



AGENDA

Ordinary Meeting of the
Buller District Council

Commencing at 3:30PM
Wednesday 30 April 2025

To be held at the
Clocktower Chambers
Palmerston Street
Westport



CORE COUNCILLOR ROLE AND RESPONSIBILITIES

The Governance role entails:

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

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

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

CLEAR AND RESPECTFUL COMMUNICATION

We are committed to:

Actively listening and not interrupting;

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

Responding/answering in a timely manner; and

Being honest, reasonable, and transparent.

TRUST AND RESPECT

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

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

CONTINUOUS LEARNING AND IMPROVEMENT

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

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

NONE OF US IS AS SMART AS ALL OF US

Council

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

Purpose

The Council is responsible for:

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

Terms of Reference

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

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

Buller District Council

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



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BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 1

Prepared by Simon Pickford
Chief Executive Officer

APOLOGIES

1. **REPORT PURPOSE**

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

DRAFT RECOMMENDATION

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

OR

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

BULLER DISTRICT COUNCIL

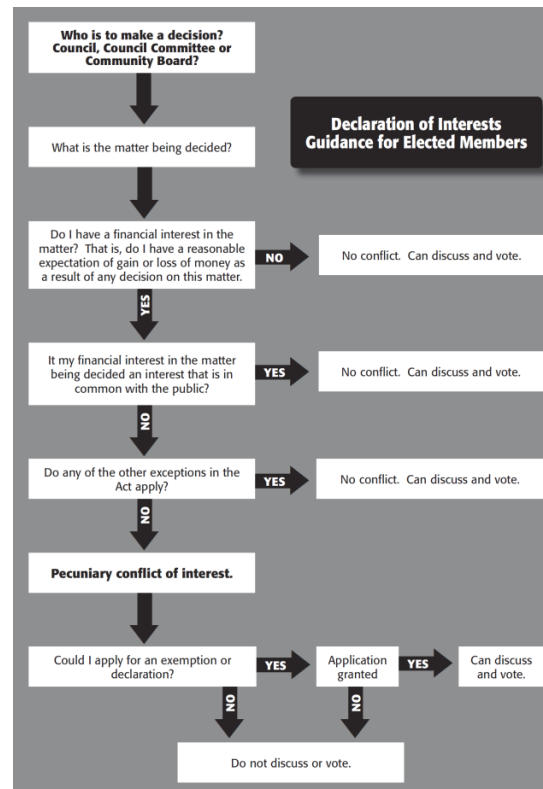
30 APRIL 2025

AGENDA ITEM: 2

Prepared by Simon Pickford
Chief Executive Officer

MEMBERS INTEREST

1. Members are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.
2. Councillors are encouraged to advise the Governance Secretary, of any changes required to their declared Members Interest Register.
3. The attached flowchart may assist members in making that determination (Appendix A from Code of Conduct).



4. DRAFT RECOMMENDATION:

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

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 3

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Council Meeting Public Minutes 26 March 2025
2. Council Extraordinary Meeting Public Minutes 9 April 2025
3. Council Extraordinary Meeting Public Minutes 16 April 2025

CONFIRMATION OF MINUTES

1. **DRAFT RECOMMENDATION**

That Council receive and confirm the Public Minutes from:

- **Council Meeting 26 March 2025**
- **Council Extraordinary Meeting 09 April 2025**
- **Council Extraordinary Meeting 16 April 2025**



ORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT THE 3:30PM ON WEDNESDAY 26 MARCH 2025 AT CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.

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

PRESENT VIA ELECTRONIC LINK: Cr L Webb

IN ATTENDANCE: S Pickford (Chief Executive Officer), S Bastion (Group Manager Regulatory Services), A Blom (Group Manager Infrastructure Services), K Trigg (Group Manager Community Services), P Numan (Group Manager Corporate Services), J Salmond (Corporate and Strategic Planning Manager), N Woodward (Manager Community Engagement), B Little (Senior Policy Advisor), J Ruiz (Waste Management Coordinator), J Curtis (Manager Capital Works), P Zaanen (Project Lead – Master Planning), S Newburry (Senior Engagement Advisor – Resilient Westport)

IN ATTENDANCE VIA ELECTRONIC LINK: C McDonald (Governance Secretary)

MEDIA: Ellen Curnow (Westport News)

PUBLIC FORUM:

Kevin Smith – Speaking about Community Representative for Westport Rating District Joint Committee (PE2)

Margaret Montgomery – Speaking to Master Planning (Item 8)

Garry Howard – Speaking to Master Planning (Item 8)

Tony Bartley – Speaking to Master Planning (Item 8)

Paul Reynolds – Speaking to Master Planning (Item 8)

Margaret Grant – Speaking to negative publicity regarding the Westport Township

MEETING DECLARED OPEN AT: 4.21PM

1. **APOLOGIES (Page 9)**
Discussion: N Tauwhare (IWI Representative)



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

Mayor J Cleine Deputy/Mayor A Basher

11/0

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 10)

Discussion:

Cr G Neylon wanted it noted that the agenda is too long.

Cr R Sampson – Item 9, will participate in discussion and vote.

Cr T O'Keefe – Item 11, will participate in discussion and vote.

Cr L Webb – Item 11, will not participate in discussion or vote

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

Mayor J Cleine/Cr G Weston

11/0

CARRIED UNANIMOUSLY

3. CONFIRMATION OF PREVIOUS MINUTES (Page 11)

Discussion:

Cr G Weston – Public Excluded Minutes.

RESOLVED That Council receive and confirm the Public Minutes from:

- Council Meeting 26 February 2025

Mayor J Cleine/Deputy Mayor A Basher

11/0

CARRIED UNANIMOUSLY

4. ACTION POINTS REPORT (Page 20)

Discussion:

Nil

RESOLVED that Council receive the Action Point list for information.

Mayor J Cleine/Cr A Pfahler

11/0

CARRIED UNANIMOUSLY

5. HEARING OF SUBMISSIONS AND DELIBERATIONS - DRAFT WEST COAST REGIONAL WASTE MINIMISATION AND MANAGEMENT PLAN 2024-2030 (Page 22)

Discussion:

It was noted that only three submitters appeared to speak to their submissions.



It was noted that there was a high percentage of people who wished for soft plastic recycling to be an option.

A Blom spoke to the report and answered questions.

Page 49, paragraph 4 the 'r' is to be removed from the word consumer, it should read consume – *noted and amended*.

Name	Speaking Type	Respondent No.
Frida-Inta	Remotely	24
Tad	In person	30
Neil Stevenson	In person	9
Kair Lippiatt	Statement read by Mayor J Cleine on behalf	24

RESOLVED That Council:

1. Receives the report;
 2. Notes that consultation on the draft West Coast Regional Waste Management and Minimisation Plan 2024 has been undertaken;
 3. Notes that a total of 30 submissions were received from the Buller District on the draft West Coast Regional Waste Management and Minimisation Plan;
 4. Hears from the 5 submitters who wish to speak to their submissions;
- Mayor J Cleine/Cr T O'Keefe**
11/0
CARRIED UNANIMOUSLY
5. Deliberates on all the submissions received;
 6. ~~Resolves that, after considering the submissions made, the following matters be prioritised in the West Coast Regional Waste Management and Minimisation Plan 2024:~~

OR

Resolves that, after considering the submissions made, no changes be made to the Action Plan in the West Coast Regional Waste Management and Minimisation Plan 2024;



7. Instructs the Chief Executive Officer to advise the cross-council team working on the West Coast Regional Waste Management and Minimisation Plan 2024 of this resolution.

Cr A Pfahlert/Cr T O'Keefe

11/0

CARRIED UNANIMOUSLY

6. FORMER REEFTON SERVICE CENTRE – S.40 PUBLIC WORKS ACT 1981 AND S. 182 RESOURCE MANAGEMENT ACT 1991 (Page 179)

Discussion:

K Trigg spoke to the report and answered questions.

Deputy Mayor A Basher departed the meeting at 5:08PM

Deputy Mayor A Basher returned at 5:11PM

Cr T O'Keefe departed the meeting at 5:11PM

Cr T O'Keefe returned at 5:12PM

RESOLVED That Council:

1. Notes that under Section 40 (2) of the Public Works Act 1981 (the Act), the Council must endeavour to sell the land at 66 Broadway, Reefton, described as Sections 178-179 Town of Reefton (the land), to the person from whom it was acquired or to the successor of that person unless any of the exceptions set out in subsections 40(2) or 40(4) of the Act apply;
2. Notes that on 19 May 1969 the Crown acquired the land for the purposes of a post office from T A Dellaca Limited, which subsequently changed its name to Peel Holdings Limited (the company);
3. Notes that the company was put into liquidation and removed from the companies register on 11 December 2004;
4. Notes that the liquidator of the company does not intend to restore the company to the register, so as to be considered for an offer back of the land under section 40 of the Act;
5. Resolves that it would be impracticable to offer to sell the land to the company because the company ceased to exist on 11 December 2004, and accordingly an exception to the offer back requirement applies;
6. Resolves that Designation No.90 in the Operative Buller District Plan being 'Reefton Service Centre' for Council Offices on Sections 178- 179 Town of Reefton is no longer wanted by Council as requiring authority and instructs



the Chief Executive Officer to take all necessary steps to remove the designation from the Operative Buller District Plan'

7. Instructs the Chief Executive Officer to proceed with the disposal of the land; and
8. Delegates to the Chief Executive Officer the power to negotiate and sign any agreement for sale and purchase of the land.

Mayor J Cleine/Cr P Grafton

10/1

**Cr C Reidy against
MOTION CARRIED**

7. APPOINTMENT OF NEW MEMBERS TO THE DISTRICT LICENSING COMMITTEE LIST (Page 187)

Discussion:

S Bastion spoke to the report and answered questions.

Cr A Pfahlert, Cr L Webb, and Deputy Mayor A Basher expressed interest in being part of the District Licensing Committee and their names have been inserted into recommendation five.

RESOLVED That Council:

1. Notes the requirements of the Sale and Supply of Alcohol Act 2012 to establish a District Licensing Committee and maintain a list of DLC members by selecting and appointing at least three members to the DLC, one being the Chairperson;
2. Accepts the resignation from the DLC of Robyn Nahr;
3. Sends a letter of appreciation to Phil Rutherford for his 5 years of service on the DLC;
4. Following the expression of interest process approves the Mayors appointment of Councillor A Pfahlert, Councillor L Webb and Deputy Mayor A Basher to the Buller District Licensing Committee;
5. Instructs the Chief Executive Officer to undertake a community recruitment process in line with guidance from Health Promotion – Health New Zealand for list members;
6. Appoints the Mayor and Councillor Neylon to be part of the Appointment Panel along with the Chief Executive Officer and Group Manager Regulatory Services; and



7. Instructs the Appointment Panel to assess applications, interview applicants with appropriate skills and experience and report back to Council with recommendations.

Cr C Reidy/Mayor J Cleine

11/0

CARRIED UNANIMOUSLY

MEETING ADJOURNED AT 5:26PM

MEETING RECONVENED AT 5:39PM

8. WESTPORT MASTER PLAN COMMUNITY ENGAGEMENT FINDINGS (Page 240)

Discussion:

P Zaanen and S Newbury spoke to the report and answered questions.

S Bastion and J Salmond also answered questions.

RESOLVED That Council

1. Notes the findings and content of the Engagement Report.

Mayor J Cleine/Cr A Pfahlert

11/0

CARRIED UNANIMOUSLY

2. Endorses in principle content and strategies contained within the draft plan.

Mayor J Cleine/Cr A Pfahlert

10/1

**Cr R Sampson against
MOTION CARRIED**

3. Endorses negotiations to:

- a. Seek external seed funding to continue the Master Planning work.

- b. Progress discussions with Landcorp / Pāmu to gain access (via acquisition or any other means) to approx. 300 hectares of Pāmu land as per the location identified within the documentation

- c. Investigate the establishment of the Special Purpose Vehicle

Mayor J Cleine/Cr A Pfahlert

7/4

**Cr G Neylon, Cr R Sampson, Cr C Reidy and Cr L Webb against
MOTION CARRIED**

4. Note that progress on the above outcomes will be reported back to Council.

Mayor J Cleine/Cr A Pfahlert



11/0

CARRIED UNANIMOUSLY

5. Notes the intention of the plan for betterment of the Central Business District of Westport, and that further initiatives to activate this will be actioned pending funding streams.

Mayor J Cleine/Cr A Pfahlert

8/2/1

Cr L Webb and Cr C Reidy against
Cr G Neylon abstained**MOTION CARRIED**

9. COMMUNITY GRANTS: ACCOUNTABILITY REPORT (Page 289)

Discussion:

Clarification was sought from staff regarding the use of funds from Northern Buller Museum, and the recommendation has been amended to read as follows:

RESOLVED That Council receive the Community Grants Accountability Reports for information with the exception of Northern Buller Museum.

Deputy Mayor A Basher/Cr A Pfahlert

11/0

CARRIED UNANIMOUSLY

10. RURAL TRAVEL FUND: ACCOUNTABILITY REPORTS (Page 317)

Discussion:

Nil

RESOLVED That Council receive the Rural Travel Fund Accountability Reports for information.

Cr T O'Keefe/Cr J Howard

11/0

CARRIED UNANIMOUSLY

11. COMMUNITY GRANTS: FUNDING APPLICATIONS (Page 333)

Discussion:

Cr L Webb declared an interest in this item and departed the meeting at 6:50PM

Applications Not Funded

Farm Support Trust

Cr P Grafton/Cr T O'Keefe

9/1

MOTION CARRIED



Waste-Ed with Kate
Cr A Pfahlert/Cr P Grafton
10/0
CARRIED UNANIMOUSLY

Reefton Boxing Gym
Deputy Mayor A Basher/Cr R Sampson
9/1
MOTION CARRIED

Presbyterian Support Upper South Island
Cr A Pfahlert/Cr G Neylon
6/4
MOTION CARRIED

Applications Fully Funded
Buller Budget Advisory Service
Mayor J Cleine/Cr J Howard
9/1
MOTION CARRIED

Buller Netball Centre
Deputy Mayor A Basher/Cr A Pfahlert
10/0
CARRIED UNANIMOUSLY

Kawatiri Kapa Haka Group
Cr A Pfahlert/Cr J Howard
7/3
MOTION CARRIED

Homebuilders West Coast Trust
Deputy Mayor A Basher/Cr A Pfahlert
9/1
MOTION CARRIED

Buller Mining Districts Community Centres Society Incorporated
Cr R Sampson/Cr C Reidy
7/2/1
Cr T O'Keefe abstained (Member Interest)
MOTION CARRIED

Westport Municipal Band
Mayor J Cleine/Cr T O'Keefe
10/0
CARRIED UNANIMOUSLY



Reefton Bowling Club
Cr G Neylon/Cr A Pfahlert
9/1
MOTION CARRIED

Westport Rotary Club
Cr P Grafton/Deputy Mayor A Basher
9/1
MOTION CARRIED

Sunset Speedway
Cr T O'Keefe/Cr P Grafton
8/2
MOTION CARRIED

Applications Partially Funded

Buller Gymnastics Club - \$3,860.00
Deputy Mayor A Basher/Cr T O'Keefe
8/2
MOTION CARRIED

Whenua Iti Outdoors - \$2,000.00
Cr J Howard/Cr G Weston
8/2
MOTION CARRIED

Reefton Motor Camp - \$9,577.60
Mayor J Cleine/Cr T O'Keefe
9/0
Cr G Neylon abstained (Member Interest)
MOTION CARRIED

No	Organisation	Funds Requested (\$)	Funds Granted (\$)
1	Buller Budget Advisory Service	\$8,616.00	\$8,616.00
2	Buller Gymnastics Club	\$4,260.00	\$3,860.00
3	Buller Mining Districts Community Centres Society Incorporated	\$3,840.00	\$3,840.00



4	Buller Netball Centre	\$2,000.00	\$2,000.00
5	Farm Support Trust	\$12,220.00	\$0.00
6	Homebuilders West Coast Trust	\$4,000.00	\$4,000.00
7	Inangahua Junction Reserve and Hall Subcommittee	\$5,735.88	\$0.00
8	Kawatiri Kapa Haka Group	\$1,950.00	\$1,950.00
9	Little Wanganui Hall	\$2,903.90	\$0.00
10	Presbyterian Support Upper South Island	\$5,000.00	\$0.00
11	Reefton Bowling Club	\$786.00	\$786.00
12	Reefton Boxing Gym	\$6,920.00	\$0.00
13	Reefton Motor Camp	\$21,000.00	\$9,577.60
14	Sunset Speedway	\$8,725.69	\$8,725.69
15	Waste-Ed with Kate	\$12,335.38	\$0.00
16	Westport Municipal Band	\$3,844.71	\$3,844.71
17	Westport Rotary Club	\$800.00	\$800.00
18	Whenua Iti Outdoors	\$5,128.00	\$2,000.00



Total	\$101,425.78	
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RESOLVED

1. Council notes a Workshop was held on 12 March 2025 to discuss applications received in the second round.
2. Council notes that the total amount for allocation in the second round of funding is \$50,000.00.
3. Council resolves to consider the applications and determine the allocation of grants funding to be approved for each applicant.

Cr A Pfahlert/Cr T O'Keefe
10/0/0

Cr L Webb abstained
CARRIED UNANIMOUSLY

12. RURAL TRAVEL FUND (RTF): FUNDING APPLICATIONS (Page 444)**Discussion:**

Cr L Webb returned at 7:12PM

Karamea Junior Rugby (JAB) - \$1,400.00

Cr G Weston/Cr A Pfahlert

11/0

CARRIED UNANIMOUSLY

Karamea Volleyball and Football - \$2,000.00

Cr R Sampson/Cr T O'Keefe

11/0

CARRIED UNANIMOUSLY

Buller Gymnastics Club Inc - \$1,560.00

Mayor J Cleine/Cr T O'Keefe

11/0

CARRIED UNANIMOUSLY

Ngakawau-Karamea J.A.B Rugby Club - \$1,000.00

Cr P Grafton/Cr J Howard

9/2

MOTION CARRIED

Reefton Rugby Club - \$3,540.00

Cr P Grafton/Cr J Howard

9/2

MOTION CARRIED



No	Organisation	Funds Requested (\$)	Funds Granted (\$)
1	Buller Gymnastics Club Inc	\$1,560.00	\$1,560.00
2	Karamea Junior Rugby (JAB)	\$1,400.00	\$1,400.00
3	Karamea Volleyball and Football	\$2,000.00	\$2,000.00
4	Ngakawau-Karamea J.A.B Rugby Club	\$1,500.00	\$1,000.00
5	Reefton Boxing Gym	\$7,000.00	
6	Reefton Rugby Club	\$6,000.00	\$3,540.00
7	Westport Amateur Swim Club	\$700.00	
TOTAL		\$12,460.00	

RESOLVED

That Council considers the funding applications and advises of its decision.

Mayor J Cleine/Cr G Weston

11/0

CARRIED UNANIMOUSLY

Deputy Mayor A Basher departed the meeting at 7.27PM

Deputy Mayor A Basher returned at 7.28PM

Cr T O'Keefe departed the meeting at 7.28PM

Cr R Sampson departed the meeting at 7.29PM

Cr T O'Keefe returned at 7.30PM

Cr R Sampson returned at 7.30PM

Agenda Item 14 was addressed next.



14. WESTPORT STORMWATER/WASTEWATER SEPARATION CONSULTATION (Page 478)

Discussion:

J Curtis and A Blom spoke to the report and answered questions.

Cr G Neylon departed the meeting at 7.49PM

G Neylon returned at 7.50PM

RESOLVED That Council

1. Receive the report
2. Approve inclusion of Westport stormwater/wastewater separation options of a regulatory compliance or a rate-funded approach and how this should be recovered (targeted or general rates) as a Long-Term Plan key consultation topic.

Deputy Mayor A Basher/Cr C Reidy
11/0

CARRIED UNANIMOUSLY

Item 13 was addressed next.

13. LONG-TERM PLAN (LTP) DRAFT KEY PERFORMANCE INDICATORS (KPI'S) AND LEVELS OF SERVICE (LOS) ADOPTION REPORT (Page 474)

Discussion:

J Salmond spoke to the report and answered questions.

Some councillors expressed an intention to abstain due to concern at the late inclusion of the attachment to the agenda, leaving insufficient time to review prior to meeting.

RESOLVED That Council:

1. Notes the content of the report
2. Adopts the draft KPI's and Levels of service schedule to be included in the draft 2025-2034 LTP document.
3. Delegates authority to the Chief Executive Officer to make minor amendments, if necessary, prior to the adoption of the draft LTP and consultation document (CD)

Deputy Mayor A Basher/Cr G Neylon
7/0/4 abstain

CARRIED UNANIMOUSLY

15. MAYORS REPORT (Page 509)

Discussion:



Nil

Cr T O'Keefe departed the meeting at 8.00PM

RESOLVED That Council:

1. Receive the report for discussion and information.
2. Notes Inwards and Outwards Correspondence and provides direction for any responses required.

Cr P Grafton/Cr G Weston

10/0

CARRIED UNANIMOUSLY

16. CHIEF EXECUTIVE OFFICER'S REPORT (Page 600)

Discussion:

Nil

RESOLVED That the Chief Executive Officer's Report dated 26 March 2025 be received.

Deputy Mayor A Basher\Cr J Howard

10/0

CARRIED UNANIMOUSLY

17. PORTFOLIO LEADS VERBAL UPDATE (Page 614)

Discussion:

a) Inangahua Community Board – Councillor Webb

Inangahua Community Board still working on forming an allocation committee for Senior housing.

b) Regulatory Environment & Planning - Councillors Neylon and Basher

Nothing to update.

c) Community Services - Councillors Howard and Pfahlert Monday

Next Community Outreach Day is Monday 14 April at Punakaiki 10-12PM and at Charleston Hall 1-3PM.

d) Infrastructure - Councillors Grafton and Weston

Nothing to update.

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

No meeting to date, awaiting information from staff.

Cr G Weston departed the meeting at 8.06PM



- e) **Smaller and Rural Communities - Councillors O'Keefe and Webb**
Nothing to update.
- g) **Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine**
Nothing to update.
- h) **Te Tai o Poutini Plan – Mayor Cleine and Councillor Neylon**
Meeting this Friday (28 March 2025)
- i) **Joint Committee Westport Rating District – Mayor Cleine, Councillor Howard and Councillor Reidy**
Nothing to update.
- j) **Regional Transport Committee – Councillor Grafton**
Nothing to update.

