

Council Buildings at Level 2 – what to expect

ALL COUNCIL BUILDINGS

- If you are unwell please stay home.
- Many of our services can be accessed remotely, including paying bills, applying for consents and making submissions. If you can avoid coming into our buildings we ask that you please do. Head to www.bullerdc.govt.nz to find out more.
- If you do need to come into a Council building:
 - Please maintain physical distancing, and listen to our staff. All measures that are in place are there for your safety and the safety of our staff. Together we can get through this.
 - In order to contact trace if needed, if you come into a Council building you will be required to provide us with your name and two means of contact, such as a phone number, email address or physical address.

COUNCIL OFFICES

- Brougham House Office in Westport will be open from Thursday 14 May 2020 between 8.30am and 4.30pm.
- Reefton Service Centre (including the postal agency) will be open from Monday 18 May 2020 between 10am and 2pm.
- If you can, please contact Council on 0800 807 239 or email info@bdc.govt.nz rather than coming into an office.
- We will be operating a one person in one person out process to ensure we can meet physical distancing requirements.
- Please use contactless payment methods if you can – or better still, pay by internet banking and save time.
- Drop boxes are available for hardcopy documents during office hours.
- Meetings with staff will be by appointment only, and alternatives to face-to-face meetings will be used where possible.

LIBRARIES

- Westport and Reefton Libraries will not be open to the public for the time being, but will be offering a click and collect service from Monday 18 May 2020.
- Continued access to e-resources is available by using your Buller District Libraries' membership or by signing up for a digital membership.

NBS THEATRE AND REEFTON CINEMA

- Cinemas in Westport and Reefton remain closed for the time being, while we wait for new movies to become available.