
<td>Potentially funded via</td>
<td>Phase</td>
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</table>
| Medium    | - confirmation of the flow path of flood water and potential impact on Carters Beach  
- confirmation of the severity of flood that would impact the airport and its access routes.  
Advice would also include:  
- the viability of using the Orowaiti for flood mitigation.  
  Present an option to the Westport community for a flood protection scheme to defend against flood hazard.  
  Undertake development of flood protection scheme as per outcomes of community consultation.  
Note: The development of hard protection structures for Westport is complicated and any protection proposal will need to take into consideration the effects of both river flooding, sea level rise and coastal inundation to ensure the effects of another hazard are not exacerbated when defending against another. Other flood management – infrastructure, river and gravel | WCRC               | Rating district       | 2     |
| Medium    | As part of the recommendation to obtain expert advice on the development of a flood protection scheme above, the assessment is to also recognise that flood management is more than just hard protection structures. Advice would also review options for alternative flood management infrastructure, such as:  
- establishing the viability, location and type of pump stations. For example diesel powered may be more advisable than electrical pump systems  
- upgrading the combined stormwater/sewerage systems  
- identifying other infrastructure upgrades that may assist.  
  As part of the recommendation to obtain expert advice on the development of a flood protection scheme above, the assessment will also include a study of the gravel islands and bars from Martins Island to Organs Island with recommendations for gravel/aggregate management. The assessment will also review:  
- whether gravel is moving through the river  
- if there is a requirement for gravel extraction  
- whether the removal of gravel from Organ’s Island would provide beneficial effects downstream  
- the effects of the gravel alongside the half tide wall  
- the requirement of any form of maintenance programme for the control of river gravel.  
Outcomes of the recommendations identified above are to be built into the consideration of hard protection structures and river flow modelling for evacuation. | WCRC/BDC           | Rating district and BDC | 2     |
| Short     | Advocate that new critical infrastructure is: | Multi-agency               |                               | 1     |

Critical infrastructure
<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Responsible agency</th>
<th>Potentially funded via</th>
<th>Phase</th>
</tr>
</thead>
</table>
| Short | Egress points and routes (road and rail) will be assessed, and if necessary surveyed, to check that they will be available and intact in the event of a major flood. This would also include:  
- The identification of low spots on the access routes, and the water levels whereby it becomes unpassable/unsafe.  
- Whether the bridge, and its approaches, are high enough, looking at potential flood modelling scenarios.  
- Review the effect river flows over the bridge approaches would have. | NZTA / BDC | | 1 |
| Medium | Address any deficiencies, or work identified by the above action. Until these have been identified, budgeting and planning for these cannot be determined. However, these are a priority for the future.  
Note - Projects undertaken to address potential deficiencies would be assessed as part of any proposal to ensure that it would not exacerbate issues in other areas (e.g. would building up bridge approaches on each side create a “dam” forcing water into the town on the eastern side? | NZTA/BDC | | 1/2 |
| Short | Current status of egress routes (point at which the route is compromised) is built into response and evacuation plans. Expected that this will change over time as they are improved or heights raised. | CDEM | BAU budget | 1 |

**Planning provisions and hazard information**

<p>| Short | Support the undertaking of LiDAR for the West Coast and particularly Westport and surrounding areas. | BDC / WCRC | | 1 |</p>
<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Responsible agency</th>
<th>Potentially funded via</th>
<th>Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short – Medium – Long</td>
<td>Up to date hazard information is used to inform the development of the TTPP. This information is also to be recognised and adopted by the Buller District Council for inclusion on LIMs.</td>
<td>BDC / WCRC</td>
<td>BAU budget</td>
<td>1/2</td>
</tr>
<tr>
<td>Short – Medium</td>
<td>Recommend to the Buller District Council and West Coast Regional Council to be very considered in the decisions that are made around planning provisions for the future to take into account the effect and impact of hazards (bearing in mind the 2100 Group ceases to exist after 2020.)</td>
<td>2100 Group</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>
| Long | TTPP development to include:  
- zoning within the wider Westport area to avoid new development in hazard prone areas and provide more suitable areas for residential development  
- more stringent building restrictions within hazard areas to encourage organic relocation over time. | BDC / WCRC | BAU budget | 1/2 |
| Medium - Long | Consider location and development of community assets (including Reserves and Recreational assets) in areas not affected or threatened by climate change. | BDC | Future LTP/Annual Plans | 2 |
| Medium-Long | Recommend that the TTPP be clear on the decision making to be undertaken post-event in regards to declaring areas uninhabitable. | BDC / WCRC | BAU budget | 1/2 |
| Short – Medium – Long | Hazard information is conveyed to the community in easy to understand formats e.g. sliding scale of sea level rise see Greater Wellington example. | WCRC/BDC/ CDEM | BAU budget | 1/2 |