Cr G Weston rejoined the meeting 8.08PM

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

- a) **Inangahua Community Board – Councillor Webb**
- b) **Regulatory Environment & Planning - Councillors Neylon and Basher**
- c) **Community Services - Councillors Howard and Pfahlert**
- d) **Infrastructure - Councillors Grafton and Weston**
- e) **Corporate Policy and Corporate Planning - Councillors Reidy and Sampson**
- f) **Smaller and Rural Communities - Councillors O'Keefe and Webb**
- g) **Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine**
- h) **Te Tai o Poutini Plan – Mayor Cleine and Councillor Neylon**
- i) **Joint Committee Westport Rating District – Mayor Cleine, Councillor Howard and Councillor Reidy**
- j) **Regional Transport Committee – Councillor Grafton**

Mayor J Cleine/Cr P Grafton

10/0

CARRIED UNANIMOUSLY

PUBLIC FORUM RESPONSE:

Mayor J Cleine will provide a written response to all Public Forum speakers:

Kevin Smith
Margaret Montgomery
Garry Howard
Tony Bartley



Paul Reynolds
Margaret Grant

18. PUBLIC EXCLUDED REPORT (Page 615)

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

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Simon Pickford Chief Executive Officer	Confirmation of Previous Public Excluded Minutes	(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or (s 7(2)(j)) - prevent the disclosure or use of official information for improper gain or improper advantage.
PE 2	Simon Pickford Chief Executive Officer	Westport Rating District Joint Committee – Appointment of Community Representative	(s 7 (2)(a)) - protect the privacy of natural persons, including that of deceased natural persons

Cr J Howard departed the meeting at 8.14PM

Cr J Howard returned at 8.15PM

RESOLVED That Council moves into Public Excluded

Mayor J Cleine/Cr P Grafton

10/0

CARRIED UNANIMOUSLY

MOVED INTO PUBLIC EXCLUDED: 8.15PM



EXTRAORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT 1:30PM ON WEDNESDAY 9 APRIL 2025 AT CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.

PRESENT: Mayor J Cleine, Cr P Grafton, Deputy Mayor A Basher, Cr G Neylon, Cr A Pfahlert, Cr C Reidy, Cr J Howard

PRESENT VIA ELECTRONIC LINK: Cr T O'Keefe, Cr L Webb

IN ATTENDANCE: S Pickford (Chief Executive Officer), R Barry (Contract Programme Manager), J Curtis (Manager Capital Works), P Bicknell (Programme Manager – Recovery), S Bastion (Group Manager Regulatory), C Borrell (Governance Assistant)

IN ATTENDANCE VIA ELECTRONIC LINK: P Numan (Group Manager Corporate Services)

MEDIA: NIL

MEETING DECLARED OPEN AT: 1.36PM

1. APOLOGIES (Page 6)

Discussion:

Grant Weston, N Tauwhare (IWI Representative)

RESOLVED that Buller District Council receives apologies from Cr G Weston and N Tauwhare (IWI Representative).

Mayor J Cleine/Cr P Grafton

9/0

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 7)

Discussion:

Cr G Neylon is a member of the Reefton Campground subcommittee and will participate in discussion but will not vote.

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

Mayor J Cleine/Deputy Mayor A Basher

9/0

CARRIED UNANIMOUSLY

Cr R Sampson joined the meeting at 1.38PM



3. PUBLIC EXCLUDED REPORT (Page 8)

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

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Penny Bicknell - Programme Manager	Reefton Campground Accommodation Project	(s 7(2)(b)) - protect information where the making available of the information would i. Disclose a trade secret ii. Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

RESOLVED That Council moves into Public Excluded

Mayor J Cleine/Cr P Grafton

9/0

CARRIED UNANIMOUSLY

MOVED INTO PUBLIC EXCLUDED: 1.39PM



EXTRAORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT 1:30PM ON WEDNESDAY 9 APRIL 2025 AT CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.

PRESENT: Mayor J Cleine, Cr C Reidy, Cr R Sampson, Cr P Grafton, Cr G Weston, Deputy Mayor A Basher, Cr A Pfahler, Cr G Neylon

PRESENT VIA ELECTRONIC LINK: Cr J Howard

IN ATTENDANCE: S Pickford (Chief Executive Officer), S Bastion (Group Manager Regulatory), P Numan (Group Manager Corporate Services), J Curtis (Manager Capital Works), C Borrell (Governance Assistant)

IN ATTENDANCE VIA ELECTRONIC LINK: C McDonald (Governance Secretary)

MEDIA: Nil

MEETING DECLARED OPEN AT: 1.31PM

1. APOLOGIES (Page 6)

Discussion:

Cr T O'Keefe, Cr L Webb, N Tauwhare (Iwi Representative)

RESOLVED

That Buller District Council receives apologies from Cr T O'Keefe, Cr L Webb, and N Tauwhare (Iwi Representative).

Mayor J Cleine/Cr P Grafton

9/0

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 7)

Discussion:

Nil

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

Mayor J Cleine Deputy/Mayor A Basher

9/0

CARRIED UNANIMOUSLY



3. **ELECTION OF TEMPORARY CHAIR AND DEPUTY CHAIR FOR THE RISK AND AUDIT COMMITTEE (Page 8)**

Discussion:

Cr C Reidy believes it is inappropriate to take the position on at this time.

Cr R Sampson indicated no interest in the position.

RESOLVED That Council

1. Notes the resignation of Sharon Roche from the Risk and Audit Committee and thanks her for her service to the organisation in her role as Independent Chair.

Mayor J Cleine/Deputy Mayor A Basher
9/0

CARRIED UNANIMOUSLY

2. Appoint Deputy Mayor Basher temporary Chair for the Risk and Audit Committee until a permanent Independent Chair is appointed.

Cr G Neylon/Cr G Weston
8/1

MOTION CARRIED

- 2a. Appoint Mayor J Cleine as temporary Deputy Chair for the Risk and Audit Committee until a permanent Independent Chair is appointed.

Cr A Pfahlert/Cr G Neylon
9/0

CARRIED UNANIMOUSLY

3. Confirms the temporary appointments should be for a period not exceeding the end of the current triennium.

Cr G Neylon/Cr R Sampson
9/0

CARRIED UNANIMOUSLY

4. Agrees to commence an expressions of interest process for the Independent Chair prior to the 2025 local elections.

Cr C Reidy/Cr A Pfahlert
5/3

MOTION CARRIED

4. **WESTPORT STORMWATER / WASTEWATER SEPARATION OPTIONS, FUNDING AND CONSULTATION (Page 16)**

Discussion:

J Curtis spoke to the report and answered questions.

Meeting adjourned at 2.43PM for staff to gather information for Councillors.

Meeting reconvened at 3.01PM

**RESOLVED** That Council

1. Receive the report.

Mayor J Cleine/Deputy Mayor A Basher

9/0

CARRIED UNANIMOUSLY

2. Rescind the following resolution of the Council meeting 26 March 2025 for Item 14: "Approve inclusion of Westport stormwater/wastewater separation options of a regulatory compliance or a rate-funded approach and how this should be recovered (targeted or general rates) as a Long-Term Plan key consultation topic."

Mayor J Cleine/Cr P Grafton

8/1

Cr C Reidy against

MOTION CARRIED

3. Approve Westport/Carter's Beach stormwater / wastewater separation as the key consultation topic in the draft Long-Term Plan 2025/2034 with the rate-funded scenarios of targeted rates and general rates as matters for consideration in the consultation.

Cr C Reidy/Cr P Grafton

9/0

CARRIED UNANIMOUSLY

4. Note that the consultation document will include reference to other identified scenarios which have been considered and the reasons why they have been discounted.

Cr P Grafton/Cr C Reidy

9/0

CARRIED UNANIMOUSLY

4. PUBLIC EXCLUDED REPORT (Page 26)

RESOLVED

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

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Anthony Blom - Group Manager Infrastructure Services	Waste Management Contract Service Extension	<p>(s 7(2)(b)) - protect information where the making available of the information would</p> <ul style="list-style-type: none"> i. Disclose a trade secret ii. Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.



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Mayor J Cleine/Cr G Neylon
9/0

CARRIED UNANIMOUSLY

MOVED INTO PUBLIC EXCLUDED: 3.09PM

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 4

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Council Action Points April 2025

COUNCIL ACTION POINT LIST

1. **REPORT PURPOSE**

A summary of council resolutions requiring actions.

2. **DRAFT RECOMMENDATION**

That Council receive the Council Action Point List for information.

Council Action Points – CURRENT

No	Meeting Date / Action Point	Responsible	Update	Date Required By
25	28 February 2024 Punakaiki Campground Lease D Marshall to bring back reports to April Council regarding proposal from the Lessee Update 25 September 2024 Staff to report on what needs to come back to Council in terms of decision-making regarding modifications and negotiations to the lease. Update 27 November 2025 Staff to also report on what element of Rate Payer money has been invested into the Campground.	D Marshall M Sutherland P Numan	Staff have been focused on achieving the additional funding from TIF during the last month and on preparing the draft enhanced annual plan. Staff will be contacting the lessee over the effluent system installation in the coming month and will engage and report back on their proposal by end of June. <u>Update 26 June 2024</u> Once the TIF Funding Agreement has been received and approved by Council, staff will contact the lessee regarding the effluent system project and report back to the August 2024 meeting. <u>Update 31 July</u> The 28 August Update is to include Camp Development Plans of the Lessee <u>Update 28 August</u> Due to staff illness this will be included in the September update to Council with the update on the Punakaiki Wastewater Treatment Plant <u>Update 19 Sept 2024</u> Commencement of negotiations are being deferred until after the completion of the upgrade of the Punakaiki Wastewater Treatment Plant and due to staff changes in the Property Portfolio. <u>Update 9 October 2024</u> Development of options for leasing and ownership of the Punakaiki Beach Camp will be undertaken following the completion of the Punakaiki Beach Camp Wastewater Disposal System Upgrade (expected completion by end of October 2024) <u>Updated 12 November 2024</u> The Punakaiki Beach Camp Wastewater Disposal System Upgrade was completed by the end of October 2024 and the work is not in its maintenance period that expires in March 2025. This Action Point is now referred to the Group Manager Corporate Services with regards to the lease conditions and an update on this is to be brought to the December Council Meeting. <u>Update 12 December 2024</u> Once all the information requested is gathered, a report outlining this information will be brought back to Council in the new year <u>Update February 2025</u> Punakaiki Campground lease rental review is due November 2025. As part of facilitating the lease rental review - Council needs to update the Asset Management Plan. An Independent Contractor has been engaged to perform this work and once finalised an update will be reported to Council. <u>Update March 2025</u> Asset Management Plan report due for completion 30 June 2025. Rent review due for completion following 16/11/25 review as detailed in Lease terms and conditions.	26 June 2024 28 August 2024 25 September 2024 30 October 2024 27 November 2024 18 December 2024 26 February 2025 26 March 2025 Ongoing
26	28 February 2024 Brougham House Update Staff will report back in December 2024 on progress update on options being considered for Brougham House, EOC and Library.	K Trigg A Blom	<u>Update 30 October 2024</u> Staff to investigate if the report needs to come to council prior to 18 December meeting. <u>Update 12 December 2024</u> A report is due to come back to Council in the new year from Infrastructure Services to outline options. <u>Update March 2025</u> Report planned for April Council meeting. <u>Update April 2025</u> Staff working on this report have been consumed by the LTP, so the Brougham report had to be deprioritised.	18 December 2024 26 February 2025 26 March 2025 30 April 2025 28 May 2025

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 5

Prepared by Bronwyn Little
Senior Policy Advisor

Reviewed by Krissy Trigg
Group Manager Community Services

Public Excluded: No

PROPERTY RATIONALISATION PROJECT UPDATE

1. **REPORT PURPOSE**

This report updates Council with the latest information regarding the property rationalisation project. It includes updates on the properties which have been approved for disposal by Council which remain in various stages of sale or preparation for sale.

2. **EXECUTIVE SUMMARY**

- Two identified properties for disposal are currently under a joint sales and purchase agreement in Denniston.
- Marketing underway for one property in Waimangaroa and planning is underway for marketing the former service centre in Reefton.
- Pre-marketing preparation for the final four identified properties - two in Denniston and two in Reefton.

3. **DISCUSSION**

Following the direction set in the Long-Term Plan 2021-2031 the Council Property Rationalisation Project has identified a number of council-owned properties which are recommended for sale. Four groups of properties have been approved for disposal in the reports to the 30 March 2022, 27 April 2022, 29 March 2023 and 24 May 2024 Council meetings.

4. To date six properties have been sold on the open market and two are subject to a joint sales and purchase agreement. There are currently a further six properties which are in various stages of marketing or preparation for sale.

COUNCIL LAND APPROVED FOR DIVESTING		
1	William/Bridge/Don Streets, former depot Reefton (Sections 845 - 854 Town of Reefton SO 9594 and Section 1357 Town of Reefton SO 9879)	<ul style="list-style-type: none"> Majority of property on HAIL register: <i>Verified HAIL site: risk not quantified</i> Preliminary Site Investigation report completed 2022 Legal road through the property to be stopped through provisions of Local Government Act 2002 (Council decision 26 March 2025) - underway. Valuation underway. S.40 Public Works Act 1981 (PWA1981) offer back to Minister of Land Information underway. Separation of Section 1357 from adjoining property record of title to follow.
2	Boswell Street Denniston - Lot 2 DP 1987, Record of Title NL68/279 (172m ²)	<ul style="list-style-type: none"> S 40 PWA1981 advice received No further action required Marketed as package with Part Section 90 Town Of Denniston (3) below Sale and Purchase agreement for both in progress
3	Gillies St (north) Denniston - Part Section 90 TN Of Denniston, Record of Title NL20/89 (546m ²)	<ul style="list-style-type: none"> S 40 PWA1981 advice received No further action required Marketed as package with Lot 2 DP 1987 (2) above Sale and Purchase agreement for both in progress
4	Corner Gillies and Boswell Streets – Denniston Part Section 67 TN OF Denniston, Record of Title NL33/90 (383m ²)	<ul style="list-style-type: none"> S 40 PWA1981 advice received Further work underway to identify former owners or their successors
5	Gillies Street (south) Denniston - Lot 1 DP 542 Record of Title NL39/95 (413m ²)	<ul style="list-style-type: none"> S 40 PWA1981 advice received Further work underway to identify former owners or their successors

6	7 Aiken Street, Waimangaroa - Lot 70 DP 21 Blk II Kawatiri SD, Record of Title NL12A/96	<ul style="list-style-type: none"> • Land purchased as part of abandoned land process • S 40 PWA1981 advice received • Marketing underway
7	66 Broadway Reefton Sections 178-179 Town of Reefton Record of Title NL 8B/1024 (Former Reefton Service Centre)	<ul style="list-style-type: none"> • S40 PWA 1981 obligations satisfied, and designation removed under Resource Management Act 1991 (Council meeting 26 March 2025) • Moving forward with marketing
8	119 and 121 Broadway Reefton Lot 1 DP 11987 Town of Reefton Record of Title NL10D/406 (Former Senior Housing units)	<ul style="list-style-type: none"> • Legal advice being sought on S40 PWA 1981 obligations • Subdivision will be required – quote for costs underway

5. The standard considerations have been thoroughly evaluated, and there are no additional comments at this time.

6. **DRAFT RECOMMENDATION**
That the Property Rationalisation Project Update dated 30 April 2025 be received.

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 6

Prepared by Anthony Morton
Electoral Officer

Reviewed by Paul Numan
Group Manager Corporate Services

Public Excluded: No

ORDER OF CANDIDATES FOR 2025 TRIENNIAL ELECTION

1. **EXECUTIVE SUMMARY**

The Local Electoral Regulations 2001 (Regulation 31) allows Council the choice of three options for ordering candidate names on voting papers.

2. Clause 31(1) of the Local Electoral Regulations 2001 allows Council to decide whether candidate names are to be arranged on the voting documents in alphabetical order of surname, pseudo-random order, or random order. In the absence of any Council resolution approving another arrangement, the candidate names must be arranged in alphabetical order of surname.

3. **DRAFT RECOMMENDATION**

That Council...

Pursuant to Clause 31(1) of the Local Electoral Act Regulations 2001, confirm that the names of the candidates at the 2025 triennial council elections for Buller District Council and any subsequent by-elections be arranged in random order of surname.

4. **ISSUES & DISCUSSION**

5. **BACKGROUND**

For the 2022 triennial elections, Grey and Westland District Councils used random order for their elections and either have or are expected to do so again for their 2025 elections. West Coast Regional Council used alphabetical order for their 2022 elections and have recently resolved to continue with that option for 2025.

6. It has previously been suggested that ordering candidates by random order leads to more instances of informal¹ voting, but that has not been evident in the past 5 election cycles that electionz.com have processed votes for.
7. While the use of mixed voting methods has resulted in an increase in informal¹ votes, as noted above, there is no evidence that random ordering results in increased informal¹ voting.
8. **OPTIONS**
9. **Option 1 – Alphabetical Order**
This order option is self-explanatory and was commonly used prior to printer software development in the early 2000's and is the default option if council opts not to resolve a preference.
10. One of the perceived weaknesses of this method is that candidates listed in the top half of any alphabetically ordered list receive an electoral advantage. The limited research carried out on this issue in both New Zealand and international elections has confirmed this. As the recommendation of candidate order is one of the few remaining decisions elected members are required to make on the election process, more local authorities are moving away from using this method to remove that perception of bias.
11. **Option 2 – Pseudo-random Order**
This has been the order used for recent Buller District Council elections. Under this arrangement, the order of candidates is drawn by lot, and then all voting papers are printed using that set order of candidate names.
12. With the printer software development in the early 2000's, this order option has become less popular. Historically there was an additional cost to print voting papers in a fully randomised order, but the software development has now removed that obstacle. While the pseudo-random method provides an element of randomisation, the fact that candidate names would still be ordered in the same order on all voting papers still leaves the opportunity of perceived advantage for those names appearing at the top of the list. More councils are adopting the fully random order to remove that perception.

informal¹ – an electoral officer is required to treat as informal any part of a voting paper where the elector has either voted for more candidates than they're entitled to vote for or have marked the voting paper in that section in such a way that their intended preference cannot be determined.

13. **Option 3 – Random Order**
Under this arrangement, the names of the candidates for each issue are shown in random order on each voting document, utilising printing software that facilitates this process.
14. Historically, there have been additional costs charged for printing and processing voting papers for councils that have adopted the random order of candidate names. However, with software advancements, this is no longer the case.
15. With the removal of any cost penalty, more councils are adopting to order the candidate names on their voting documents in random order.
16. **RECOMMENDED OPTION**
The recommended option is option three.
17. **NEXT STEPS**
Should option three be adopted then the order of candidates for the 2025 Triennial Election will be printed in random order.
18. **CONSIDERATIONS**
19. **Strategic Impact**
Not applicable to this report.
20. **Significance Assessment**
Section 76AA of the Local Government Act requires the Council to adopt a policy on significance and engagement. The Council Policy on significance can be found by clicking the following link:
<https://bullerdc.govt.nz/media/f2ofzb4z/buller-district-council-significance-and-engagement-policy-2021-2031-ltp.pdf>
21. This report is assessed as being low significance.
22. **Risk Management Implications / Opportunities**
The following risks or opportunities are identified with the issues identified in this report.
23. **Engagement - external**
There has been no external engagement relating to this report.
24. **Engagement – internal**
There has been no internal engagement relating to this report.

25. **Policy & Legislative Considerations**

As mentioned in the outline above, Council is not bound to make a resolution, but if not, the default system of alphabetical order must be used.

26. **Māori Impact Statement**

The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.

27. **Financial Considerations**

There are no financial considerations to this report.

28. **Communication Internal / External**

Once a decision has been made, this would be relayed in the public notice requirements under the provisions of the Local Electoral Act 2001.

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 7

Prepared by John Salmond
Corporate and Strategic Planning Manager

Reviewed by Simon Pickford
Chief Executive Officer

Attachments 1. Extract of Schedule 3: Rules Governing the Number and Appointment and Cessation of Office of the Trustees

Public Excluded: No

DEVELOPMENT WEST COAST APPOINTMENTS PANEL REPRESENTATIVE

1. **EXECUTIVE SUMMARY**

As the Appointed Trustee on Development West Coast's (DWC) Board, Sam MacDonald's term is due to expire on 30 June 2025. DWC.

2. This appointment is made by an Appointments Panel comprised of a person appointed by resolution by each of the district and regional councils.
3. Council needs to resolve an appointee to the Panel.

4. **DRAFT RECOMMENDATION**

That Council:

1. Receive this report

2. Appoint Mayor Cleine or another Councillor as the BDC representative on the Development West Coast Appointments Panel.

5. **ISSUES & DISCUSSION**

6. **BACKGROUND**

The composition of the DWC's board includes an "Appointed Trustee" who is selected by an Appointments Panel comprised of members determined by resolution from each of the four West Coast Councils.

7. The term of the Appointed Trustee is up to three years from the date of appointment.

8. An Appointed Trustee may serve more than one term as a Trustee.

9. The Appointments Panel consists of:

- a) 1 person appointed by resolution of the Buller District Council;
- b) 1 person appointed by resolution of the Grey District Council;
- c) 1 person appointed by resolution of the Westland District Council;
- d) 1 person appointed by resolution of the West Coast Regional District Council;

10. Once a Buller District Council (BDC) appointment panel representative has been selected, the Panel will then determine the next steps.

11. **OPTIONS**

Not applicable.

12. **NEXT STEPS**

Once Council has selected a representative to the Appointments Panel, DWC will be informed.

13. **CONSIDERATIONS**

14. **Strategic Impact**

Not applicable.

15. **Significance Assessment**

Section 76AA of the Local Government Act requires the Council to adopt a policy on significance and engagement. The Council Policy on significance can be found by clicking the following link:

16. <https://bullerdc.govt.nz/media/f2ofzb4z/buller-district-council-significance-and-engagement-policy-2021-2031-ltp.pdf>

17. This report is assessed as being low significance.

18. **Risk Management Implications / Opportunities**

Not applicable.

19. **Policy & Legislative Considerations**

There are no policies relevant to this issue.

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

20. **Māori Impact Statement**

The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.

21. **Financial Considerations**

There is no financial implication relevant to this decision.

22. **Communication Internal / External**

There has been no internal or external engagement.

Extract: of Schedule 3: Rules Governing the Number and Appointment and Cessation of Office of the Trustees

3. Appointed Trustee

- 3.1 The Appointed Trustee shall be appointed by a majority vote of an appointments panel (the **Panel**).
- 3.2 The term of the Appointed Trustee is up to three years from the date of appointment. An Appointed Trustee may serve more than one term as a Trustee.
- 3.3 The Panel shall consult with the Trust prior to the commencement of the appointment process.
- 3.4 The Panel shall appoint the Appointed Trustee in accordance with this clause [3](#) and with clause [8.1](#) of this schedule.
- 3.5 The Panel is to consist of natural persons as follows:
 - (a) 1 person appointed by resolution of the Buller District Council or its successors;
 - (b) 1 person appointed by resolution of the Grey District Council or its successors;
 - (c) 1 person appointed by resolution of the Westland District Council or its successors; and
 - (d) 1 person appointed by resolution of the West Coast Regional Council or its successors.
- 3.6 Each member of the Panel has a single vote.
- 3.7 A member of the Panel:
 - (a) must act independently; and
 - (b) is not responsible to the person who appointed the member or whom the member represents.
- 3.8 A member of the Panel will cease to hold office where:
 - (a) he or she resigns; or
 - (b) the Council that appointed the person removes that person from the Panel.
- 3.9 Other than as set out in this Deed, the Panel may regulate its procedures as it sees fit.
- 3.10 The Panel may, by majority vote and in consultation with the Trust, remove the Appointed Trustee and appoint a replacement Appointed Trustee at any time.
- 3.11 If the Appointed Trustee ceases to be a Trustee pursuant to clause 10 of this schedule, a new Trustee will be appointed by the Panel pursuant to clause [3.1](#) of this schedule.

- 3.12 In the event that the position of Appointed Trustee is vacant and the Panel is unable to decide on the appointment of an Appointed Trustee, the position of Appointed Trustee will remain vacant until such time as an Appointed Trustee is appointed by the Panel pursuant to clause [3.1](#) of this schedule.
- 3.13 Where the Panel considers it is necessary, the Panel may appoint an independent facilitator to assist it in appointing the Appointed Trustee. The Trust will pay the reasonable professional fees of any facilitator appointed under this clause.

8. Trustee Appointment Criteria

- 8.1 The Appointed Trustee, Tangata Whenua Trustees, Independent Trustee and Independent Finance, Audit and Risk Trustee may only be appointed as Trustees if they have two or more of the following or such other attributes as Trustees determine and notify to the relevant appointors from time to time:
- (a) specialist financial skills;
 - (b) specialist commercial skills;
 - (c) specialist entrepreneurial skills;
 - (d) local connection with, knowledge of or experience with the West Coast;
 - (e) private sector governance knowledge and experience;
 - (f) local government sector knowledge and experience;
 - (g) experience with economic development agencies and organisations;
 - (h) knowledge and experience in sectors or industries key to the West Coast; and
 - (i) ability to deliver on the Trust's Objects and Strategic Plan;

11. Trustee Eligibility

- 11.1 A person is not permitted to be a Trustee if he or she is a person to whom one of clauses 10.1(d) to 10.1(k) applies or is:
- (a) an elected member of any of the West Coast Councils;
 - (b) a Member of Parliament;
 - (c) a full time permanent employee of any of the West Coast Councils.

BULLER DISTRICT COUNCIL

30 April 2025

AGENDA ITEM: 8

Prepared by Jess Curtis
Manager Capital Works, Procurement Manager

Reviewed by Anthony Blom
Group Manager Infrastructure Services

Attachments 1. Statement of Proposal - Zone 1 Rubbish Collection Consultation
2. Zone 1 Rubbish Collection Consultation - Submissions Outcome
3. Council Public Agenda 26 June 2024 – Item 7

WASTE MANAGEMENT CONTRACT RENEWAL - SCOPE OF SERVICES VARIATION

1. **REPORT SUMMARY**
2. Council went to open market on the 16 September 2024 seeking proposals from waste management companies interested in delivering the entire operation of the Buller waste management services and facilities for a 10-year period from 1 July 2025, once the existing contracts expire.
3. The scope of services included in the Request for Proposal (RFP) was:
 - Provide Zone 1 Rubbish and Recycling collection
 - Operation of the Westport and Reefton Resource Recovery Centres and Transfer stations
 - Operation of the Karamea Landfill and Resource Recovery Centre
 - Operation of the Maruia Landfill
 - Emptying of public litter rubbish bins
4. Through the procurement process, proposals were received that identified operational risks. These risks were communicated to Councillors in a workshop on 22 January 2025 specifically relating to:
 - Uncertainty of waste collection income through the proposed Pay-as-you-Throw (PAYT) model
 - Uncertainty of Transfer Station income and costs
 - Significant increases in the operational cost of two landfills
5. To complete the risk mitigation identified above, the RFP released in September 2024 will need to be modified to reflect the changes required in the Scope of Services.

6. **DRAFT RECOMMENDATION**

That Council...

1. Receives the report

2. Rescind the following resolution of the Council meeting 26 June 2024 for Item 7:

“Approves Option 3 for Zone 1 rubbish collection services, to be provided by Council through a contractor, with a 120L wheelie bin and funded via a Pay-As-You-Throw model for implementation from 1 July 2025.”

3. Approves the new Rubbish Collection Model for Zone 1 of rubbish collection services to be provided through a contractor on behalf of the Council, by using 120L and 240L wheelie bin (user choice), funded via targeted rates for those who do not opt-out.

4. Approves that households in Zone 1 may opt out of the rubbish collection services if they wish, and that no refuse collection rate would apply to that property.

5. Notes that opt-out properties will still be rated for other waste management services, such as recycling.

6. Approves that the Westport and Reefton Resource Recovery Centres be operated through a contractor who retains the revenue, sets the gate fees, and covers the operational and rubbish disposal costs.

7. Approves a separate procurement process of the contract to operate the Karamea and Maruia landfills.

8. Notes that as consultation was completed in April 2024 and the June 2024 resolution has not yet been implemented, no further consultation is required.

7. **ISSUES & DISCUSSION**

8. **Scope of services consultation and decision**

In August 2023, a Zone 1 rubbish public consultation proposed a change from the current PAYT service, using 60L refuse bags to a rate funded 120L wheelie bin collection service that was to be implemented from 1 July 2025. The benefits stated in the proposal included reduction in overall costs, maximising economies of scale, combat illegal dumping and strengthening residents' satisfaction.

9. It had been noted that in total, 339 submissions were received in response to the consultation. This was a high response rate for a formal consultation process and one of the larger responses Council had seen for a formal consultation in the Buller District.
10. Some commentary supporting a shift to collecting rubbish in wheelie bins was identified. However, concerns about a move from the current PAYT approach to funding rubbish collection via a standard uniform charge (rates funded) were recurrent. Other concerns were related to the cost on households that make minimum use of the kerbside rubbish collection service and the removal of the current financial incentive to minimise rubbish. Overall, 73% of submitters were opposed to the proposal; their main concern was the move from the current PAYT approach to a compulsory rate funded system.
11. In April 2024, Council reconsulted with the Buller community on the proposed changes to rubbish collection services. In this proposal, four options were presented, stating all the advantages and disadvantages of each option. See **Attachment 1. Zone 1 Rubbish Collection Consultation - Statement of Proposal**
12. The four options consulted were:

Option 1: *Status quo – A private sector contractor provides a weekly pre-paid bag and wheelie bin collection via ‘Pay As You Throw’ (PAYT). The contractor sets pricing and charges for the service.*

Option 2: *A private sector contractor provides wheelie bin collection via PAYT. The contractor sets pricing and charges for the service.*

Option 3: *Council, through a private contractor, provides a fortnightly wheelie bin collection with a single 120-litre bin size, via PAYT. Council sets pricing and charges for the service (each household will receive a 120-litre wheelie bin).*

Option 4: *Council, through a private contractor, provides a fortnightly wheelie bin collection with several different bin size options, i.e. 80 litres, 120 litres or 240 litres. Council sets a rate for each bin size and charges via targeted rates (each household will receive a 120-litre wheelie bin unless they opt for a different size).*
13. 150 submitters presented their proposal in the second consultation. 35% of the submitters prefer the option 1, 7% preferred the option 2, 15% preferred the option 3 and 30% preferred the option 4. Overall, the submitters indicated their preference to continue with a PAYT approach reflected in the 57% of the submitters who opted for the options 1, 2 and 3 that offered a PAYT model. The use of wheelie bins for rubbish collection (either universal rates charge or via one of the Pay as You Thow models) was the option selected by the 52% of the submitters that chose options 2, 3, and 4.

14. The main feedback from the submitters was:
- Pay As You Throw model is a fair approach as the rubbish charge would reflect the quantities generated. Several of them said that they use a few bags per year and rubbish paid by rates would penalise lower rubbish generators.
 - Council should keep the status quo (rubbish bags) since the current system is very flexible, offers an incentive to reduce waste and suits many residents very well (the current system allows use of as many bags as you want or need).
 - Council should not charge residents who don't use the rubbish collection system and prefer other disposal methods, such as dropping off rubbish at the transfer station.
 - Rates are expensive enough without rubbish collection and residents with lower incomes cannot afford more Council charges.
 - Council rubbish collection model would support ratepayers committed to a sustainable lifestyle, those who minimise waste, make compost at home, have an organic property, or reuse when possible. Mandatory rubbish collection is unfair to them.
 - Some users who preferred rates funded system expressed that a targeted funded model suits the needs of the wider community, would result in the best value for money, it is more cost-effective than the other options, and it could reduce overall rubbish costs.
 - Universal charges system (rates funded) will reduce illegal rubbish dumping and waste burning.
 - Rates funded system works very well in other regions and is a common approach in New Zealand.
 - Bags are impractical and hard to keep sanitary when putting out. A few expressed a desire to remove bags from the environment.
 - Different sizes of bins are a fair approach and would suit people who produce less waste.
 - Council should control prices and charges and keep the profit in Buller, instead of continuing to use private contractors.
 - A local disposal option, such as a closer landfill, is required and Council needs to define a more cost-effective way for waste disposal.
15. The Rubbish Consultation Report may be seen in the **Attachment 2**. Zone 1 Rubbish Collection Consultation - Submissions Outcome.
16. The Council meeting of 26 June 2024 approved *Option 3: Council, through a private contractor, provides a fortnightly wheelie bin collection with a single 120-litre bin size, via PAYT. Council sets pricing and charges for the service (each household will receive a 120-litre wheelie bin)* for implementation from 1 July 2025.
17. It was noted that the tender recommendations resulting from the procurement process will return to Council for final review and approval before awarding a contract (**Attachment 3**. Council Public Agenda 26 June 2024 - Item 7). The advantages and disadvantages including risks of Option 3 were outlined in the report.

18. Despite the disadvantages stated in the report and in the Statement of Proposal, the reasons considered by the staff to recommend Option 3 were:
- This option meets the principle of PAYT- users would not be charged with fixed charges. Instead of that, they would only pay every time their bin is emptied.
 - Households that minimise waste would pay less because they would only pay for the quantities generated.
 - It allows the continuation of the User Pays system while moving away from bags, leading to improved Health & Safety and environmental containment.
 - 120L wheelie bin would allow fortnightly collections; instead of weekly collections - reducing overall operational cost.
 - The procurement process would allow suppliers a way of providing alternatives to reduce the operations risks from the PAYT model operation.
19. The outcome of this meant that from 1 July 2025, all ratepayers living in Zone 1– except those on roads where the service is not provided – would be supplied with a 120L wheelie bin, the collection service would be fortnightly and there would be a charge made if a bin is picked up (PAYT model).
20. **Procurement Process and Risk identification**
Waste Management services in Buller are managed through three contract agreements. The first includes Zone 1 rubbish and recycling kerbside collection services, and the Westport and Reefton transfer stations operation through Smart Environmental Ltd (SEL).
21. This contract was awarded in February 2014 and is due to end on the 30 June 2025 after a previous extension of 16 months.
22. The second contract is for the Karamea landfill and Resource Recovery Centre through WestReef (WRSL).
23. The third contract is for Maruia landfill also through WRSL. All three contracts are due to end on the 30 June 2025.
24. Council went to open market on the 16 September of 2024 seeking proposals from waste management companies interested in delivering the entire operation of the Buller waste management services and facilities for a 10-year period from 1 July 2025, once the existing contracts with SEL and WRSL have expired.
25. The table below shows the scope of services included in the Request for Proposal (RFP):

SERVICE	DESCRIPTION
Zone 1 Rubbish collection	<ul style="list-style-type: none"> - Kerbside collection by a 120L wheelie bin - Pay as you throw model operation - Consolidation of rubbish and transport from District to a nominated disposal facility - Council retains revenues and set charges
Zone 1 Recycling collection	<ul style="list-style-type: none"> - Kerbside collection by a 240L wheelie bin and a 45L crate for glass - Processing and sale of recyclables
Operation of the Westport and Reefton Resource Recovery Centres and Transfer stations	<ul style="list-style-type: none"> - Consolidation of rubbish and transport from District to a nominated disposal facility - Operation of the recycling drop off areas - Operation of the refuse station - Operation of the Construction & Demolition recovery facility (new service - Westport only) - Operation of the green waste facility, including handling and processing - Operation of Re-use Shops (new service) - Processing and sale of recyclables - Support of stewardship programmes (e-waste, batteries recycling, tyres, polystyrene) - Council retains revenues (new)
Operation of the Karamea Landfill and Resource Recovery Centre	<ul style="list-style-type: none"> - Landfill operations disposal and site maintenance - Operation of the Resource Recovery Centre - Re-use Shop operation - Processing and sale of recyclables - Support of stewardship programmes (e-waste, batteries recycling, tyres) - Council retains revenues
Operation of the Maruia Landfill	<ul style="list-style-type: none"> - Landfill operations disposal and site maintenance - Operation of a portable recycling container - Processing and sale of recyclables - Council retains revenues
Emptying of public litter rubbish	<ul style="list-style-type: none"> - Emptying of litter bins located in main areas of Westport, Reefton, Ikamatua, Seddonville and Karamea, including rubbish disposal

26. Proposals from tenderers were received and evaluated by a Tender Evaluation Team (TET). Following the tender evaluation, the following operational risks were identified:
- Uncertainty about the amount of revenue to be received from the operation of the Westport and Reefton Resource Recovery Centre,
 - Rubbish Collection via a PAYT model does not guarantee bins will be put out regularly, however the route costs will remain the same,

- Operational risks exist with the use of pre-paid tags or Radio Frequency Identification (RFID) from the PAYT model, as there is a risk of tag fraud, particularly being stolen or reused, and
- Karamea and Maruia communities would face a significant increase in waste management rates and/or gate fees.

27. To allow for an assessment of the risks and the development of risk mitigation strategies, tenderers were notified of delays to the tender notification process. The table below shows the outcome of the risk assessment and mitigation measures identified by Council for each risk.

No.	Risk identification	Risk mitigation measure
1.	<p>Uncertainty about the amount of revenue to be received from the operation of the Westport and Reefton Resource Recovery Centre.</p> <p>If Council retains the gate fees income for operation of the Westport and Reefton Resource Recovery Centre (currently retained by the contractor), Council will have to cover the sites operational costs and rubbish disposal cost as well (around \$1.2M p/a). However, the sum of revenue to be obtained is uncertain.</p>	<p>Due to uncertainty around the amount of revenue to be received, it is recommended that the contractor operates the transfer stations and retain revenues from fees and charges, including revenues from sale of recyclables. They would set gate fees and would cover all operational costs and rubbish disposal costs.</p>
2.	<p>Uncertainty in residents' participation in the rubbish collection service</p> <p>The Rubbish Collection via Pay as you throw (PAYT) model does not guarantee bins will be put out regularly, but the route costs will remain the same.</p> <p>Therefore, if residents' participation in the rubbish collection service is less than expected, it may lead to a decrease in revenue. This reduction in revenue would need to be balanced against operational costs, potentially resulting in increased expenses for Council.</p>	<p>Council would offer a wheelie bin collection with two bin size options, 120L or 240L (users choose), with optimised cost structures for each bin size. Therefore, users that minimise waste can opt for a smaller bin at a lower cost.</p> <p>While the model would be funded via targeted rates, users would have the option to opt-out of the collection scheme, which means users that opt not to have bin, would have the waste rate portion removed from their rates.</p> <p>Users that opt-out could have the option to drop off their rubbish to the resource recovery centres (charges apply) or could arrange a private collection service with a commercial operator.</p> <p>This option provides a user-pays solution for waste collection.</p>

No.	Risk identification	Risk mitigation measure
3.	Operational risk with the use of pre-paid tags or RFID for the PAYT model. If a pre-paid tag is used, there is a risk of tag fraud, particularly being stolen when placed on the bins or reused. There is no method to prove if a bin tag was used or stolen, so, the risk of 'return to empty', or overwriting the information, cost falls on Council. If RFID is used, some users would have difficulty obtaining access to the system, due to the RFID scheme requiring the use of a Mobile App or Website.	Users that choose to remain on the rubbish collection service would pay the service via targeted rates. This measure would remove the operational risks with pre-paid tags and/or RFID, as well as the likely significant administration and logistical costs of a PAYT Option ¹ .
4.	Karamea and Maruia communities would face a significant increase in waste management rates and/or gate fees. The operational costs submitted from the proposals for the operation of the Karamea and Marua landfills were almost three times higher than the currently operational costs with no change or improvement in the level of service. This means the level of services would remain the same but at a higher cost and would result in a landfill gate increase of up to 10 times the current fees.	Remove the operation of the Karamea and Maruia landfills from the tender and procure these services through a separate procurement process.

¹ Conversations with other councils who use a similar PAYT model have highlighted significant and unplanned administration and logistical costs – this could result in the need for two additional FTE to manage this.

28. With the development of risk mitigation strategies identified above, tenderers were notified that Council proposed to modify the Scope of Services. Council explained to tenderers that this will be run through a revised contract and tender process and requested that tenderers confirmed that their organisation would be prepared to receive revised procurement documents once finalised. All tenderers confirmed their interest in remaining part of the procurement process.
29. These risks had not been fully explored as part of the scope of services, and the increased operational risk (and cost) of the two landfill sites was only known once the price envelopes were analysed.

30. **New Proposed Rubbish Collection Model**

The new proposed model is a mixture of the previous options 3 and 4 of the Statement of Proposal used for the consultation round of May 2024. The new proposed model involves:

- A fortnightly rubbish collection service provided by the Council through a contractor;
- A choice of 120L or 240L wheelie bin, or opting out entirely;
- Charging through targeted rates set as a flat annual charge differentiated based on bin size with no charge if the household has opted out.

31. The consultation in April 2024 identified two bins size options with targeted rates costs for each as:

- 120L wheelie bin with the previously estimated rates charge of \$295 per annum (collected fortnightly)
- 240L wheelie bin with the previously estimated rates charge of \$435 per annum (collected fortnightly)

32. These costs have been estimated based on every household staying in the wheelie bin programme without opting out. The unknowns are what size bin household will choose and the number of households that will opt-out. Impacts to targeted rates will be re-estimated once the procurement process is completed in late 2025.

33. The main differences between the 26 June 2024 resolution and the proposed model are:

- Charging under the proposed model is not based on actual consumption but is a flat amount irrespective of use (assuming there has not been a total opt-out). In effect it is a charge for availability, rather than use. This is compared to the current PAYT model which is user pays.
- Charging through rates will be directed to the owner, compared to charging through the purchase of bin tags which would be through an occupier. Charging through rates should allow a landlord to recover such costs from their tenants.

34. Given the differences between the currently approved model and proposed model, a fresh resolution is required through this report.

35. **OPTIONS**

36. **Option 1 – Status Quo**

Continue to progress the resolution of the Council meeting 26 June 2024 - approves Option 3 for Zone 1 rubbish collection services, to be provided by Council through a contractor, with a 120L wheelie bin and funded via a Pay-As-You-Throw model for implementation from 1 July 2025

37. **Advantages**

- Continuation of previously agreed model post-consultation.

38. **Disadvantages**

- Operational risks with pre-paid tags and/or RFID, as well as the likely significant administration and logistical costs of a PAYT option identified are unable to be mitigated.
- An extension of the current waste management contracts is required to allow time for mobilisation of equipment.

39. **Option 2 – New Rubbish Collection Model**

Rescind the 26 June 2024 approval and move to a new Rubbish Collection Model involving:

- A fortnightly rubbish collection service provided by the Council through a contractor;
- A choice of 120L or 240L wheelie bin, or opting out entirely;
- Charging through targeted rates set as a flat annual charge differentiated based on bin size with no charge if the household has opted out.

40. **Advantages**

- Operational and financial risks identified are able to be mitigated.
 - Council will have better wheelie-bin income certainty
 - Transfer station commercial risk will sit with the contractor (who can better manage that risk)
 - Operational costs of both landfills will not increase significantly.

41. **Disadvantages**

- Further procurement activities are required to reprice the new scope of services and evaluate the submissions and source operators for the Karamea and Maruia landfills.
- An extension of the current waste management contracts is required to allow time for further procurement activities.

42. **PREFERRED OPTION**

The preferred option is Option 2 as this option allows the operational and financial risk to be mitigated.

43. **NEXT STEPS**

The table below provides the actions, next steps and potential timelines required to complete the Procurement Process:

Action	Estimated timeframe
1. Council endorsement of the amended Scope of Services	30 April 2025
2. Procurement documents amended and endorsed	May 2025
3. Amended Request for Proposal and release to the current tenderers	June 2025
4. Request for Proposals closes	July 2025
5. Request for proposals evaluation completed	July 2025

Action	Estimated timeframe
6. Contract awarding endorsed by Council	September 2025
7. Contract awarding notified	September 2025
8. Mobilisation periods start	September 2025
9. Contract starts	1 July 2026

44. **Project Costs**

Costs to date for this project are approx. \$423,000 with a further \$60,000 estimated to complete the works.

45. **CONSIDERATIONS**

46. **Strategic Impact**

Council must ensure the waste management services meet the strategic direction for the district, the Long-Term Plan 2025-2034, the Waste Management Act and the Waste Minimisation Management Plan.

47. **Significance Assessment**

This report is assessed as **medium significance** according to the criteria established in the Council Significance and Engagement Policy due to:

- The Buller Waste Management Services operational cost is approximately 6% of the Council annual operational budget.
- Council rates might be increased depending on the final waste management services contract that is awarded.
- Significant alteration in the intended level of services, specifically in the change on the Zone 1 rubbish collection model.
- The Zone 1 rubbish collection service has previously generated high level of community interest.

48. However, as consultation was completed in April 2024 and the June 2024 resolution has not yet been implemented, legal opinion is that there is sufficient knowledge of community views on the Proposed Model and therefore no further consultation is required.

49. **Risk Management Implications / Opportunities**

There has been a broad external engagement related to waste management. In August 2023 and May 2024, public consultation procedures were undertaken to consult with the community regarding the Rubbish Collection Service change of level of services. After two Consultation Procedures, Council decided in June 2024 to implement a fortnightly 120L rubbish wheelie bin collection funded by a Pay-As-You-Throw model. Legal advice received indicates there is sufficient knowledge of community views on the Proposed Model and therefore further consultation is not required.