**Relocation**

<table>
<thead>
<tr>
<th>Timeframe</th>
<th>Action</th>
<th>Responsible agency</th>
<th>Potentially funded via</th>
<th>Phase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short – Medium – Long</td>
<td>It is possible that parts of Westport may not be able to remain in their current location in the future recognising the unpredictable effects of natural hazards, including climate change. The development of the TTPP provides an opportunity to start discussing options for the future as well as in other high level documentation for the District.</td>
<td>BDC/WCRC</td>
<td>BAU budget</td>
<td>1/2</td>
</tr>
<tr>
<td>Long</td>
<td>Consider the relocation of Westport as a long term outcome recognising that this may not occur for 50, 80, 100 or more years.</td>
<td>BDC / WCRC</td>
<td>BAU budget</td>
<td>1/2</td>
</tr>
<tr>
<td>Short</td>
<td>Update the cost estimates from the 2017 assessment report to potentially support the review for any form of partial or full relocation, as these cost figures did not reflect the effect of sea level rise and climate change. These figures should be spread over a long enough time frame that future generations will share in the financial burden and benefits.</td>
<td>WCRC</td>
<td>Rating district</td>
<td>2</td>
</tr>
</tbody>
</table>
Limitations
The Westport 2100 Group acknowledges that there are limitations to the recommendations they have put forward. It is likely that these will form many of the questions and concerns of the public. These include:

- **How do you implement a plan when you do not know with complete certainty what will happen?**
The Group appreciates that they are reliant on the best information that is available at the time when decisions, or in this case recommendations, are made. There is no data available to inform when the next significant flood, earthquake or storm surge will occur. There is no precise data on sea level rise, how much by when. As a result, it is critical that the CDEM planning, community preparedness and evacuation route protection be prioritised.

- **When considering hard protection structures, such as floodwalls, how much should be put in place, or spent on it, before the community decides no more?**
There will come a point where the cost is too high that the community will decide that they can no longer pay for protection. Alternatively, the hazard risk may increase to a level that the community can no longer live with. However, what those points will be are unknown at this stage. It would be wise to adopt an adaptive planning approach allowing us to change our actions as key environmental triggers occur.

- **Previous consultation work had been completed in 2017 on protection measures and nothing happened. Why do we have to do this again?**
This is a fair question. Several options were presented and the feedback received indicated a desire to do something, however there was no clear final outcome as to what sort of protection works should proceed. This was then followed by the storm surge from Ex-tropical Cyclone Fehi. Further work is required to take into effect the risk from flooding, storm surge and predicted sea level rise.

Next steps
The next steps of the Westport 2100 process are:

- Prior to the report being submitted for inclusion in Council meeting papers a summary document will be prepared for the public to outline where the Group has got to and the next steps.
- Report presented to the West Coast Regional Council and Buller District Council.
- Recommendations for phase 1 are implemented, including the further investigative work required to inform the recommendations in phase 2.
  - Review the Westport 2100 Working Group membership recognising that there will be new elected members and that some current community representatives may wish to step down.

  Note some elected members who are standing down have indicated they would like to remain on the group. This would be beneficial in the retention of information gathered and help ensure continuity of the project.

The Westport 2100 Working Group will continue to have a role ensuring that the recommendations from phase 1 are put into place, advocating for various actions to take place and reviewing the further investigative work to take place and making recommendations for the phase 2 work.

Recommendations

*That the West Coast Regional Council:*

1. **Receives this report;**
2. **Adopts the phase 1 recommendations as identified in Table 1: Recommendations of the Westport 2100 Group, for inclusion in the Long Term Plan 2020-2023 and subsequent Annual Plans, unless they can be prioritised earlier in current business as usual budgets;**

3. **Establishes a rating district for the wider Westport area to accelerate recommendations to improve the resilience of the Westport community and to undertake the further investigative work required to inform the phase 2 work.**

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**Chris Coll - Chairman, Westport 2100 Group**

**Westport 2100 Working Group Terms of Reference**

The purpose of the Westport 2100 Working Group is to engage with the Westport community and work together, with Council staff, to identify a pathway forward for the town for the benefit of future generations. This project has a long term focus and will result in recommendations to the Buller District Council and West Coast Regional Council for future work programmes for civil defence, hydrology and operations.