50. With regards to the internal engagement, meetings and discussion have been held with the Finance and Communication and Engagement teams to coordinate the implementation of the new contract.
51. **Policy & Legislative Considerations**
Legal advice has been received for both the amended procurement process and the impacts of the proposed model. This advice is included in the discussion points above.
52. **Māori Impact Statement**
The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.
53. **Financial Considerations**
Budgets will be reviewed as part of a future Annual Plan prior to adoption.
54. **Communication Internal / External**
Council will continue engagement with community to inform about the change implementation considering a range of approaches such as:
- Update of LetsTalk
 - A media release will go out after the Council decision is made
 - Keep consistent messages through Council's channels

BULLER
COUNCIL
Whānau o Kawatiri



Have
your
say!

Zone One Rubbish Collection Consultation

Statement of Proposal April 2024 | To be implemented from 1 July 2025

The current situation in zone one

Background

Under the requirements of the Waste Minimisation Act 2008 Buller District Council must promote effective and efficient waste management and minimisation within the District. This is achieved by:

- Having a Regional Waste Minimisation and Management Plan.
- Providing a rubbish and recycling collection for zone one households in Westport and Reefton.
- Providing for a rubbish and recyclable materials drop off at transfer stations in Westport and Reefton and at Maruia and Karamea small landfills.

This proposal applies only to the rubbish collection service for households in zone one. Zone one covers Westport, the areas from Westport to the North until Mōkihinui Bridge, including Seddonville, Granity and Waimangaroa, Cape Foulwind, Charleston, Fox River and Punakaiki to the South and Buller Gorge Road, Inangahua, Reefton, Blackball, Ikamatua to the East.

The current waste management level of service offered in zones two and three are not proposed to change.

Current kerbside rubbish collection service in zone one

A kerbside rubbish collection service is currently offered via a private commercial operation managed and operated by Smart Environmental Ltd. The service is a Pay As You Throw (PAYT) model using either 60 litre official rubbish bags or a private wheelie bin service on a periodic basis. The official rubbish bags are currently sold for \$9.10 incl. GST. Bin costs vary depending on the bin size and collection frequency and the prices are set by Smart Environmental Ltd. This service is self-funding and not subsidised by Council.

Current kerbside recycling collection service in zone one

A kerbside recycling collection service is currently provided using a 240L recycling bin and a 45L glass crate, funded by Council via the waste management rate currently at \$178 incl. GST per annum. The service is delivered by Smart Environmental Ltd on behalf of the Council. The kerbside recycling collection system in zone one is not proposed to change.



Transfer stations and landfills

Transfer stations located at Westport and Reefton accept rubbish and recyclable materials. The public can also drop off rubbish and some recyclable material at Karamea landfill and Maruia landfill.

Rubbish from zone one households in Westport and Reefton is transported to Nelson's York Valley Landfill. Recyclable materials are transported to the materials recovery facility operated by Smart Environmental Ltd in Westport, they are then sorted into different products and transported to markets around the country and abroad.

Drivers for change

Issues to be addressed

A number of issues were identified and presented to Council in July 2023, which suggest it is timely to make a change to kerbside household collections:

- The waste collection sector is moving away from bags to wheelie bins for health and safety reasons. Wheelie bins reduce the risk of infection from waste and manual handling injuries.
- The Ministry for the Environment has announced the standardisation of household collection services focussed on recyclable materials and food waste.
- There is ongoing illegal dumping across the District and providing a consistent service for all households is anticipated to reduce illegal dumping.
- By controlling services, Council is able to invest on behalf of the community to capture more materials for recycling and recovery.
- By providing a universal household collection service to the specified areas of the Buller District, Council is able to manage costs for each household.

Decision to reconsult

The outcomes of the consultation and subsequent options and scenarios were presented in a report to Council on 13 December 2023. The first decision Council needed to make was whether to maintain the delivery of Zone one rubbish collection through the private sector (which is the status quo), or for Council to take over to provide the service via a delivery contractor. The second decision was whether to continue with a bag collection or to introduce wheelie bins. The third decision was whether to introduce the new service without further community consultation, to reconsult with the community on the recommended options using estimated costs or to reconsult with the community using tender prices.

At the December 2023 meeting, Council resolved to select four options to consult on for the Zone one rubbish collection. Two of which were to be private sector driven (Option Status Quo and Option 1B) the other two options were Council driven (Option 2B and Option 2E).

The Council December 2023 meeting agenda can be found at: <https://bullerdc.govt.nz/media/qjxnb235/231213-council-agenda-public.pdf>

Council resolved to reconsult with the community on the recommended options using estimated costs.

Zone one rubbish collection consultation 2023

Council agreed at its July 2023 meeting to consult with the community on a proposed change in the delivery of Zone one rubbish collection. The consultation took place from 7 August to 8 September 2023 and proposed four key changes:

- 1. A shift from using 60 litre rubbish bags to having a 120 litre wheelie bin provided by Council.**
- 2. Mandatory rubbish and recycling collection.**
- 3. Changing from weekly to fortnightly rubbish collection.**
- 4. Paying for rubbish and recycling collection through rates (rather than buying rubbish bags) i.e. a targeted universal rate charge.**

Written and oral submissions highlighted a range of views from the community including some supporting a shift to collection of rubbish in wheelie bins, concerns about a shift away from the current 'pay as you throw' approach, concerns about making rubbish collection mandatory and few specific comments about Council delivering the rubbish collection through a third party.

The consultation resulted in a range of submissions and public views and feedback on the proposal. Overall, 73% of the submitters were opposed to the proposal.

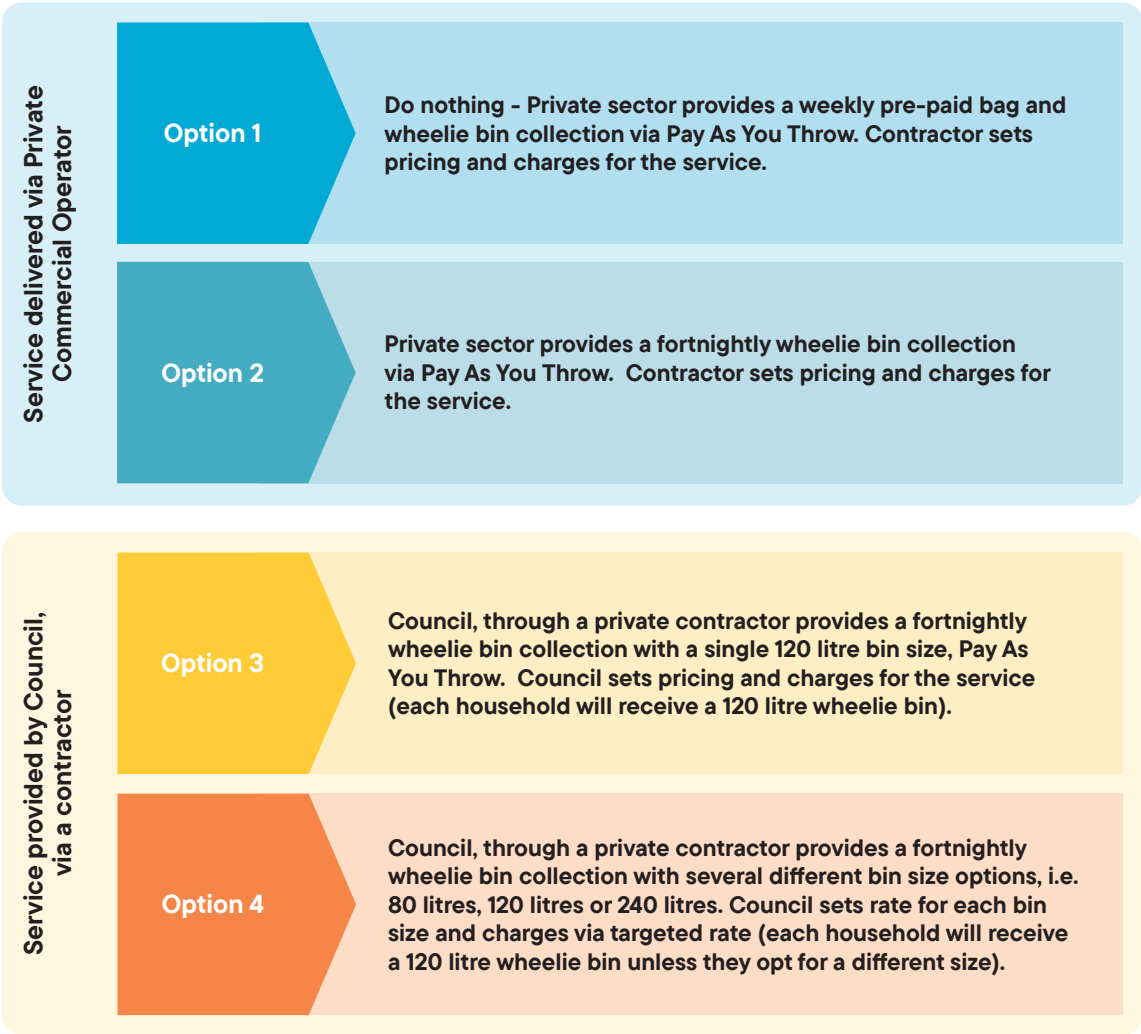


The proposal

Council is proposing changes to the way that rubbish collection services are delivered and funded in zone one from 1 July 2025.

All costs presented in this Statement of Proposal are in 2023/24 financial year figures to allow an accurate comparison of options in today's pricing. They will be subject to change when implemented in 2025.

There are four options to consider through this consultation:



The above options do not include the current recycling rate of \$178, - incl GST as of 2023/24 financial year. The options have been estimated in today's dollars for the purposes of consultation on a comparison between differing levels of service for rubbish collection. The recycling rate will continue to be in addition to these costs.

The option Council decides on will be rolled out for all households in Zone one with rubbish collection. The table that follows provides the cost estimates, advantages and disadvantages of each option.

Consultation options

Service delivered via Private Commercial Operator

Option 1

Status Quo - Private sector provides a weekly pre-paid bag and wheelie bin collection via Pay As You Throw. Contractor sets pricing and charges for the service.

Current cost to the ratepayer

Bags

\$9.10	per 60 litre bag
\$236.60	per annum (for one 60 litre bag per fortnight)
\$473.20	per annum (for one 60 litre bag per week)
\$946.40	per annum (for two 60 litre bags per week)

120 litre wheelie bin

\$28.50	per pick up
\$741.00	per annum (collected fortnightly)

240 litre wheelie bin

\$39.30	per pick up
\$1,021.80	per annum (collected fortnightly)

Option 2

Private sector provides a fortnightly wheelie bin collection via Pay As You Throw. Contractor sets pricing and charges for the service.

120 litre wheelie bin

\$24.50	per pick up
\$637	per annum (collected fortnightly)

240 litre wheelie bin

\$34.50	per pick up
\$897	per annum (collected fortnightly)

Service provided by Council, via a contractor

Option 3

Council, through a private contractor provides a fortnightly wheelie bin collection with a single 120 litre bin size, Pay As You Throw. Council sets pricing and charges for the service.

120 litre wheelie bin

\$17.00	per pick up
\$442.00	per annum (collected fortnightly)

The initial cost for the bin is included in the cost per pick up or the per annum charge.

There will be no one-off charge to users for the bin.

Option 4

Council, through a private contractor provides a fortnightly wheelie bin collection with several different bin size options, i.e. 80 litres, 120 litres or 240 litres. Council sets rate for each bin size and charges via targeted rate.

80 litre wheelie bin

\$245	per annum (collected fortnightly)
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120 litre wheelie bin

\$295	per annum (collected fortnightly)
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240 litre wheelie bin

\$435	per annum (collected fortnightly)
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The initial cost for the bin is included in the targeted rate. There will be no one-off charge to users for the bin.

Estimated cost to the ratepayer

Service delivered via Private Commercial Operator

Option 1

Option 2

Advantages

- Users only pay for what they use, via pre-purchased bags, bin tags payment methods can be introduced by the contractor.
 - Wheelie bins can allow fortnightly collection instead of weekly, this will be defined by the contractor to optimise the delivery service.
 - Households that minimise waste (produce less than one bag per fortnight) will pay less.
- Users only pay for what they use, via pre-purchased bin tags.
 - Wheelie bins can allow fortnightly collection instead of weekly.
 - Improved Health & Safety and environmental containment versus current rubbish bags.

Disadvantages

- Households are required to purchase pre-paid rubbish bags or arrange for a wheelie bin service from a private contractor.
 - Price per household is likely to be higher for Pay As You Throw compared to Targeted Rate funded service for the higher users and rubbish generators.
 - Increased illegal dumping risks if Contractor-set pricing too high.
 - Households are likely to minimise the number of times they put their bin or bag out, potentially resulting in smelly rubbish.
 - If pre-paid tags are used for wheelie bins, some may get stolen.
 - Bag collections result in more health and safety issues for the contractor.
 - Service inefficiency as routes operate regardless
- Households are required to arrange for a wheelie bin service from a private contractor.
 - Price per household is likely to be higher for Pay As You Throw compared to Targeted Rate funded service.
 - Increased illegal dumping risks if Contractor-set pricing too high.
 - Households are likely to minimise the number of times they put their bin out, potentially resulting in smelly rubbish.
 - If pre-paid tags are used for wheelie bins, some may get stolen.
 - Service inefficiency as routes operate regardless of collection quantity.

Service provided by Council, via a contractor

Option 3

Option 4

- Users only pay for what they use, via pre-purchased bin tags.
- Each household will receive a 120 litre wheelie bin).
- Wheelie bins can allow fortnightly collection.
- Improved Health & Safety and environmental containment versus current rubbish bags.

- Several bin size options available (80 litre, 120 litre, 240 litre) and potential for optimised cost structures.
- Each household will receive a 120 litre wheelie bin unless they opt for a different size.
- Households that minimise waste can opt for a smaller bin at a lower cost.
- The availability of a refuse bin for residents with regular pick-up times, that is already charged for via rates, is likely to lead to a more appropriate disposal of waste and may potentially reduce illegal dumping.
- Improved Health & Safety and environmental containment versus current rubbish bags. Households do not need to purchase pre-paid rubbish bags or arrange for a wheelie bin service from a private contractor.
- Price per household is likely to be lower for fortnightly collection compared to weekly collection.

- Upfront Council establishment and ongoing administration costs as well as the management for collection services.
- Service inefficiency as routes operate regardless of collection quantity.
- Price per household is likely to be higher for Pay As You Throw compared to Targeted Rate funded service.
- Higher collection costs may result in illegal dumping.
- Households are likely to minimise the number of times they put their bin out, potentially resulting in smelly rubbish.
- If pre-paid tags are used for wheelie bins, some may get stolen.
- Council needs to account for the procurement of wheelie bins. This cost will need to be recovered either over the life of the bins or the life of the contract.

- Upfront Council establishment and ongoing administration costs as well as the management of the collection services.
- Not a user pays model, Council rates paid regardless of service level required or used.
- No cost incentive to minimise household rubbish disposal within bin size capacity.
- Landlords will pay for their tenant's rubbish collection and may pass this on through an increase in rent.
- Council needs to account for the procurement of wheelie bins. This cost will need to be recovered either over the life of the bins or the life of the contract.
- Illegal dumping may still continue from some sectors of the community.



BULLER
DISTRICT COUNCIL
Te Kaunihera O Kawatiri



Have
your
say!

We are seeking your feedback

The Local Government Act 2002, requires councils to consult with residents and affected parties on significant changes to levels of service.

This means that Council seeks the community's views about the proposed changes to the Zone one rubbish collection through a public consultation before any final decisions are made. Anyone can give feedback on the proposal including individuals, organisations, and businesses.

Community feedback opens Friday, 12 April 2024 and closes at 4.30pm on Monday 20 May 2024. Late submissions will not be considered.

You can give your feedback by:



Online

Completing an online submission form.

<https://www.surveymonkey.com/r/Zone1rubbishcollection>



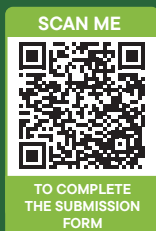
Hard copy

Complete a hard copy submission form, and return your submission to the mail slot at Council Offices in Brougham Street, Westport or the Reefton Visitor and Service Centre.



Talk to us

Staff are available during drop-in sessions to discuss any aspects of the proposal. You can find dates, times and locations on www.bullerdc.govt.nz.



To find out more

Visit Council's website www.bullerdc.govt.nz/have-your-say/zone-1-rubbish-collection-consultation/



Rubbish collection consultation Zone 1

**Submissions outcome
May 2024**

A. Introduction

This report compiles feedback from the Zone 1 rubbish collection special consultative procedure carried out between 12 April and 20 May 2024 in the Buller District. The consultation aimed to seek feedback about the rubbish collection services in Zone 1 that will be implemented from July 2025 onwards.

The report describes the current rubbish collection services offered in Zone 1 and highlights the points that prompted Council to consider changing the way rubbish collection is managed.

The report summarises the statement of proposal, which included the four options on which the community was invited to provide feedback. It presents the submission results, including an analysis of the qualitative data (comments) outlining the submitter's reason for choosing one option.

It's important to note that this public consultation represents the feedback and views of the participants that choose to engage and may not capture all the broader community's perspectives. However, the insights collected will help councillors to make an informed decision about the Zone 1 rubbish collection services from July 2025 onwards.

B. Context

B1. Current rubbish collection in Zone 1

The rubbish and recycling collection Zone 1 covers the areas from Westport to the North until Mōkihinui Bridge, including Seddonville, Granity and Waimangaroa, Cape Foulwind, Charleston, Fox River and Punakaiki to the South and Buller Gorge Road, Inangahua, Reefton, Blackball, Ikamatua to the east.

In this area a kerbside rubbish collection service is currently offered via a private commercial operation managed and operated by Smart Environmental Ltd. The service is a Pay As You Throw (PAYT) model using either 60 litre official rubbish bags or a private wheelie bin service on a periodic basis. The official rubbish bags are currently sold for \$9.10 incl. GST. (2023/24 FY costs). Bin costs vary depending on the bin size and collection frequency. The prices are set by Smart Environmental Ltd. This service is self-funding and not subsidised by Council.

A kerbside recycling collection service is currently provided using a 240L recycling bin and a 45L glass crate, funded by Council via waste management rates (currently at \$178 incl. GST per annum). The service is delivered by Smart Environmental Ltd on behalf of Council. The kerbside recycling collection system in Zone 1 is not proposed to change.

B2. Drivers to change

Several issues been identified in the last years in the waste management sector, which suggest it is timely to make a change to the household collections:

- The waste collection sector is moving from bags to wheelie bins for health and safety reasons. Wheelie bins reduce the risk of infection from waste and manual handling injuries.
- The Ministry for the Environment has announced the standardisation of household collection services focussed on recyclable materials and food waste.
- Illegal dumping continues across the district, and providing a consistent service for all households is anticipated to aid in mitigation and go some way to reduce it.
- By controlling services, Council can invest on behalf of the community to capture more materials for recycling and recovery.
- By providing a universal household collection service to the specified areas of the Buller District, Council can manage the costs for each household.

B3. Consultation 2023

Council agreed at its July 2023 meeting to consult with the community on a proposed change in the delivery of the rubbish collection in Zone 1. The consultation took place from 7 August to 8 September 2023 and proposed four key changes:

1. A shift from using 60 litre rubbish bags to having a 120 litre wheelie bin provided by Council.
2. Mandatory rubbish and recycling collection.
3. Changing from weekly to fortnightly rubbish collection.
4. Paying for rubbish and recycling collection through rates (rather than buying rubbish bags).

The consultation resulted in a range of submissions and public views and feedback on the proposal. Some commentary supporting a shift to collecting rubbish in wheelie bins was identified. However, concerns about a move from the current 'pay as you throw' approach to funding rubbish collection via a standard uniform charge were recurrent.

Other concerns were related to the cost on households that make minimum use of the kerbside rubbish collection service and the removing of the current financial incentive to minimise rubbish. Overall, 73% of the submitters were opposed to the proposal.

At the December 2023 Council meeting, Council resolved to select four options to reconult with the community for the Zone 1 rubbish collection.

C. Consultation 2024

C1. Summary of the Statement of Proposal 2024

The Statement of Proposal included four options on how Council could change how household rubbish collection services are delivered and funded in Zone 1 from 1 July 2025. It is important to outline that:

- All costs presented in the Statement of Proposal are in 2023/24 financial year figures to allow an accurate comparison of options in today's pricing. These will be subject to change when implemented in July 2025.
- The four options do not include the recycling rate, which will be in addition to these costs. (The recycling rate is \$178, —incl GST as of the 2023/24 financial year.)
- The option Council decides on will be rolled out for all households in Zone 1 with rubbish collection from July 2025.

The four options included in the Statement of Proposal are briefly outlined below. Two are delivered via a private commercial operator (Option 1 and 2) and two are provided by Council, via a contractor (Option 3 and 4).

Option 1 Status Quo - Private sector provides a weekly pre-paid bag and wheelie bin collection via Pay As You Throw. Contractor sets pricing and charges for the service.

Cost to the ratepayer: \$9.10 per 60L bag. (actual cost)

Option 2 Private sector provides a 120L fortnightly wheelie bin collection via Pay As You Throw. Contractor sets pricing and charges for the service

Cost to the ratepayer: \$24.50 per pick (estimated cost)

Option 3 Council, through a private contractor provides a fortnightly wheelie bin collection with a single 120 litre bin size, Pay As You Throw. Council sets pricing and charges for the service (each household will receive a 120-litre wheelie bin).

Cost to the ratepayer: \$17.00 per pick (estimated cost)

Option 4 Council, through a private contractor provides a fortnightly wheelie bin collection with several different bin size options, i.e. 80 litres, 120 litres or 240 litres. Council sets rate for each bin size and charges via targeted rate (each household will receive a 120-litre wheelie bin unless they opt for a different size).

Cost to the ratepayer: \$245 per annum per 80L bins (estimated cost)

\$295 per annum per 120L bins (estimated cost)

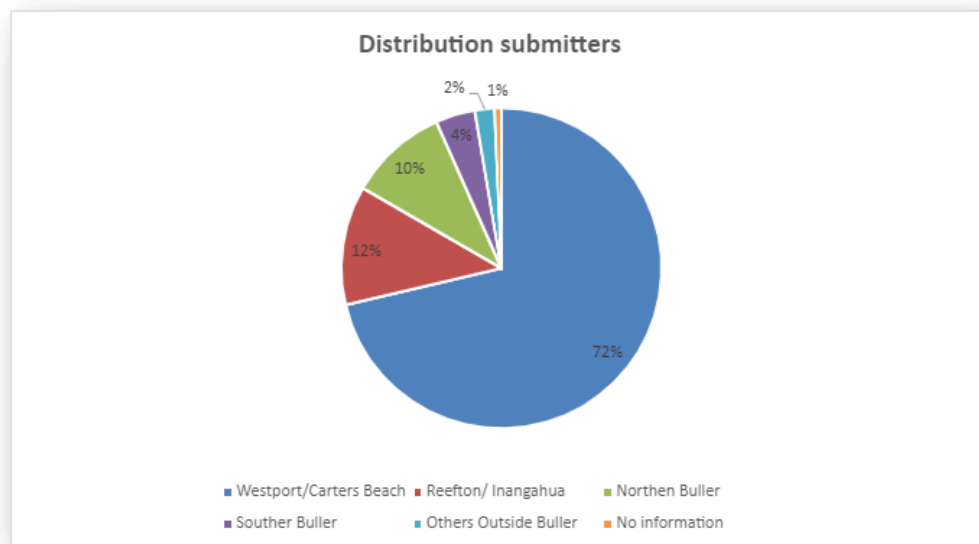
\$445 per annum per 240L bins (estimated cost)

C2. Submission analysis and results

Geographic location of submitters and submission return

In total **150 submissions** were received (88 online and 62 written) and a total of **18 submitters** wanted to speak to their submissions.

The following graph shows the geographical distribution of the submitters. 72% were from Westport, 12% from Inangahua/Reefton, 10% from Northern Buller, 4% from southern Buller (including Charleston and Punakaiki), 2% were from outside the district and 1% did not provide their location.



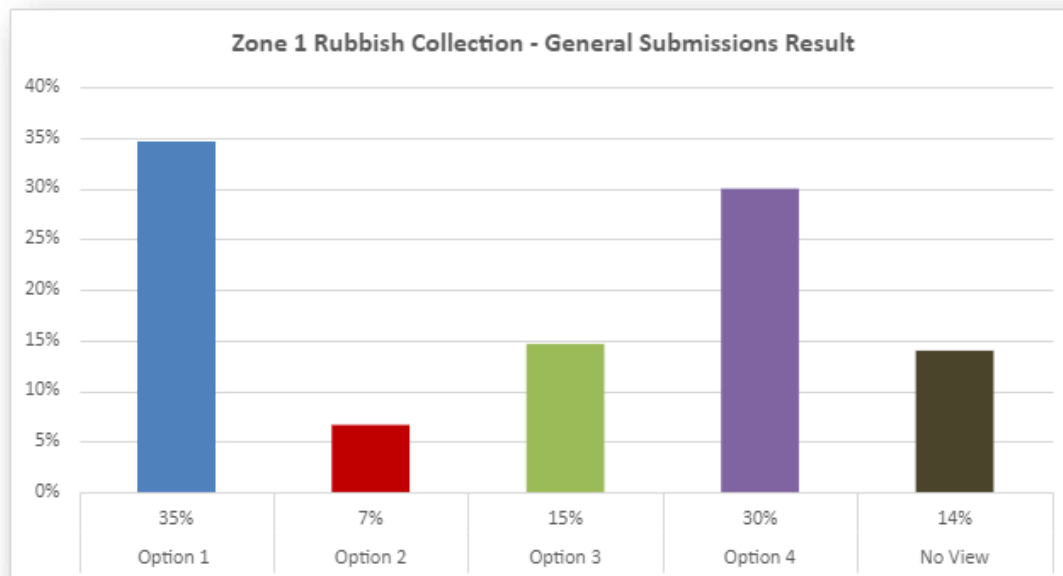
Options for rubbish collection in Zone 1

Submitters indicated which was their preferred option for how rubbish is collected and funded in Zone 1 from July 2024 onwards.

The summary below outlines the results which are displayed in the graph on the next page.

- 35% preferred Option 1
- 30% preferred Option 4
- 15% preferred Option 3
- 7% preferred Option 2

14% of the submissions provided either no clear indication of an option or they marked two or more options. These submissions are counted as offering 'no view' and are recorded as such.



Overall, the submitters indicated a preference for the Pay As You Throw model reflected in the 57% of the submitters who opted for the options 1, 2 and 3 that offer a Pay As You Throw model.

The use of wheelie bins for rubbish collection (either universal rates charge or via one of the two Pay as You Throw models) was the option selected by the 52% of the submitters (Option 2,3,4).

Qualitative analyses of comments

115 submitters commented on the proposal as part of the submission process, and 35 did not leave a comment. These comments were analysed, and the insights are summarised in the following section.

The table below summarises the main reasons why submitters preferred one of the options.

Option	Main reasons to choose the option
Option 1	Submitters who preferred Option 1 said they prefer a Pay As You Throw model as this is a fair approach and the rubbish charge would reflect the quantities generated. Several of them said that they use a few bags per year and rubbish paid by rates would penalise lower rubbish generators.

	<p>Others also expressed that the Council should keep the status quo since the current system is very flexible and suits them well. Some also said that Council should not charge residents who don't use the rubbish collection system and prefer other disposal methods, such as dropping off rubbish at the transfer station.</p> <p>Concerns that rates are expensive enough without rubbish collection and that residents with lower incomes cannot afford more council charges were also common.</p> <p>Some expressed that this option would support ratepayers committed to a sustainable lifestyle, those who minimise waste, make compost at home, have an organic property, or reuse when possible. They emphasised that mandatory rubbish collection is unfair to them.</p>
Option 2	Submitters who prefer Option 2 expressed that a user pay model is their preferred approach. They highlighted that they do not use the rubbish collection services because they drop off rubbish at the transfer station.
Option 3	Submitters who selected Option 3 expressed that this option meets the principle of Pay as You Throw while moving away from bags. Some of them also said that they like this option because it gives the Council more control over charges and prices.
Option 4	<p>Submitters who chose Option 4 expressed that they preferred this option because they think it better suits the needs of the wider community. It results in the best value for money, it is more cost-effective than the other options, and it reduces overall rubbish costs.</p> <p>Several of them also outlined that they like the universal charges system because they hope it will reduce illegal rubbish dumping and waste burning. Some highlight that this system works very well in other regions and is a common approach in New Zealand.</p> <p>They also gave positive feedback about the change from bags to bins, since bags are impractical and hard to keep sanitary when putting out. Some expressed that different sizes of bins are a fair approach and would suit people who produce less waste. A few expressed a desire to remove bags from the environment.</p>
No View	Several submitters did not choose any option or chose two or more options, which resulted in an invalid options submissions. These people however took the opportunity to comment, which has been captured in this report. In general, the commentary included, that the consultation did not provide prices through an open tender. Also, they highlighted what they felt was a lack of information to make an informed decision.

Further comments analysis

A more detailed analysis of the submitter's comments focused on common themes and their frequency. The results are listed below.

- 14 submitters emphasised they prefer a Pay As You Throw model, which they think is a fair option. Council would charge according to the quantities generated with this system.
- 10 stated that Council should control prices and charges and keep the profit in Buller, instead of continuing to use private contractors.
- 9 expressed that a rubbish collection using bins and funded by rates is appropriate, suits the community's needs and offers the best value for money.
- 8 respondents expressed that they are low waste generators and make waste minimisation efforts such as composting, reuse and recycle. Some of them believe Council should support ratepayers who make efforts to reduce waste.
- 8 agreed that a local disposal option, such as a closer landfill, is required and that Council needs to define a more cost-effective way for waste disposal.
- 7 submitters said they prefer Status Quo because the current system is very flexible, suits them well, and offers an incentive to reduce waste.
- 7 mentioned that they do not need a rubbish collection system as they use other disposal methods, such as taking rubbish to the dump or having a dump at home. A rate-based method would not benefit them.
- 6 cited that a rubbish collection targeted fund model would help to reduce illegally dumped waste, burning waste or storing waste in the back yard.
- 6 singled out that the proposal lacked information to decide and did not provide confirmed prices.
- 4 mentioned preferring bins rather than bags because bags are impractical, hard to keep clean, and are easily ripped by animals.
- 3 submitters expressed that they do not want another rate increase on top of the general rates.
- 3 said that rubbish collection using bins and funded by rates works well in other regions of the country and is a common approach in New Zealand.
- 3 said that they like the idea of being able to choose the size of the bin.

BULLER DISTRICT COUNCIL

26 JUNE 2024

AGENDA ITEM: 7

Prepared by Eric de Boer
Manager Infrastructure Delivery

Reviewed by Mike Duff
Group Manager Infrastructure Services

Attachments: Nil

Public Excluded: No

ZONE 1 RUBBISH COLLECTION LEVEL OF SERVICE – COUNCIL DECISION

1. REPORT SUMMARY

The report presents a summary of the 2024 consultation process for the Zone 1 rubbish collection level of service, including the Hearings and Deliberations where Council indicated its preference for Option 3.

Option 3 is a fortnightly wheelie bin service funded on a Pay-As-You-Throw model, to be ready for implementation from 1 July 2025

The report outlines the key aspects, advantages, and disadvantages of the model, as well as some experiences from other Councils around New Zealand that have implemented the same system.

2. DRAFT RECOMMENDATION

That Council:

- 1. Receives the report.**
- 2. Approves Option 3 for Zone 1 rubbish collection services, to be provided by Council through a contractor, with a 120L wheelie bin and funded via a Pay-As-You-Throw model for implementation from 1 July 2025.**

3. Delegates the Chief Executive Officer authority to approve the Procurement Plan to tender the Option 3 Zone 1 rubbish collection services.
4. Notes that the tender recommendations resulting from the procurement process will return to Council for final review and approval before awarding a contract.

3. ISSUES & DISCUSSION

3.1 Background

3.1.1 Zone 1 Rubbish Consultation Round (2024)

At the December 2023, Council resolved to reconsult with the community on the Zone 1 rubbish collection proposing four options:

- | | |
|-----------------|---|
| Option 1 | Status Quo - Private sector provides a weekly pre-paid bag and wheelie bin collection via Pay-As-You-Throw. Contractor sets pricing and charges for the service.

Cost \$9.10 per 60L bag. (actual cost) |
| Option 2 | Private sector provides a 120L fortnightly wheelie bin collection via Pay-As-You-Throw. Contractor sets pricing and charges for the service

Cost \$24.50 per pick (estimated cost) |
| Option 3 | Council, through a private contractor provides a fortnightly wheelie bin collection with a single 120 litre bin size, Pay-As-You-Throw. Council sets pricing and charges for the service (each household will receive a 120-litre wheelie bin).

Cost \$17.00 per pick (estimated cost) |
| Option 4 | Council, through a private contractor provides a fortnightly wheelie bin collection with several different bin size options, i.e. 80 litres, 120 litres or 240 litres. Council sets rate for each bin size and charges via targeted rate (each household will receive a 120-litre wheelie bin unless they opt for a different size).

Cost \$245 per annum per 80L bins (estimated cost)
\$295 per annum per 120L bins (estimated cost)
\$435 per annum per 240L bins (estimated cost) |

In total 150 submissions were received. Most respondents favoured staying with the Option 1 which was the status quo (35%) following by Option 4 which was a universal bin service funded via rates (30%).

3.1.2 Zone 1 Rubbish Consultation Hearings

The Hearings took place on 5 June 2024. Ten (10) submitters asked to talk their submissions but only six (6) attended. Five (5) of the speakers preferred a Pay-As-You-Throw model, with one speaker favouring the option of a rubbish collection funded via rates.

One of the speakers expressed that Council should work in waste reduction, implement the zero-waste journey including a composting facility, reduce waste to landfill and improve the resource recovery centre. Two speakers mentioned that larger bins will encourage more waste.

One speaker said that a universal rated system affects residents who generate low-waste, and that Council should consider that the bins costs, to implement rubbish collection using wheelie bins, would be significant.

Other speakers expressed that the Council proposal did not provide enough information to make an informed decision, due to the prices provided were not based in tendered prices. Two speakers asked Council what any other options for disposal are.

3.1.3 Zone 1 Rubbish Consultation Deliberations

The deliberations took place on 12 June 2024. Council indicated (6 votes to 4) that Option 3 is its preference for Zone 1 rubbish collection services, scheduled to take effect from 1 July 2025. This would mean a fortnightly 120L rubbish wheelie bin collection funded by a Pay-As-You-Throw model.

3.2 DISCUSSION

If the Option 3 is adopted, the rubbish collection services from 1 July 2025 would include:

- Rubbish collection controlled by the Council and provided through a contractor.
- All ratepayers living in Zone 1 – except those on roads where the service is not provided - would be supplied with a 120-litre wheelie bin.
- The rubbish collection would be funded by a Pay-As-You-Throw model.
- The rubbish collection frequency would be fortnightly.
- If pre-paid tags become the method implemented, then users would need to pre-purchase tags and attach them to their wheelie bin every time they want their rubbish bin emptied.
- Council would set the pre-paid tag cost.

- Users would pay for the bins via the system (by pre-purchasing the tags). No upfront payments would be charged to the ratepayers.

The advantages and disadvantages of this rubbish collection were covered in the proposal document and are in the table below:

Advantages	Disadvantages
<p>Council to have control and be able to make the decision about charges, costs, and other fees currently managed by the contractor.</p> <p>Council to retain revenues received from the users' charges. It means the incomes received from the tags selling would be retained by Council to cover the operational cost and capital investment required for the operation.</p> <p>Users would be charged for what they generate.</p> <p>Residents would not need to make private arrangements with private operator to get a rubbish collection with wheelie bins.</p> <p>Improved safety environment for users and workers compared with the rubbish bag model, due to, the automatized handling of the wheelie bins.</p>	<p>Pay-As-You-Throw model results is a higher single cost compared with a system funded via rates. The collection contract and route cannot guarantee a certain presentation rate at kerb side while the cost of driving the route remain.</p> <p>If residents' participation in the rubbish collection service is less than expected, then the collection system revenues would be impacted reducing the overall affordability of the service and making the collection route economically inviable.</p> <p>Risk of tags fraud, particularly being stolen when placed on the bins or reused.</p> <p>Price for retailers is the Recommended Retail Price (RRP), so, retailers could set a higher price.</p> <p>Council to face upfront payments to set up assets required and commencement of operations. (Users would pay for the bins through the system, they are not to be charged with upfront payments).</p> <p>Increase of administrative cost. Cost associated with managing the user pays systems (supply and sale of tags, reconciliation of tags) are significant.</p>

Contractors will be asked in the tender process to submit their proposed Pay-As-You-Throw methodology e.g. pre-paid tags, RFID (radio frequency identification) or an alternative solution, which will be assessed as part of the evaluation, and outcomes reported back to Council in the tender recommendation report.

4. CONSIDERATIONS

4.1 Strategic Impact

Council must ensure the new proposal is in keeping with its strategic direction for the district, the Long-Term Plan 2024-2034, the Waste Management Act, and the Waste Minimisation Management Plan.

4.2 Significance Assessment

Community consultation is required under Section 83 (Special Consultative Procedure) of the Local Government Act 2002 due to the level of the change in the service.

4.3 Risk Management Implications

Council needs an effective mechanism to mitigate the impacts of the continued waste cost increasing for its residents.

4.4 Values

The selection of a service level options for Zone 1 Rubbish Collection aligns with Council values of providing fit for purpose and safe community services to maintain public health.

4.5 Policy / Legal Considerations

Selecting a waste management via Pay-As-You-Throw using bins would need to see the new Waste Minimisation and Management Plan 2024-2030 (currently under consideration) be reviewed to reflect this change from bags to bins.

Waste management services contract must be in accordance with the Waste Minimisation Act 2008 and the final waste management model of services must be approved and adopted by Council before it can be implemented.

The Special Consultative Procedure was undertaken in accordance with Section 83 of Local Government Act 2002.

4.6 Tangata Whenua Considerations

Tangata Whenua value the health of the land and its people. Council planning for a robust solid waste management service in Zone 1 is a key element in ensuring community and environmental health any issues that impact.

4.7 Views of Those Affected

Under of the Local Government Act 2002 there is a statutory requirement that community consultation is undertaken in accordance with Section 83

(Special Consultative Procedure) of the Act. All requirements to date have been met. Consultation has been conducted and is a stablished in the LGA.

4.8 Costs

LTP 2025-2035 to be updated to reflect the new operational costs under the new model of services.

Costs impacts of the Councils preferred service level option will continue to be considered at all stages of the procurement.

Once the Council decides on its preferred service level; the cost impacts can then be priced via the open tender process.

4.9 Benefits

A committed service level of Zone 1 Rubbish collection.

4.10 Media / Publicity

Continued media interest in the Zone 1 Rubbish Collection Special Consultative Procedure is expected to remain high. Media and publicity management will be via established media and publicity management policies and processes.

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM:9

Prepared by John Salmond
Corporate and Strategic Planning Manager

Reviewed by Paul Numan
Group Manager Corporate Services

Attachments 1. BHL Letter of Expectation 2025-2026

Public Excluded: No

BULLER HOLDINGS LIMITED (BHL) LETTER OF EXPECTATION 2025/2026

1. **EXECUTIVE SUMMARY**
2. The purpose of this report is to provide Council with the letter of expectation that will be sent to Buller Holdings Limited for the 2025/2026 Financial year.
3. The Letter of Expectation to Buller Holdings Limited (BHL) communicates Council's expectations of BHL and its business.
4. The proposed letter for the 2025/26 financial year is, generally consistent with the previous year. There are a few changes in terms of the key focus areas and the ongoing expectations as discussed at the April Risk and Audit Committee meeting.

5. DRAFT RECOMMENDATION

That Council...

- 1. Receives the report.**
- 2. Approve the Letter of Expectation (with any amendments as required).**
- 3. Instruct the Chief Executive Officer to forward the Letter of Expectation to Buller Holdings Limited.**

6. **ISSUES & DISCUSSION**

7. **BACKGROUND**

8. A Council letter of expectation to a Council-Controlled Organisation (CCO) is a formal document that outlines the priorities, objectives, and expectations the Council has for the CCO in the upcoming period. It serves as a guiding framework for the CCO's operations and helps align its activities with the Council's strategic goals. Typically, the letter includes:

- Key priorities: Areas of focus that the Council wants the CCO to address, such as financial sustainability, community engagement, or environmental initiatives.
- Performance expectations: Specific targets or outcomes the Council expects the CCO to achieve.
- Governance and accountability: Guidelines for reporting, transparency, and collaboration with the Council.
- Budget considerations: Financial expectations, including cost-saving measures or investment priorities.

9. That the 'Statement of Intent – Buller Holdings Ltd Group for The Year Ended 30 June 2026' was received by Risk and Audit Committee at its meeting on 16 April 2025.

10. Even though a draft Statement of Intent has already been received by BHL, they have requested a Letter of Intent be sent to them. However, it is not a statutory requirement to do so.

11. **OPTIONS**

12. **Option 1 – Approve the Letter of Expectation and send to BHL**
Council provide a Letter of Expectation to BHL.

13. **Advantages**

- Fulfills BHL's request to receive a Letter of Expectation.
- Provide an opportunity for Buller District Council (BDC) as shareholder to influence the direction of the organisation

14. **Disadvantages**

- None identified

15. **Option 2 – Do not approve the Letter of Expectation**
Council do not provide a Letter of Expectation to BHL.

16. **Advantages**

- None identified

17. **Disadvantages**

- Does not fulfil BHL's request to receive a Letter of Expectation.
- Lost opportunity to provide an opportunity for BDC as shareholder to influence the direction of the organisation

18. **RECOMMENDED OPTION**

Council provide a Letter of Expectation to BHL.

19. **NEXT STEPS**

If the recommended option is resolved, the Letter of Expectation (with any amendments) will be sent to BHL

20. **CONSIDERATIONS**

21. **Strategic Impact**

On 18 December 2024 the CEO of BHL workshopped the strategic plan for Buller Holdings Limited for 2025-2030 with Council. The Letter of Expectation provides an opportunity for BDC as shareholder to influence the strategic direction of BHL.

22. **Significance Assessment**

Section 76AA of the Local Government Act requires the Council to adopt a policy on significance and engagement. The Council Policy on significance can be found by clicking the following link:

<https://bullerdc.govt.nz/media/f2ofzb4z/buller-district-Council-significance-and-engagement-policy-2021-2031-ltp.pdf>

23. This report is assessed as being *low* significance.

24. **Risk Management Implications / Opportunities**

The following risks or opportunities are identified with the issues identified in this report.

25. *Engagement - external*

There has been no external engagement.

26. *Engagement – internal*

There has been no internal engagement.

27. **Policy & Legislative Considerations**

Part 5 section 64 of the Local Government Act (2002) sets out that the purpose of a Statement of Intent is to:

- State publicly the activities and intentions of a Council-controlled organisation for the year and the objectives to which those activities will contribute; and
- The Letter of Expectation provides an opportunity for the shareholders to influence the direction of the organisation.

28. Schedule 8 of the Local Government Act (2002) sets out the detail about how the exchange between Council and the CCO occurs. The draft Statement of Intent must be delivered to its shareholders to receive and make comment on, each year by 1 March. The final Statement of Intent must be delivered to Council before 30 June each year for approval.
29. **Māori Impact Statement**
The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions.
30. **Financial Considerations**
The Letter of Expectations sets out Council's financial expectations.
31. **Communication Internal / External**
Communication will be undertaken with BHL following Council's decision.



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6-8 Brougham Street, PO Box 21
Westport 7866, New Zealand
Freephone 0800 807 239
Phone 03 788 9111

Reefton Visitor & Service Centre
67-69 Broadway, PO Box 75
Reefton 7851, New Zealand
Phone 03 732 8821
Phone 03 732 8391

30 April 2025

Steve Grave
Buller Holdings Ltd
80 Russell Street
WESTPORT 7825

Dear Steve

BULLER HOLDINGS LTD – LETTER OF EXPECTATION FOR 2025/2026

PURPOSE: this Letter of Expectation (the Letter) provides Buller Holdings Ltd (BHL) annual direction to its subsidiary companies outlining expectations of the parties' respective accountabilities, roles, and responsibilities. The Letter confirms expectations and forms the basis and provides the draft for the development of the Statement of Intent. The Letter does not create any legal or binding obligations on the parties. It is intended to create an opportunity for dialogue between the parties and to support an open, positive, and co-operative working relationship, resulting in the achievement of BHL's policy and performance expectations in a transparent and accountable manner.

CORPORATE GOALS: we have outlined the direction of travel and options Buller District Council would like to explore with BHL:

- Working in with Council's strategic vision and Long-Term Plan. Aligning Council and BHL in the same direction.
- Where possible, growing existing revenue by increasing externally funded and non- council work to maximise returns for the shareholder.
- Maximising the distribution to Council as the shareholder to help keep district rates affordable.
- Provide a distribution for 2025/2026, with a target of \$800,000 or greater. This has reduced from \$1.3 million in the previous financial year in recognition of increased market pressures and general economic conditions impacting the group's activities.
- Working collaboratively with Council's continued focus on systems and process improvement opportunities, efficiencies, and customer service satisfaction.
- Seek further opportunities for new revenue or investments that support potential to increase dividend return to the shareholder in future years.
- Providing assurance to Council that robust health and safety systems, mitigations and monitoring are in place in line with the requirements of the Health and Safety at Work Act 2015 and BHL responsibilities as a Person Conducting a Business or Undertaking (PCBU).