The West Coast Regional Council, while working closely with the Buller District Council, will be the lead organisation for this project.

Group objectives The Westport 2100 Working Group will engage with the community and work together, with Council staff, to identify: - the work required to enhance the resilience, and protect, the Westport community - prioritise the projects within the work programme to deliver on this - how this work could be funded and resourced.

All recommendations must take into account current statutory requirements including the New Zealand Coastal Policy Statement focus on planning for a 100 year timeframe.

Establishment and status The Westport 2100 Working Group is established under the Local Government Act 2002. It has the status of an Advisory Committee of the Buller District Council and West Coast Regional Council with no decision-making powers.
Council consideration of Westport 2100 Group recommendations The Councils will consider the Group’s recommendations. If any recommendations are inconsistent with the Council’s views or statutory requirements, these elements will be referred back to the Group for further consideration. The recommendations will be built into the respective Council work programmes as appropriate.

Group membership The Westport 2100 Working Group will be appointed by the Buller District Council and will have the following membership: Two members appointed by the Regional Council, who shall be elected members Two members appointed by the Buller District Council, who shall be elected members One member appointed by Te Rūnanga o Ngāti Waewae One member appointed by the Ministry of Health One member appointed by the New Zealand Transport Agency Up to 6 members from the community with a range of backgrounds to ensure a cross section of values, understanding and perspectives in the community. The Council(s) may approve additional members if it determines their necessity to ensure appropriate representation of the community.

To be eligible for consideration for appointment to the Westport 2100 Working Group, a community applicant must live in, or be able to demonstrate a close connection with, the Westport area.

Chairperson The Chairperson has additional responsibilities, including ensuring that the Group functions properly, there is full participation during meetings, all relevant matters are discussed and that effective decisions are made and carried out in a timely manner as per the Terms of Reference.

West Coast Regional Council and Buller District Council staff will provide the chairperson and the group with administrative support including direction on civil defence, operations, hydrology and communications. The Chairperson must provide leadership and ensure that the goals and objectives of the Group are met. The Chairperson may need to work between meetings to liaise with technical experts, and represent the Group at external meetings when required.

The Chairperson is to be determined by the full Westport 2100 Group when all members have been appointed. The Group will be chaired by a Councillor from the Buller District Council in the interim.
Quorum A quorum consists of: i. Half of the members if the number of members (including vacancies) is even; or ii. A majority of members if the number of members (including vacancies) is odd.

Proxies or alternates are not permitted to vote or provide input into group deliberations on behalf of a group member or organisation. The Group will at all times operate in accordance with the requirements of the Standing Orders of Council adopted by the West Coast Regional Council, under the Local Government Act (2002), and the Local Government Official Information and Meetings Act.

Reporting The Group will provide updates to the Buller District Council, West Coast Regional Council and the community via the Regional Council website, at least quarterly.

Meetings and workshops The Group will meet monthly, with additional workshops and meetings as required. Meetings will be held in Westport with meeting times to be set by the Working Group.

Some meetings will be open to the public to attend as observers with an allocated time slot for public questions. The public can request a speaking opportunity for any meeting but the meeting may go into committee following the public session.

Meeting protocols General meeting protocols are to be agreed upon by the Group.

Duration of the Westport 2100 Working Group The Westport 2100 Working Group shall exist for the duration of the development and implementation of the plan for Westport 2100, and shall cease to exist once this has been completed.

The Working Group may potentially provide a staged series of recommendations back to the Councils for implementation as the work progresses in this space. The final suite of recommendations will be presented to the Councils by December 2019.

General operating principles The Group is expected to:

1. Work in a collaborative and co-operative manner using its best endeavours to reach solutions that take account of the interests of all sectors of the community

2. Seek consensus in its decision-making where possible

3. Seek assistance and exhaust all avenues to resolve matters where the Group encounters fundamental disagreements
4. Report to the Councils the matters where agreement has been achieved and also matters where disagreement has not been resolved, including whether there is a consensus or majority view on each matter.

Group support The Group will be supported by the Buller District Council and West Coast Regional Council, with the primary contact being Mark Crowe, Director Emergency Management and Natural Hazards.

A minimum of two Council staff (from either Council) will attend each meeting and will provide administrative support, minute taking, technical advice and information. Any additional investigation or data collection requested by the Group will require Council approval. Staff from various council departments will be invited to attend meetings, and provide technical advice and information where appropriate.