Council's expectations are attached in more detail as an appendix to this letter. They focus on the roles of Council and BHL and reflect the strengthening relationship between the parties with a stronger clarity on how both parties undertake business. Council endorsed this letter for issue to BHL at a meeting held 30 April 2025.

We look forward to working with the BHL directors throughout the 2025/26 year, continuing to build on the positive relationship we have developed over the past twelve months.

Yours sincerely

Jamie Cleine
MAYOR



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 6-8 Brougham Street, PO Box 21
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Freephone 0800 807 239
Phone 03 788 9111

Reefton Visitor & Service Centre
 67-69 Broadway, PO Box 75
 Reefton 7851, New Zealand
Phone 03 732 8821
Phone 03 732 8391

APPENDIX 1 COUNCIL EXPECTATIONS OF BULLER HOLDINGS LIMITED

1. Roles and responsibilities

- a. **Council:** As the shareholder Council will engage with the Board to:
 - i. Ensure that the Council's strategic objectives are clear and communicated so that the company can ensure alignment with the goals of the Company.
 - ii. Build and maintain a relationship of mutual respect and trust with the Board.
 - iii. Respect that some information shared by BHL may be commercially sensitive.
- b. **The Board:** The Board will run the company in accordance with the Local Government Act 2002, the Constitution and the Statement of Intent and fulfil its objective of the company being:
 - i. To monitor performance of each portfolio, taking into account system and process improvement opportunities and customer service satisfaction.
 - ii. To ensure that each portfolio has in place active and effective health and safety policies and procedures which provide a safe operating environment for all employees, contractors and affected parties.
 - iii. To ensure that each portfolio operates economically and efficiently, and in accordance with an agreed Statement of Intent (SOI), and to optimise the returns from, and the value of, the portfolios within the parameters set by Buller District Council (BDC).
 - iv. To ensure, insofar as it is lawfully able and commercially practicable, that the SOI of each of BHL portfolios reflect the policies and objectives of BDC.
 - v. To keep BDC informed of matters of substance affecting BHL, insofar as it is practical and reasonable in the opinion of the directors,
 - vi. To ensure that there is regular and informative reporting of the financial and non-financial performance and risk exposures of BHL.
 - vii. To report to BDC on CCO establishment opportunities, and other investment opportunities that have the potential to enhance the economic and social well-being of the Buller district and the West Coast region and provide an adequate return.
 - viii. To maintain and improve good governance by regularly and constructively appraising the performance of the BHL portfolios, maintaining an appropriate monitoring framework and working with the Chair of Council's, Risk and Audit Committee, on matters of board performance and director selection.



Westport office
 6-8 Brougham Street, PO Box 21
 Westport 7866, New Zealand
Freephone 0800 807 239
Phone 03 788 9111

Reefton Visitor & Service Centre
 67-69 Broadway, PO Box 75
 Reefton 7851, New Zealand
Phone 03 732 8821
Phone 03 732 8391

2. Ongoing expectations

- a. Council expects that the Board will operate on a no surprises basis, particularly on matters where there is a political, financial, health and safety or other risk.
- b. Regular reporting of performance to Council's Risk and Audit Committee, on at least a quarterly basis. More regular reporting may be required to ensure no surprises to Council.
- c. Reporting should consist of unique activities identified separately rather than being bundled into general activity groups.
- d. The undertaking of any activity not provided for under the SOI requires the prior approval of BDC, specifically:
 - No subsidiary companies are to be formed by BHL without the prior approval of BDC.
 - No shares are to be acquired by BHL or the subsidiaries without the prior approval of BDC.
 - No shares held by BHL or the subsidiaries are to be sold or otherwise disposed of without the prior approval of BDC.

3. Key focus areas – 2025-2026

- a. Engage with the Council to ensure alignment between the Councils strategic goals, Long Term Plan and the aims of the Company.
- b. Build a relationship of mutual respect and trust with Council.
- c. Add value to the company, whilst ensuring that conduct of the company is in accordance with generally accepted standards.
- d. Ensure that the company returns a distribution to the Council in accordance with the distributions policy.
- e. Manage the BHL portfolios in accordance with sound business practice.
- f. Manage health and safety risks in a proactive manner and in line with responsibilities of a PCBU.
- g. Seek further opportunities for revenue to look at a potential increase in dividend in future years.

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 10

Prepared by Mayor Jamie Cleine

Reviewed by Simon Pickford
Chief Executive Officer

Attachments 1. LGNZ – The Value of Membership Booklet
2. Mayors Correspondence

Public Excluded: No

MAYOR'S REPORT

1. **REPORT SUMMARY**

This report is to provide commentary and updates on significant events, meetings and workstreams attended by or involving the mayor. It also seeks approval to maintain council membership of Local Government New Zealand. The Mayoral inwards and outwards correspondence is provided for information, discussion and direction on any responses required.

2. **DRAFT RECOMMENDATION**

That the Council:

- 1. Receives the Mayors Monthly Update Report for 30 April 2025 for information and discussion.**
- 2. Notes Inwards and Outwards Correspondence and provide direction for any responses required.**
- 3. Confirms membership of Local Government New Zealand for 2025/26 and approves payment of the membership fee of \$47,552.83 excl gst.**

3. **DISCUSSION**

4. **MAYORS TASKFORCE FOR JOBS (MTFJ) – PROGRAMME UPDATE**

5. **Buller MTFJ Co-ordinator Julie Moore**

The end of March we reached 22 Outcomes and currently working with 11 very motivated and capable rangatahi who are struggling to find employment in entry level jobs. At present we are prepping job seekers for employment, helping with CV's, job applications and interviewing techniques. Our biggest challenge is keeping them motivated as some have been working with us since last year with no job offers.

6. Planning is underway for the May Employment Expo being held in conjunction with DWC & TPP at Westport and Greymouth. Local businesses, industries and tertiary providers will be present.

7. Three Buller High School students have been selected to attend the Whakatipu Outward Bound course in June.

8. While we are finding it increasingly challenging placing rangatahi into entry-level jobs we finally had success in placing one of our job seekers into full-time employment. We have been working with him since October last year and it's great to see him stable and happy in his work.

9. We have supported 9 in gaining their restricted licence and 3 are currently doing the defensive driving course. Although a small gain, a number of these clients were previously driving illegally.

Approved funding for 2024/25	\$ 260,000.00
Programme costs to date	\$ 178,074.00

<i>Funds remaining to year end</i>	<i>(30 June)</i>	<i>\$ 81,926.00</i>
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10. **Mayors Comments**

It is really pleasing to see good progress on meeting our contracted outcomes, and positive leads on achieving the remainder before the end of the financial year. With reasonable budget still available it is a great opportunity to grow the presence of MTFJ in Buller through further jobs expo's and greater collaboration across the West Coast. The Outward Bound course is very highly regarded in building leadership and confidence in young people. I'm very pleased to see three young people supported by MTFJ to attend the course this year.

12. **LOCAL GOVERNMENT NEW ZEALAND (LGNZ) - MEMBERSHIP RENEWAL**
LGNZ is a membership body for councils across Aotearoa and represents the interests of local authorities in New Zealand. All elected members are covered by their council's membership. In return, elected members and council gain benefit from LGNZ's expertise, support and programmes providing benefit to the sector as a whole. The Mayor Taskforce for Jobs funding is enabled by a partnership between LGNZ and Ministry of Social Development, this has provided approximately \$1.8m in funding to local businesses and job seekers.
13. Our membership of LGNZ also provides access to expert guidance and advocacy on legislative and policy matters. LGNZ regularly shares draft submissions on new legislation with its members and these have helped form at least six key submissions made by BDC over the past year. This has saved significant staff time (30+ hours' worth of work), ensuring BDC's voice is heard on crucial local government matters. LGNZ has also proved an invaluable source of advice on policy and local government matters in general.
14. For a small council such as BDC, access to key resources such as pre-elected learning for candidates is invaluable. LGNZ have recently launched a free learning package for anyone standing for council. In addition, LGNZ membership provides access to election guides and collateral that otherwise would have to be contracted out at significant cost to council.
15. It is recognised good practice for elected representatives to seek opportunities for additional learning and skill development, as is usual practice in professional settings. Although self-directed, it is expected that elected members will participate in professional development during the course of the triennium.
16. Councils' membership of LGNZ provides access to the Akona professional development resources as part of the standard subscription. The content available via Akona is considered extremely relevant to the specific professional development needs of local government elected members. The platform includes a skills analysis tool to identify skills gaps and enable targeting of learning. Currently there are 28 modules of learning, some which include webinars for interactive participation. The local government election in October may introduce people new to council. The Akona learning modules will be used as part of induction and supporting any newly elected members to be successful in their governance roles.
17. If council were not a part of LGNZ it is likely external providers will be required to provide ad hoc training opportunities to elected members either on-site or remotely, this would be a cost to council.
18. A booklet detailing the work of LGNZ and the benefits of membership is included as Attachment 1 to this report.

19. Council is a current member of LGNZ, this is maintained by payment of an annual subscription fee. The payment of the membership fee of \$47,552.83 for 2025/26 (an increase of \$4,125.59 from 2024) is now due and Council is asked to consider approving payment to maintain BDC membership. As council has been a long-standing member, the membership fees have been included in budgets for the Draft 2025/34 LTP.
20. **TAI POUTINI POLYTECHNIC – STAKEHOLDER GROUP**
I have been a member of a stakeholder group established to support and advocate for Tai Poutini Polytechnic (TPP) as the Te Pukenga tertiary education model is disestablished. This workstream has been slowed down by the government and final decisions on TPP are not expected until June 2026. The new model effectively requires polytechnics to be financially sustainable in order to continue. For TPP this poses the threat of closure given the significant deficit both current and historic associated with providing tertiary education on the West Coast. The stakeholder group has been working with existing and former staff of TPP on options to improve efficiency and financial sustainability, noting that under all scenarios TPP falls well short of break-even.
21. The stakeholder group requested support from the Mayors, Chairs & Iwi forum, this was provided in the form of a letter to Minister Simmonds and is included in the mayor's correspondence.
22. **TE TAI POUTINI PLAN (TTPP)**
The TTPP committee met on 23 April. Information on this meeting was not available to meet deadline of this Mayors Report.
23. I will provide a verbal update to council on the key points of the meeting if required.
24. **MINISTERIAL VISIT – HON JAMES MEAGER**
At the time of writing a ministerial visit was anticipated for Hon James Meager on 24 April as part of a visit to each district of the West Coast. West Coast -Tasman MP Maureen Pugh coordinated the road trip.
25. Minister Meager holds the Youth portfolio and is also Associate Minister of Transport with responsibility for coastal shipping and regional connectivity (airports).
26. I will provide a verbal update to council on the key points of the visit if required.
27. **LOCAL EVENTS & STAKEHOLDER ENGAGEMENT**
I continue to take opportunities to promote and advocate for Buller. This includes providing ad hoc media comment, attending various meetings with stakeholders and attending events across the District. Some of these include:
- Mayors Chats Reefton – these opportunities held at Reefton Visitor and Service Centre, however recently very few locals have attended. However, I get a

number of conversations with visitors most of whom are surprised by the opportunity to speak with the mayor.

- TVNZ Documentary – this focussed on the use of data in New Zealand. Some aspects of the content were lighthearted, however, for Buller, the main topic was primarily related to the wastewater testing for illicit substances conducted by NZ Police from bulk samples provided by council. This data has enabled informed decision making on intervention programmes for methamphetamine abuse and helps identify and measure factors impacting our community.
- OriginAir – CFO Warren Kitchin, this was to discuss any opportunities to further promote the Westport – Wellington air connection to maintain service levels and affordability.
- Punakaiki Businesses – in response to their concerns about parking charges planned by Department of Conservation, I raised this matter with DoC Regional Director Owen Kilgour who advised that a stakeholder engagement process is yet to be completed, this will seek to understand specific concerns of locals and inform details of the paid parking trial.
- Hon Simon Watts – Local Government Minister. This was a brief video conference where I joined the Mayors of Grey, Westland and Regional Council Chair to update the minister on regional issues. This included our progress toward Local Water Done Well compliance, regional infrastructure projects, regional deals and Resilient Westport work.

28. The standard considerations have been thoroughly evaluated, and there are no additional comments at this time.

29. **CORRESPONDENCE**

For Council consideration – see attached.

Incoming Correspondence 2025	From	Subject
7 March 2025	Westport RSA	Invitation to ANZAC Parade
31 March 2025	Hon. Chris Bishop	RMA Reform Programme Phase 3
9 April 2025	Hon. David Seymour	Min. of Education – School Attendance
10 April 2025	Tangi Utikere	Letter of Introduction – Labour MP
Outgoing Correspondence 2025	To	Subject
27 March 2025	Kevin Smith	Public Forum Response
31 March 2025	Garry Howard	Public Forum Response
31 March 2025	Margaret Grant	Public Forum Response
31 March 2025	Margaret Montgomery	Public Forum Response
31 March 2025	Paul Reynolds	Public Forum Response
31 March 2025	Tony Bartley	Public Forum Response
3 April 2025	Garry Howard	Letter of Response
11 April 2025	Hon. Penny Simmonds	Ensuring future of Vocational Education from MCI
22 April 2025	Sharon Roche	Letter of Appreciation

THE VALUE OF LGNZ MEMBERSHIP

April 2025



From the President

It's a real privilege to be the President of LGNZ and to work alongside elected members from all around the country. I see councils and community boards facilitating the improvement of infrastructure, delivering projects and impact for your communities. I also hear that many elected members and executives feel deeply stressed by always having to do more with less while juggling unfunded mandates and constantly shifting reforms and government expectation. As local government, we are present and accountable to our local community – as we should be. It means we receive sought-after and warranted feedback. Unfortunately I continue to hear that we also receive more and more unwarranted abuse, which only amps up in our election year.

Whether you feel like your council is running at 100kph or treading water, LGNZ has your back. We've listened to what you need from your membership body. We are here to champion, connect and support elected members and councils. We are focused on what unites local government – including what we can advocate on together, for the good of all councils and communities. Your National Council leaders, including me, are very deliberate about speaking out only on issues that have broad consensus, to avoid a repeat of Three Waters. Our advocacy work is robust and backed by evidence-based data – like the reports LGNZ commissioned last year on the drivers behind council costs and rates rises.

LGNZ's relationship with the Government has entered a new phase as the Government is more settled in its second year. Our new Minister Simon Watts said at our February All-of-local-government event that we have a positive relationship and he wants to work with us as equals at the table rather than continuing a parent-to-child relationship. Minister Watts acknowledged local government was fatigued by waves of reform – and that a lot of the cost and burden that falls on local government is often because of central government legislation. LGNZ commissioned research from NZIER last year that clearly demonstrated this burden.

This report you are about to read has been requested by members and prepared so all councils and elected members can understand the breadth and depth of LGNZ's work on your behalf.

It goes into a lot of detail about advocacy wins, the value you get for your dollar, and exactly what LGNZ delivers for you. It also sets out the significant programme of work LGNZ is doing right now aimed at making sure councils elected in October hit the ground running. In terms of pure return for investment, we provide examples of how belonging to LGNZ saves ratepayers money (check out [page 7](#)) but it's very hard to put a price on all the intangible benefits. Things like the power councils gain by speaking with one voice, or providing easy access to politicians, or generating media campaigns that highlight the issues you face and support greater understanding in the public domain. Every day, the small LGNZ team works on your behalf, in line with our LGNZ constitution that reminds us to look after the national interests of local government as a whole. That means the system as a whole, as well as the different parts within that system.

The figures show that a council choosing to leave LGNZ on the basis of cost savings doesn't make sense – councils often end up spending far more on these individual services. Councils leave for political reasons. Often reasons that don't reflect LGNZ's current direction or our actual relationship with the Government.

This report shows how LGNZ delivers many services that councils use every day that no one else could provide as efficiently and cost effectively, or sometimes even at all. So please absorb this report, ask us questions and get involved. The more engaged members are with LGNZ, the more value you get out of us, and the more our work responds to your feedback because we are a reflection of you.

In both mountaintop and challenging times, your LGNZ networks of fellow elected members and executives will help you learn and grow, stay the course and celebrate your successes. I know I have needed, and continue to appreciate, my networks within our local government family. They have helped me get through some difficult times and supported me to look for the opportunities to learn inside each challenge – and refresh my perspective. Local Government New Zealand is your organisation. I trust this report paves new ways to understand both the individual benefits and connections we offer, as well as a greater appreciation of the collective impact we can make together.

Ngā mihi

Sam Broughton
President

National Council members



Sam Broughton
LGNZ PRESIDENT



Campbell Barry
VICE PRESIDENT, ZONE 4
REPRESENTATIVE



Moko Tepania
ZONE 1 REPRESENTATIVE



Toby Adams
ZONE 2 REPRESENTATIVE



Craig Little
ZONE 3 REPRESENTATIVE



Dan Gordon
ZONE 5 CHAIR AND
REPRESENTATIVE



Ben Bell
ZONE 6 REPRESENTATIVE



Toni Boynton
TE MARUATA REPRESENTATIVE



Iaeen Cranwell
TE MARUATA REPRESENTATIVE



Paula Southgate
METRO SECTOR CHAIR



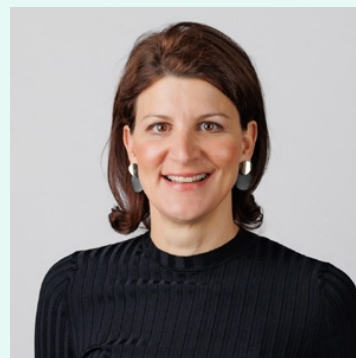
Vince Cocurullo
METRO SECTOR REPRESENTATIVE



Jules Radich
METRO SECTOR REPRESENTATIVE



Rachel Keedwell
REGIONAL SECTOR REPRESENTATIVE



Rehette Stoltz
REGIONAL SECTOR REPRESENTATIVE



Alex Walker
RURAL SECTOR CHAIR AND
REPRESENTATIVE



Neil Holdom
PROVINCIAL SECTOR CHAIR AND
REPRESENTATIVE



Alex Crackett
YOUNG ELECTED MEMBERS
REPRESENTATIVE

TOP 10 ADVOCACY WINS FROM THE PAST YEAR >

-
- 1. Minister Watts told our February All-of-local government meeting that he wants to work in partnership with local government and LGNZ.**

[In a q+a with LGNZ](#), he also said: "As Minister of Local Government, my vision is for a financially sustainable sector that works in true partnership with central government to drive economic growth and productivity in our cities and regions."

-
- 2. In November we launched a set of funding and financing tools, which gained significant media and political attention, and now two are set to be delivered.**

The Government will replace development contributions with a development levy system, allowing you to charge developers a share of long-term infrastructure costs.

The Minister has expressed strong interest in progressing the Ratepayers Assistance Scheme. The RAS will allow ratepayers to cheaply borrow for specific improvements to their properties or to pay ratepayer charges. By leveraging the high credit quality of local government rates, it accesses efficient capital market financing, passing savings to ratepayers. Like the Local Government Funding Authority, which LGNZ helped set up in the early 2010s, RAS has the potential to be a gamechanger for councils.

-
- 3. No one likes rates rises but our rates rise toolkits meant everyone knew councils were facing rising costs.**

[Research we commissioned by Infometrics](#) revealed that the cost of building bridges had gone up 38% in three years, among other facts. Many of you used this data to help explain rates rises to your communities.

-
- 4. Unfunded mandates research we commissioned from NZIER gave new prominence to the costs that governments pass to councils.**

For example, new water quality standards under the National Policy Statement for Freshwater Management (NPS-FM) meant regional and district councils had to monitor freshwater quality more rigorously and invest in better infrastructure, generating significant costs for you. Ministers now have greater visibility of these costs and we don't have to explain them from scratch every time. This research has strengthened our submissions against any new reforms that create additional unfunded mandates, and has also meant media and the public are now more aware of the issue.

-
- 5. We sourced a "red tape" list from you of ways to save councils money and reduce the complexity you need to navigate, so that these can be addressed as part of upcoming changes to the Local Government Act.**

This list was presented to the PM and then-Minister of Local Government and we understand a number of these items will be included in changes to the Act. These include removing the requirements to carry out s17a reviews and removing requirements for newspaper notices.

- 6. We set up the Electoral Reform Working Group, chaired by Mayor Nick Smith, which engaged extensively with members to develop its thinking.**

Its [March 2025 draft position](#) paper – which makes it clear that postal voting has a very limited shelf life and change is urgent – gained significant media, political and third-party interest. It's also allowed you to respond proactively to key issues that matter. Minister Watts and the Prime Minister are positive about the working group's recommendations and keen to make progress for the 2028 local body elections.

- 7. Our city/regional deals framework was picked up and used by the Government, to local government's advantage, including the focus on partnership, new funding tools and a commitment to long-term planning.**

In particular, our framework called for all councils to have an opportunity to be part of the EOI process – which the Government eventually enabled despite initially only inviting five regions to participate.

- 8. We ran an Infrastructure Symposium attended by more than 200 people, with speakers including Infrastructure Minister Chris Bishop, former Prime Minister Bill English, Fulton Hogan's COO and the President of the Australian Local Government Association.**

Strong media coverage included stories on Stuff, BusinessDesk, the NBR and RNZ setting out our view that you need more funding tools to pay for infrastructure.

- 9. We ensured people who get local government were in key conversations.**

For example, we secured a local government representative on the technical expert working group feeding into the Government's work on adaptation to climate change. In another example, LGNZ put forward local government people to be part of the steering group set up by MBIE to inform a comprehensive review of the seismic strengthening system. We also set up our own informal Seismic Strengthening Group, chaired by Manawātū deputy mayor Michael Ford, which met for the first time in late November.

- 10. There was strong media coverage of our balanced position on Māori wards: that they should be treated the same as all other wards, with councils able to decide what's right for their community.**

For some councils, that means not having a Māori ward while for others it means having one.

HOW LGNZ SAVES COUNCILS (AND RATEPAYERS) MONEY >

Guides, guidance and crises

- > We develop guides and templates that councils use every day.
 - > Our standing orders templates (and guide) would cost you **\$50K-\$60K** to commission yourself.
 - > Our Code of Conduct template (and guide) would cost you **\$50K-\$60K** to commission yourself.
 - > Members can also access these guides, which would cost you **tens of thousands of dollars to create** yourself:
 - + Elected member governance guide
 - + Mayors and Chairs governance guide
 - + Community boards governance guide
 - + Community boards chairs governance guide
 - + Tax guide for elected members
 - + Guide to recruiting and managing your CE
 - + Guide to council declaration
 - + Representation reviews guide
 - > We can also give expert advice on how to use these templates and guides, saving you more time and money.
- > We field a lot of calls from you when you want a sense check – or when things go wrong. Whether it's questions about the Local Government Act, conflict between the Mayor/councillors/CE, or other curly issues, you can ring Susan, Scott, Dr Mike, Simon and the team when you want advice or just a confidential sounding board. We are impartial and we work to deescalate conflict so you can avoid costly legal disputes. Calling us can save your council a huge amount of money.
- > We provide crisis media support for councils, particularly when multiple councils are involved. Tailored guidance like this would cost individual councils thousands of dollars.
- > LGNZ gives every elected member in New Zealand free, anonymous access to counselling.

Policy and submissions

- > We develop submissions on policies that impact local government. Councils use our draft content in your own submissions, saving you time and money. Because we do the heavy lifting, your staff can focus on making local implications clear. Each submission is worth between **\$30K-\$80K+** depending on its complexity. Our submissions saves councils spending money on your own research, legal advice, and consultancy/subject matter experts – as well as staff time in terms of preparing your submissions or even needing to submit.
- > For example, in response to concerns raised by councils, in the past year our submissions have reflected technical or legal advice on:

 - + The limits on the proposed change in the Resource Management (Consenting and Other System Changes) Amendment Bill which grant the Minister for the Environment the power to direct a local authority to prepare or amend their district plans or regional policy statements
 - + In the water space, what changes would be needed for the Water Services Bill to ensure that councils could continue to collect development contributions after transferring assets to a CCO but before they had adopted a development contributions policy.
- > Our submissions reflect our extensive engagement with officials and Ministers and as members of working groups. This means either bills already reflect our input or we are really clear on the best ways to frame our submissions to enact change. Select committees also prioritise LGNZ so that our oral submissions are heard in hearing processes with tight timeframes.

- > Submissions since the start of 2024 represent about **\$1 million** in value. GPS Land Transport 2024 (Round 2)
 - > Fast Track Approvals Bill
 - > Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill
 - > Local Government (Water Services Preliminary Arrangements) Bill
 - > Inquiry into Climate Adaptation (further Submission)
 - > NZTA Emergency Works Investment Policies consultation
 - > New Zealand's second emissions reduction plan (2026–30): Discussion document
 - > Building (Earthquake-prone Building Deadlines and Other Matters) Amendment Bill
 - > Consultation on increasing the use of remote inspections in the building consent process
 - > Petition of Christian van der Pump: Remove Building Act 2004 restriction of access to the District or High Court
 - > Consultation on Testing our thinking: Developing an enduring National Infrastructure Plan discussion document
 - > Land Transport Management Act (Time of Use Charging) Amendment Bill
 - > Local Government (Water Services) Bill
 - > Principles of the Treaty of Waitangi Bill
 - > Resource Management (Consenting and Other System Changes) Amendment Bill
 - > Crimes Legislation (Stalking and Harassment) Amendment Bill
- > In November we shared an explainer on water services reform ahead of the introduction of the Local Government Water Services Bill in December, which had a very tight timeframe for submissions that ran over the holiday period. Our work supported your staff to produce quality submissions without having to grapple with complex legislation from scratch.
- > Now the Government is proposing changes to the resource management system and Local Government Act with significant implications for the structure and functions of local government. All councils need to understand the legal impact of these changes before you respond – and it doesn't make sense for every council to individually commission expensive advice. LGNZ will share advice that all members can use.

Data councils can use

- > We now produce national data you can use locally, giving all member councils access to centrally produced research by respected economists. We package our research with slides and key messages that members can use, as well as generating media interest. It would be cost prohibitive for councils to commission this research individually.
- > In March 2024, we shared [research by Infometrics on how costs had risen dramatically for councils](#), driving rates rises. For example, that the cost to build a bridge had risen 38% in just three years.
- > In July 2024, we released work we had commissioned from NZIER on the [impacts of unfunded mandates on local government](#).
- > In April 2025, we launched our first [Infometrics Local government economic insights report](#). These reports will come out quarterly, exclusively to members, and mean elected members and CEs can have quality local government economic data at their fingertips. You could also join a zoom with Infometrics Chief Economist Brad Olsen, and an Infometrics economist will speak at our next All-of-local-government event.

Events and networks

- > At our events you regularly have access to multiple Ministers at once, saving you travel time and money. You get opportunities to pull them aside and discuss local issues.
- > We offer dedicated networks for Māori elected members, Young Elected Members, and Community Board members, and we've started to run events to connect women in local government. These networks meet in-person and online to provide support and development. There's no way of recreating this without spending significant council staff time and effort.

Elections

- > If you're aiming to be back on council, you want colleagues who understand what being an elected member means and can quickly get up to speed. We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member – and you can freely share this with candidates.
- > Alongside the pre-elected programme, we've updated the guide for candidates, which will be available on the VoteLocal website.
- > [Our Vote25 toolkit](#) includes design files councils can customise to create posters, graphics and social media content to promote voter registration, standing, and voting. It would cost you **\$50k-70k** to develop this toolkit externally from scratch – and what's the point of all councils paying individually to create the same thing?

Induction and professional development

- > Through our Ākona platform, elected members can now access **\$1.2 million** worth of professional development for free – that's what it would cost to commercially develop and host the 15 Ako hours and 22 courses available, with more being added all the time in response to your feedback.
- > Ākona isn't just the online platform – it's induction for elected members ([more on page 14](#)):
 - > Mayors school is right after the elections – so both new and returning Mayors can hit the ground running. The Prime Minister and Minister have both confirmed they plan to be there. You'll also get some insights into how you can really drive your councils' performance.
 - > Later in October, there's induction for elected members, with LGNZ delivering sessions all around the country to help people get quickly up to speed and deliver for communities. This will be relevant for both new and returning EMs.
 - > And once chairs are elected, we'll be running a Chairs' School along similar lines to the Mayors' School.
 - > Many councils choose to use our induction template to support your own elected member induction, saving significant amounts staff time.

It's much cheaper for us to do this work for all members than if you do it yourselves. Councils that leave LGNZ end up spending more on these services across a range of cost centres, because they don't benefit from collective buying power.

SETTING YOUR NEXT COUNCIL UP FOR SUCCESS >

In October 2025, your new council needs to hit the ground running. LGNZ is here to support each part of that process.

1. Making sure candidates know what they're getting into

We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member. This interactive course covers how councils work, your obligations, and dealing with the demands of the job. Three animated videos look at: 'Structure of Local Government', 'Roles within a council' and 'How councils are funded'. Plus there are two e-modules: 'Stepping into Local Leadership: The role of an elected member' and 'Stepping into Local Leadership: The life of an elected member'.

Unlike the rest of Ākōna, this pre-elected material doesn't need a log-in – so you can share it freely with any potential candidate.

We're also updating the written Candidates Guide that is available on the Votelocal website.

2. Promoting registering, standing and voting

In December 2024 we shared a free toolkit of Vote25 digital assets that you can customise into posters, social media tiles or any other format.

3. Mayors' School

Join New Zealand's mayors, the Local Government Minister and expert speakers in Wellington for two days of intensive networking and learning how to drive council performance. We are also working with the Prime Minister's office to schedule his attendance.

4. Elected member induction

We'll be in 11 cities and towns around New Zealand, delivering in-person induction for elected members that complements your own council's induction, and lets you meet many of your new regional colleagues. Thanks to your feedback, induction has been revamped for 2026 to better deliver what you need, with relevance for both new and returning EMs. You can also use our template to deliver induction to your own council.

5. Chairs' School

Once Regional Councils have elected their Chairs, we'll be holding a Chairs' School in mid-November. The Minister of Local Government will attend this event.

6. Team builder toolkit for Mayors and Chairs

Our team builder toolkit will set out a range of activities and strategies that Mayors and Chairs can use to create an event that brings your council together for the first time, so you can lay the best possible foundation for you to work productively together.

7. Post-induction Ako hour academy

A three-month academy of Ako hours will offer two live Ako hours every week between February and May 2026. Each Ako hour will focus on a different governance topic, offering elected members the chance to engage with both experts and their peers from around the country.

8. Ongoing professional development via Ākona

Our Learning and Development Manager is meeting with every member council in turn to discuss what materials they could upload into the new Ākona platform so it's a one-stop shop for all your elected member learning.

LGNZ already has over 20 custom-designed and built catalogues of learning that offer micro-learning opportunities alongside our popular live Ako hours, workshops, templates and downloadable resources designed to support new and returning elected members throughout the triennium.

LGNZ'S 2025 STRATEGY >

OUR VISION/

To create the most active and inclusive local democracy in the world.



Our

purpose:

We serve members by championing, connecting and supporting local government

CHAMPION/

- > Advocate for local government on critical issues.
- > Build relationships with ministers and officials.
- > Decode policy and make submissions.
- > Speak out for local government in the media.

CONNECT/

- > Bring members together at zone, sector and conference events or via networks like Te Maruata and YEM.
- > Create strong feedback loops between members and LGNZ's work.

SUPPORT/

- > Provide professional development uniquely tailored to local government.
- > Support councils and elected members when they are stuck.
- > Support elected members to deal with pressure and harassment.

Our

long-term goals:

01.

Local government and central government are trusted partners.

02.

Council can access the right funding and financing tools to reduce pressure on ratepayers and entrench localism.

03.

Elected members are connected, engaged and highly capable.

04.

Te Tiriti partnerships between local government and Māori are authentic, strong and respected.

05.

More New Zealanders value and participate in local government.

06.

A sustainable and fit-for-purpose LGNZ.

Our

work in 2025:

CHAMPION/

- + Focus our advocacy effort on shifting the dial on systematic issues that are mutually beneficial to local government, its communities and central government.
- + Leverage off the strengthened working relationship with the Government and new Minister to develop solutions.
- + Advocate for councils to have access to a greater range of funding and financing tools that are fit-for-purpose, through the lens of regional deals.
- + Show the value that councils deliver to communities and the cost pressures that they face in the lead up to the 2025 elections.

CONNECT/

- + Deliver All-of-local government and SuperLocal25 events focused on the challenges and opportunities in front of councils.
- + Advocate for increased safety for all elected members, while specifically enhancing connections between women EMs.
- + Make members feel more connected to our advocacy.
- + Activate LGNZ's new Māori strategy, Hutia te Rito.

SUPPORT/

- + Revitalise induction for Mayors, Chairs and elected members, supported by our Ākona learning and development platform.
- + Launch a resolution and support service to help councils deescalate and effectively resolve conflict.
- + Launch the revitalised CouncilMARK/Te Korowai.

EVERYTHING LGNZ DOES FOR MEMBERS >

LGNZ champions local government

We hold regular meetings with the PM and key Ministers

We meet every quarter, in-person, with the Prime Minister. For example, we had one of our regular quarterly meetings with the PM on 1 April:

- > The PM was very open to our electoral reform work, led by Mayor Nick Smith, and understood the need to progress recommendations in time for the 2028 elections.
- > We made clear our concerns about the potential unintended consequences of rates capping. But – without sugarcoating it – the PM does have serious concerns about the financial literacy of councils.
- > In response we acknowledged that there may be some work to do to build capability – and that we all agree on the need to reduce rates rises.
- > The PM is very keen to reduce red tape for local government and wants us to help. We gave him a list of 10 actions suggested by members in our meeting in December – and now we'll again work with members to see if there are any more quick wins.

We have regular meetings locked in with Local Government Minister Simon Watts; Infrastructure, Transport and Resource Management Reform Minister Chris Bishop, Regional Development Minister Shane Jones; and Under Secretary Simon Court. We meet other Ministers, such as the Minister for Rural Communities and Minister for Social Development and Tourism Louise Upston, when issues arise. For example, we met with Minister Casey Costello about the role councils could play in reform of vaping regulations, which resulted in an agreement that LGNZ would further engage with health officials on what a system in which councils have greater control over where vape retailers are located could look like.

We help Ministers engage with local government – and local government issues

When Minister Watts stepped into the Local Government portfolio in February, we provided both an [immediate letter](#) on key issues, and a [fuller briefing for the Minister](#) that set out the current state of play, including where there are opportunities to work together in support of New Zealand's economic development.

Ministers want to deal with one body rather than 76 separate councils. Minister Watts is very clear he wants to work constructively with LGNZ and local government – and take full advantage of LGNZ's events and meetings.

Ministers use our events to make announcements, which helps us attract media and gives Mayors and councillors who are there the chance to comment to media directly. For example, the February All-of-local-government meeting featured an announcement on funding and financing for housing growth by Minister Chris Bishop and Under Secretary Simon Court; at SuperLocal last August, the Government made announcements around its Regional Deals framework.

While we work hardest and most closely with the government of the day, we maintain relationships with all political parties, so that local government is ready to build relationships with whoever is in government.

We calibrate our advocacy to the government of the day

You'll remember our Future by Local Government project in the second half of 2023 (a response to the previous government's Future for Local Government report). It came up with five agreed directions, approved at an SGM. But we're not advocating on all of them. We're only pushing those that resonate with the current government. The others can wait for future governments.

It's the same with our funding and financing tools. Our [set of 25 tools](#) was divided into three categories reflecting where we are likely to get traction with this government – some to focus on now, some for later, and others for the distant future. We have no plans to advocate for GST on rates or paying rates on Crown land, for example, because they aren't currently palatable.

We champion local government issues in the media

Our media engagement means balancing standing up for councils while being seen as a constructive partner of the Government. We are very thoughtful about keeping that balance steady.

Some examples: Our June 2024 Infrastructure Symposium, including Infrastructure Minister Chris Bishop's speech at our networking function the night before, received very strong media coverage, with stories in The Post, BusinessDesk, NBR and RNZ focused on our support for more funding tools to pay for infrastructure. Our SuperLocal conference in August 2024 generated 394 pieces of media coverage on topics ranging from bed taxes and regional deals to being a young elected member.

We educate media about local government. We hold regular briefings with journalists funded by the Local Democracy Reporter scheme, to help them have a better understanding of the challenges councils face. We invite senior journalists to key events: for example, Stuff's political editor spent an hour with National Council at their February 2025 meeting. Through that he gained insights into the challenges facing councils, which resulted in a [thoughtful opinion editorial](#) later that week.

We advocate on topical issues that affect all councils

Electoral reform: We set up a working group led by Mayor Nick Smith to create a roadmap for future electoral reform, given the reality of declining voter turnout and the declining postal system.

Rates capping: If the Government introduces rates capping, councils' ability to raise rates will be constrained. In Australia, while rates capping constrained rates increases, it has degraded delivery and left councils increasingly financially unstable. Every overseas jurisdiction that has implemented rates capping is telling us to oppose it as strongly as we can, because of its negative impacts on councils' ability to deliver. In March 2025 S&P downgraded 18 councils' credit ratings, identifying the Government's proposal to investigate rates capping as an area of concern.

You've heard from Victoria and New South Wales guests at the November All-of-local government meetings – and then from South Australia, which avoided rates capping by pushing for greater transparency and accountability – at our February meeting. We've shared facts and messages you can use to talk to MPs, Ministers and the public about the potential implications. LGNZ is talking to the Local Government Minister and other Ministers, sharing information with officials and getting media coverage, to advocate for local government's interests.

Funding and financing: In late November we launched a [set of 25 tools](#) to help councils better fund infrastructure and services – from sharing GST on new builds, to value capture, to improving councils’ ability to recover costs. We take every opportunity to advocate on the tools in category one, to both politicians and the media (while working less intensively on category two and not at all on category three right now, as discussed above).

Some of these tools are already being delivered:

- > The Minister for Infrastructure used our February All-of-local-government meeting to announce changes to New Zealand’s infrastructure funding and financing settings. The Government will replace development contributions with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs. Councils will also have more flexibility to set targeted rates that apply to new developments, among other changes.
- > In April 2025 we submitted on the Land Transport Management (Time of Use Charging) Bill, another tool. We want to make sure the model adopted gives councils as much flexibility as possible.

We engage on critical local government reforms

Our relationships with Government officials mean we discuss policy as it’s developed, providing opportunities to influence before decisions are made.

Recently we submitted on multiple pieces of legislation related to **resource management**, and we expect significantly more consultations in the RM space over the next 18 months, including new legislation to replace the RMA and changes to national direction.

Our **Transport** Forum, chaired by Mayor Neil Holdom, is engaging with Government Ministers and officials on a range of issues as well as gathering data to support this advocacy. For example, we surveyed Transport Forum members to get an idea of the cost of implementing the Government’s new policy of variable speed limits in school areas. Early indications are that this is having a significant fiscal impact on councils already facing significant financial pressure as a result of funding decisions made in the NLTP 2024-27. We have also raised concerns with Ministers and in the media about the proposal to increase the private share of public transport operating expenditure, which is of concern to regional councils because it would significantly increase passenger fares.

In August we shared an explainer on **water services reform** ahead of the introduction of the Local Government (Water Service Preliminary Arrangements) Bill, and the Local Government (Water Services) Bill. As well as submitting on those bills in January, we hosted a well-attended Āko hour to inform councils' engagement on the Commerce Commission's discussion paper on the economic regulation of water. There is still a huge amount of investment required in the water space – which is only getting more expensive over time. We are thoughtful that, even with reform, CCOs will still be constrained by consumers' ability to pay for water services.

The Government made announcements around its **regional deals** framework at SuperLocal, with the framework largely reflecting our position. It included partnership, new funding tools and a commitment to long-term planning, and was modelled on LGNZ's proposal released earlier in 2024. We know funding tools and regulatory relief will be made available in the regions that secure deals. We have been advocating for those benefits to be available for all of local government (where that makes sense). The government so far has committed to completing one regional deal by the end of 2025 and a further two by 2026. We called for more deals to be agreed sooner in our briefing to Minister Watts when he took over as Minister of Local Government, and we understand he is supportive of this view.

We advocate to protect elected members

Every elected member knows harassment and bullying related to your role is on the rise, especially online. We help connect you to expertise (see below) and we also push for broader system change. For example, our advocacy meant the requirement to put your address on electioneering material was dropped. This year we submitted in favour of new anti-stalking legislation and how it could be relevant to elected members. We also run surveys across local government that track these trends and provide data about the scale of the problem that we can use in the media and submissions.

We innovate in the long-term interests of local government

LGNZ was instrumental in creating the Local Government Funding Authority back in 2011. Now we're working on the **Ratepayers Assistance Scheme**, which would leverage the high credit quality of local government rates, to give ratepayers access to cheap borrowing for specific home improvements or ratepayer charges in support of local and central government priorities. By accessing efficient capital market financing, the RAS would pass savings to ratepayers. The RAS lends directly to ratepayers, keeping councils financially whole.

The new Local Government Minister has expressed strong interest in progressing the RAS. We are now taking next steps to secure the necessary financial commitment and legislative changes.

We celebrate the best of local government

Our annual SuperLocal awards recognise outstanding local government projects and people – and generate media coverage for the winners.

We help Iwi connect with local government

Through our MOU with the Iwi Chairs Forum, we are engaging more closely with that group. We are working on building our direct relationships with mana whenua to support our ability to guide councils and enable Iwi to partner with you.

LGNZ connects local government

Events

Our events give you the chance to network with Ministers and other politicians. Recent events have featured Local Government Minister Simon Watts (and before him Simeon Brown), Chris Bishop (several times), Chris Penk, Simon Court, Mark Patterson, Matt Doocey, Shane Jones (several times), James Meager, Penny Simmonds, Louise Upston, Mark Mitchell, Andrew Hoggard, Todd McLay. SuperLocal featured the Prime Minister and all key Ministers (and Opposition), with Finance Minister Nicola Willis speaking at the pre-conference women's lunch. Minister Watts has told us he wants to maximise LGNZ events because he sees them as a great opportunity to engage with a wide range of local government at once – so we work closely with his office to give him opportunities to address the sector together.

All LGNZ events – from our SuperLocal conference to All-of-local government meetings, Sector meetings and Zone meetings – help elected members build relationships, learn from experts and hear about best-practice. They're a chance to build and grow relationships that provide critical support or enable regional or cross-regional projects. SuperLocal is the local government event of the year, with the Prime Minister, Ministers, experts and guest speakers joining local government to speak, network and set the media agenda. More than 800 people attended in 2024.

Networks

Our dedicated networks provide support and advice for specific groups of elected members. Te Maruata connects Māori elected members, helping give new elected members a strong local government foundation as well as somewhere to go with challenges and questions. Te Maruata holds monthly zooms as well as also meeting two or three times a year in person to hear expert speakers, workshops and discussions. Te Maruata also plays a pivotal role in LGNZ's relationship with the Iwi Chairs Forum.

Young Elected Members holds an annual in-person hui as well as meeting ahead of SuperLocal, and providing YEMs with ongoing support.

The Community Boards Executive Committee brings together community board members and runs a biennial conference, as well as working to build better relationships between community boards and councils.

Last year we brought women in local government together both online and in person, including at the hugely popular pre-conference event featuring Finance Minister Nicola Willis that received significant media coverage after she “called out the trolls”. This year we’ll be creating more vehicles for women to come together while continuing to advocate for measures to keep all elected members safer.

Elected member safety

A poll at LGNZ’s All-of-local-government meeting in April 2024 revealed 53% of attendees felt abuse and harassment was worse than a year ago. We’ve highlighted the seriousness of these issues in the media, and via our zooms with the likes of NZ Police and Netsafe. Last year we ran three zooms on your safety and security, with tips and advice from security experts, real-life case studies, and a session on how to deal more efficiently and safely with Sovereign Citizens, who are consuming huge amounts of some councils’ resources. These zooms gave elected members and CEs the chance to share experiences and realise the scale and seriousness of the problem, as well as sharing strategies to manage it.

Keeping you in the loop

Finally, we keep you informed through a broad range of communications, from personal emails to newsletters like *Keeping it Local*, social media and topical zooms.

LGNZ supports local government

Ākona professional development for election members

Elected members can access our professional development platform Ākona at home or whenever it suits you. Or, like increasing numbers of councils, councillors can gather and go through one course together. Ākona has about 500 active users, with 42 users even choosing to engage with the platform over the summer break. Over 200 users have made use of the skills analysis tool and 483 members have enjoyed the top five e-modules.

At the moment, 22 courses are available on the Ākona online platform covering these topics:

- > Asset management
- > Chairing meetings
- > Climate change
- > Conflicts of interest
- > Council membership
- > Designing and delivering great speeches
- > Engaging with Māori
- > Engaging with the media
- > Engaging with your community
- > Financial governance
- > Funding and finance
- > Governance
- > Health & safety and good governance
- > Leading complex communities
- > Local Government Official Information and Meetings Act
- > Long Term Plan
- > Navigating Local Government meetings
- > Remuneration and Tax for elected members
- > Te Reo Māori
- > The chief executive relationship
- > What is local government?

There are also 23 recorded Ako hours available:

- > Economic regulation of water services – information disclosure
- > Introducing water meters
- > Funding and financing infrastructure
- > Standing Orders with Dr Mike Reid
- > Tairāwhiti: resourcing regional resilience
- > Mangatāwhai Wetlands restoration project
- > Innovations for climate adaptation
- > Pecuniary and non-pecuniary interests
- > Te Tiriti o Waitangi
- > No News is good news – working with media
- > Social media safety
- > Empowering localism
- > Deliberative democracy
- > Privacy Act
- > Code of Conduct
- > Applied governance
- > Debate not destruction
- > Electoral reform and the future of local democracy
- > Electoral reform – a historical perspective
- > Applied governance
- > Māori wards legislation
- > Community committees
- > How to transition a new Mayor

Te Korowai

Our Te Korowai programme helps councils to understand how you're performing by identifying your most pressing challenges and opportunities, guiding you toward growth and continuous improvement. Formerly known as CouncilMARK, Te Korowai has been totally revamped and provides insights and analysis that can be turned into real action and change.

Guides and templates

LGNZ publishes a large range of guides as noted on [page 7](#). Most recently, the 2025-2028 edition of the LGNZ standing orders template was [published in late December](#). There are three templates: one for city and district councils, one for regional councils and one for community boards. Then in March we published the [Guide](#) to these templates, which includes:

- > Advice on implementing the Ombudsman's Guidance on public access to workshops;
- > More information on delegations and setting agendas;
- > Guidance on issues that emerged in the last term, such as using co-chairs and vacating the chair;
- > Protocols for online meetings and people joining meetings remotely; and
- > Templates for parental leave and childcare policies.

Last year at SuperLocal, we launched [Localism: A Practical Guide](#), which sets out a wide range of tools and approaches councils can use to apply localism across your day-to-day work.

Data and decision making

We are a founding partner of the Road Efficiency Group Te Ringa Maimoa (REG) sector partnership, which works with Road Controlling Authorities and NZTA Waka Kotahi to enhance business practices in the transport sector. This programme focuses on improving the local government capability, leading to better decision-making based on solid activity planning, service delivery, and quality comparative data.

We also work with councils to implement the Moata Carbon Portal, which helps councils manage and reduce carbon in infrastructure projects.

Want even more detail?

Every four months, LGNZ publishes a report that sets out exactly what we've worked on and achieved for members during that period. Read our most recent four-monthly reports:

- > [November-February 2025](#)
- > [July-October 2024](#)
- > [March-June 2024](#)

WHAT PROGRESS HAVE WE MADE ON 2023 AND 2024 REMITS?

Member councils can propose remits to LGNZ's AGM. The AGM then prioritises the remits that pass, to guide how much resource LGNZ puts into them.

2024 remits

Remit

Progress update

Appropriate funding models for central government initiatives

That LGNZ proactively promote and lobby for the development of a more equitable and appropriate funding model for central government initiatives.

This remit is being progressed as part of the wider funding and financing work programme (and is a core objective of this work).

GST revenue sharing with local Government

That LGNZ be proactive in lobbying central government on sharing GST revenue with local government, derived from local government rates and service fees related flood protection mitigation, roading, and three waters, for investment in these areas.

This remit is being progressed as part of the wider funding and financing work programme. The Government has signalled the return of GST on new housing and wider incentives for councils as part of pillar three of its Going for Housing Growth policy. We have been engaging with officials and the Minister to advocate for such measures.

Local Government Māori Wards and Constituencies should not be subject to a referendum

That LGNZ lobbies central government to ensure that Māori wards and constituencies are treated the same as all other wards in that they should not be subject to a referendum. We oppose the idea that Māori wards should be singled out and forced to suffer a public referendum.

Now that legislation has been passed, we know that 42 councils will be holding a referendum on Māori wards. LGNZ will support Te Maruata and the wider membership around the upcoming referenda and elections broadly.

Proactive lever to mitigate the deterioration of unoccupied buildings

That LGNZ advocate to Government:

- > For legislative change enabling local authorities to compel building owners to remediate unoccupied derelict buildings and sites that have deteriorated to a state where they negatively impact the amenity of the surrounding area.
- > To incentivise repurposing vacant buildings to meet region-specific needs, for example, accommodation conversion.

Late last year we had an initial discussion with Gisborne District Council to determine the work programme for progressing this remit, which was also discussed at the first meeting of the LGNZ Seismic Strengthening Group. We are working with GDC to deliver the work programme for this work, including raising it in engagement with Minister Penk as part of his reforms of the building system.

Representation Reviews

That LGNZ advocate for changes that support the provision of timely and accurate regional and sub-regional population data to councils for use in council representation reviews.

We have written to the Minister to highlight these matters. Statistics NZ is reviewing the methodology for the 2028 census. We are monitoring this process in case it provides an opportunity to progress this remit. A move to a four-year term, which we are actively lobbying for, would require a change in the timings of representation reviews so this remit is also informing the thinking of the Electoral Reform Working Group.

Community Services Card

That LGNZ advocate to Central Government to amend the Health Entitlement Cards Regulations 1993 so that the cardholder can use the Community Services Card as evidence for the purposes of accessing Council services which would otherwise rely on a form of means testing.

We wrote to relevant Ministers asking that councils be allowed to make use of the Community Services Card when offering discounts to council facilities. We have yet to receive a response. We also put out a media release, which got good coverage, and engaged via social media.

Graduated Licensing System

That LGNZ advocate for changes to the fee structure for driver licensing, better preparing young people for driver licence testing, and greater testing capacity in key locations throughout New Zealand, in order to relieve pressure on the driver licensing system and ensure testing can be conducted in a quick and efficient manner.

Mayors Taskforce for Jobs (MTFJ) has agreed to progress this remit because it relates to its work with the Driving Change Network. As part of this work, MTFJ has revitalised its links with the network, including joining its steering group as an *ex officio* member. The remit aligns well with the Network's work to create an equitable and accessible driver education, training and licensing system that enables safe drivers.

Since the remit was adopted, the Government has also announced changes to the drivers licensing system in line with the remit, in particular free unlimited resits of license tests have been stopped, and the community driver testing officers programme has been rolled out.

2023 remits

Remit

Progress update

Allocation of risk and liability in the building sector

We've raised the issues that this remit addresses in engagement with the Minister for Building and Construction, particularly through the Metro Sector's engagement with him, and when the Minister announced a number of changes to streamline building consent requirements earlier this year. We also used the Minister's recent announcements on moves to make remote building inspections the default as an opportunity to raise the issues this remit addresses in the media. We will continue to advocate for the changes this remit proposes in our ongoing engagement with the Minister and MBIE, and in our submission on the shift to remote building inspections.

Rates rebates

The Minister for Local Government announced an increase to the rates rebate scheme, shortly after we met Ministers Brown and Costello in early April 2024, and talked about the need for these changes to support low-income households. However, the increases that were announced are only in line with inflation, not the Local Government Cost Index, which is the core ask of a similar remit put forward by Horowhenua District Council in 2020. We'll continue to advocate for increases to the rates rebate scheme in line with the LGCI.

Roading/transport maintenance funding

Our Transport Forum is leading work on this remit. Our submission to the draft Government Policy Statement advocated for increased investment in road maintenance. The Government subsequently announced through the Budget significant additional investment (over and above that signalled in the draft GPS) of \$939.3 million for roads damaged by last year's severe weather events, and confirmed that \$1.9 billion for pothole prevention on local roads will be made available through the NLTP. Our Transport Forum will continue to advocate on this remit.

Local election accessibility

We have written to the Minister for Local Government and Minister for Disability Issues about this remit. It is also included in the draft position paper of the Electoral Reform Working Group.

Ability for co-chairs at formal meetings

We incorporated guidance (informed by legal advice) on how to introduce co-chairs into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.

Parking infringement penalties

Following discussions around progressing this remit, the Ministry of Transport confirmed that it was working to increase the maximum fees councils could charge for parking infringements and towing costs. This goes some way to addressing the concerns raised by the remit, though would not ultimately give councils the authority to set rates at the levels they deem appropriate as the remit requested. We will continue to advocate for devolving authority to councils in this area as part of our funding and finance work.

Rural and regional public transport

This remit is being progressed through the work that our Transport Forum is leading. Our submission to the draft GPS Land Transport advocated for increased investment in rural and regional public transport. The Government subsequently announced a 41% increase in indicative funding for public transport in June, including beginning rollout of the National Ticketing Solution, and in July announced \$802.9 million for investment in Lower North Island commuter rail. Our Transport Forum will continue to advocate on this remit.

Establishing resolution service

We built work on developing a resolution service into the refreshed LGNZ strategy, but National Council has decided to pause this work as a result of some councils withdrawing from LGNZ (which has had an impact on our resourcing levels). We are doing work to bring together all the work we already do in this space so that councils are aware of what support is available to them.

Earthquake prone buildings

As championed by Manawātū District Council (the mover of this remit), a review of the current earthquake strengthening requirements has been announced. Our Policy Team has been working with Manawātū District Council and officials at MBIE to ensure the review meets the needs of local government, and that there is strong local government input into it – including getting our three suggested members appointed the steering group. There has been good media coverage of this review, and the role Manawātū District Council has played in pushing for it. An issues paper has now been drafted ahead of convening a group of elected members/officers to help guide LGNZ's response to the review.

KiwiSaver contributions for elected members

We have engaged with Ministers and officials on this issue. We have engaged Simpson Grierson to provide detailed advice on options for providing KiwiSaver contributions for elected members – including drafting of relevant legislative clauses. We have proactively raised this issue with Minister Watts as part of our briefing to the incoming minister.

Scope of audits and audit fees

We have raised the cost of audits with the Minister and Prime Minister as part of our wider advocacy around seeking reform of the Long-term Plan to make it more effective and efficient.

Another part of our approach to reduce fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-term Plans and Annual Plans and reports are reduced to be better aligned with needs and cost less to audit. We have met with Audit NZ, Taituarā and the Office of the Auditor General to review the current requirements of long-term planning and associated reporting. This has informed further advocacy to DIA and the minister.



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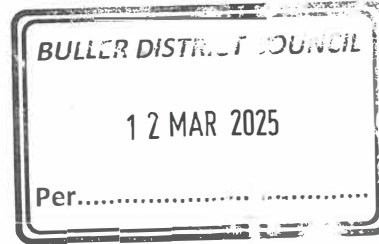
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7 March 2025

The Mayor
Mr Jamie Cleine
Buller District Council
PO Box 21
Westport 7825



SCANNED
E-MAILED
@ 12:37 pm - 24/3/25

Dear Jamie

I am writing to invite you to the Westport ANZAC day parade, memorial to be held on Friday 25 April 2025 at the Memorial Gates at 11:00am. Then over to the RSA for drinks and nibbles from 12:00 noon.

Looking forward to your reply.

Yours sincerely

Martyn Preece

Martyn Preece
President
Westport RSA

Hon Chris Bishop

Minister of Housing
 Minister for Infrastructure
 Minister Responsible for RMA Reform
 Minister of Transport
 Leader of the House
 Associate Minister of Finance
 Associate Minister for Sport and Recreation



31 March 2025

Greetings,

I am writing to update you on the progress the Coalition Government is making to improve the resource management system, particularly in relation to Phase Three of our reform programme.

On 24 March 2025, Cabinet agreed to replace the Resource Management Act 1991 (RMA) with two new pieces of legislation:

- *The Planning Act* – focused on regulating the use, development and enjoyment of land
- *The Natural Environment Act* – focused on the use, protection and enhancement of the natural environment.

On Friday, I announced further detail on the approach to reform, including a refocused approach to national direction under the RMA through Phase Two of our reforms. You can read my speech on the Beehive website, at: <https://www.beehive.govt.nz/speech/speech-nz-planning-institute-conference>.

New Blueprint to replace the RMA

Last year, the Government set ten principles for the new resource management system. In September 2024, we established an Expert Advisory Group (EAG) to test and further refine these principles, and to develop a blueprint for reform.

The EAG delivered its blueprint earlier this year. It provides a workable package of 21 recommendations that address the main failings of the RMA and deliver a system that will make it easier to get things done in New Zealand, better recognise property rights, and improve environmental protection.

Cabinet has agreed that the EAG blueprint delivers a workable basis for a new planning system and has made in-principle decisions on a range of new features for the system, drawing upon the blueprint.

I encourage you to read the EAG blueprint which has been published on the Ministry for the Environment's (the Ministry's) website at: <https://environment.govt.nz/publications/blueprint-for-resource-management-reform/>.

The cabinet paper noting Cabinet's decisions on the EAG report can be read on the Ministry's website here: <https://environment.govt.nz/what-government-is-doing/cabinet-papers-and-regulatory-impact-statements/replacing-the-rma1991/>.

Next steps and further information

Over the next few months, detailed policy work will be undertaken by government agencies to implement Cabinet's decisions. As part of this process, agencies will be consulting with local government, iwi and key stakeholders to provide good advice to Ministers.

I would welcome your participation in this process.

This is a once-in-a-generation opportunity to get RMA reform done properly and comprehensively. I want to stress to you that the government is intent on serious reform. A shift from a precautionary to a more permissive approach to resource management will unlock development opportunities, streamline processes, and enhance New Zealand's ability to meet its housing, infrastructure, and environmental objectives.

We are aiming to introduce two Bills in Parliament in late 2025 with a view to Parliament enacting these in mid-2026. We intend to engage with the Opposition during this process.

Rescoped National Direction

Cabinet has also reconsidered the scope of the national direction programme in light of the swift progress we have made on Phase Three of our reform programme. Last year I announced that we had decided to progress proposals on 21 national direction instruments.

Given the complexity of Phase Three reform, we will now be focusing on targeted proposals for 16 instruments that will have immediate impact on the resource management system while the new resource management system is developed and implemented.

We expect to release consultation documents relating to the national direction programme by mid-year 2025. You can find a fact sheet on the national direction on the Ministry's website here: <https://environment.govt.nz/publications/national-direction/>.

Thank you for your engagement on this important programme of reform.

Yours sincerely,



Hon Chris Bishop
Minister for Responsible for RMA Reform

Cc: Simon Court MP, Parliamentary Under-Secretary to the Minister Responsible for RMA Reform

Hon David Seymour

MP for Epsom

Deputy Prime Minister (from 31 May 2025)

Minister for Regulation

Associate Minister of Education (Partnership Schools)

Associate Minister of Finance

Associate Minister of Health (Pharmac)

Associate Minister of Justice (Treaty Principles Bill)



09 APR 2025

Jamie Cleine
Buller District Council
jamie.cleine@bdc.govt.nz

Dear Jamie

As Associate Minister of Education with responsibility for school attendance, I am writing to share with you some recent work the Government has been doing to improve attendance. I am eager that community leaders, such as yourself, are aware of this work and ask you to consider what you can do to support the young people in your communities to be present at school so that they are setting themselves up for a bright future.

Student attendance in New Zealand has been declining for over ten years, and this remains a significant challenge. Research and evidence show that regular school attendance leads to better educational, employment and social outcomes. That's why the Government has set a target of improving student attendance.

It's going to take collective and collaborative action to turn around this declining trend. The schools and kura in your region and communities need your support to encourage students to attend school, where they can participate, engage and learn. By working together, we can help students build brighter futures.

The Government is working with schools on a range of initiatives to improve attendance. Here are some of the things we're doing:

- The Ministry of Education is now **publishing school attendance data daily** – this is available to the public via an interactive dashboard, which can be filtered by regional council. You can check out the dashboard and how your region is tracking at [Daily attendance dashboard | Education Counts](#). Schools' attendance data is automatically sent daily to the Ministry by 6pm and published on the dashboard the next day. Daily reporting improves our understanding of attendance trends to help inform our decisions.
- We're working hard to **understand the barriers to attendance and how we can address these** through the provision of the right supports and services. This often involves working with our wider communities and across multiple government agencies.
- We're **growing public awareness and shifting attitudes and behaviours** around student attendance.

Here are four things you can do to help:

- 1) **Check out the dashboard** and how your region compares with other parts of New Zealand. Encourage others in your community to engage with this dashboard.
- 2) **Lead a conversation** with your community around how they can support schools to improve attendance. Even small steps like encouraging local businesses to be aware that school-aged children should be at school during school hours is helpful.

- 3) **Amplify the message** that school is helping our young people achieve better outcomes.
- 4) **Let us know what's working** – or not working – in your community, to get our young people in school.

I truly appreciate your support with this important challenge – thank you. If you need any further information about the daily attendance dashboard, please contact the Ministry of Education via Requests.DataandInsights@education.govt.nz

Kind regards

A handwritten signature in blue ink, appearing to read 'D Seymour', with a stylized flourish at the end.

Hon David Seymour
Associate Minister of Education



Tangi Utikere

MP for Palmerston North

*Spokesperson for Local Government,
Transport, Small Business and Racing*

04 817 8835

Tangi.Utikere@parliament.govt.nz

Freepost PO Box 18 888

Parliament Buildings, Wellington 6160

 /Tangi.Utikere.NZ

10 April 2025

Kia orana,

Following Labour's recent caucus reshuffle, I was appointed as Labour spokesperson for Local Government and wished to take the opportunity to introduce myself.

Prior to my election to Parliament in 2020, I served 10 years in Local Government as a City Councillor and Deputy Mayor.

During my time in Local Government, it was a priority for me to work with people from right across the political spectrum. It is my intention to continue in this manner when engaging with Local Government in my new role.

Along with the Local Government portfolio, I also added the Small Business portfolio to complement my existing Transport and Racing portfolios, alongside being a member of Parliament's Transport and Infrastructure Committee.

Councils are well placed to understand local community needs, and a robust partnership with central Government to support the sector in meeting these needs is vital. Please reach out if I can be of any assistance, and I'd be keen to engage with you if you would find this helpful.

Labour will be developing our policy platform as we head towards the next election, and I welcome hearing from you with any particular Local Government policies you believe would benefit from reform.

I look forward to working together to ensure the sector is a strong and resilient one.

Kia manuia,

Tangi Utikere
MP for Palmerston North





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OFFICE OF THE MAYOR
Jamie Cleine

28 March 2025

Kevin Smith

Via email: [REDACTED]

Dear Kevin,

Public Forum Response - 26 March 2025

Thanks for speaking to public forum on the community representative for the Westport Rating District Joint Committee.

Council considered this matter in the Public Excluded section of our meeting.

There was a resolution moved and seconded naming you as the preferred candidate as community representative to the Westport Rating District Joint Committee. However, when this was voted on, the votes were tied 5/5. Council standing orders do not provide for a casting vote in these circumstances and so the motion is not approved and the status quo remains.

This means you were not approved as the preferred candidate by council. It is worth noting that at this time Council has not approved anyone else for the role either.

The West Coast Regional Council is the administrator of the application process, and we have also notified them of this decision.

West Coast Regional Council will determine what happens next in this process.

I appreciate that may not be the outcome you were hoping for, however council wishes to thank you for your on-going interest and participation these matters.

Best Regards

Jamie Cleine
Buller District Mayor

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OFFICE OF THE MAYOR
 Jamie Cleine

31 March 2025

Garry Howard

Via email: [REDACTED]

Dear Garry,

Public Forum Response - 26 March 2025

Thank you for speaking at public forum.

Council did resolve to support the Master Plan to the next steps. The Resilient Westport Team and I are mindful of the media coverage the Master Plan has generated and can assure you that we are doing all we can to ensure accurate and factual information is provided in any outgoing communications. Further narrative on the Master Plan will also be included in the 2025-34 Draft Long Term Plan to try and articulate the intention of this work and what it means for the district.

You articulated well the need and benefit of a long-term approach to planning for growth. We anticipate there will be many touch points of consultation over coming years if and when significant milestones in the Master Plan are considered. The Master Plan should be considered conceptual and is the beginning of a very long-term work stream if we are successful in our implementation phase. Council does respect the view of others and that not all agree with the need for future planning of this nature.

It is also important to note that decision makers take into account all views both positive and negative when making decisions, this is also weighed against other relevant matters such as natural hazard information, engineering solutions, central government policy, and economic considerations.

Westport has a very bright future and master planning is one small part of the broader flood protection work, all of which is running concurrently.

Long Term Plan – Rates Increases

Council is mindful of deferring important expenditure in order to keep rates artificially low. As you have identified, this effectively “kicks the can down the road” for future years to catch up. Our team have worked hard to balance the tension between prudent infrastructure investment, maintaining service levels and the level of rates included in the LTP. The consultation process will help inform council if we have got this balance right.

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Council Fees and Charges

Thank you for your feedback on the proposed fees and charges for the 2025-34 Long Term Plan. Council encourages you to engage in the formal submission process on these matters for further consideration.

Council appreciates the interest and input you continue to provide to the district in your various roles.

Best Regards



Jamie Cleine
Buller District Mayor



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OFFICE OF THE MAYOR
 Jamie Cleine

31 March 2025

Margaret Grant
 Via email: [REDACTED]

Dear Mrs Grant,

Public Forum Response - 26 March 2025

Thank you for speaking at public forum.

Council did resolve to support the Master Plan to the next steps. Both the Resilient Westport Team and council are mindful of the media coverage the Master Plan has generated and can assure you that we are doing all we can to ensure accurate and factual information is provided in any outgoing communications. Further narrative on the Master Plan will also be included in the 2025-34 Draft Long Term Plan to try and articulate the intention of this work and what it means for the district.

We share your frustration with the way national media choose to report our stories at times, this is often difficult to control. Westport has a very bright future and master planning is one part of the broader flood protection work, all of which is running concurrently.

We anticipate there will be many touch points of consultation over coming years if and when significant milestones in the Master Plan are considered. The Master Plan should be considered conceptual and is the beginning of a very long-term work stream if we are successful in our implementation phase. Council does respect the views of others and acknowledge that not all agree with the need for future planning of this nature.

It is also important to note that decision makers must take into account all views both positive and negative when making decisions, this is also weighed against other relevant matters such as natural hazard information, engineering solutions, central government policy, and economic considerations.

District Licensing Committee (DLC)

Council appreciated your comments on the value that community members bring as members of the DLC. In that regard we have approved a process to recruit additional community representation to add, alongside our elected members to the DLC. I expect the public recruitment process will begin soon.

Thank you for your on-going interest and support of the district.

Best Regards



Jamie Cleine
Buller District Mayor



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OFFICE OF THE MAYOR
Jamie Cleine

31 March 2025

Margaret Montgomery
[REDACTED]
Westport 7866

Dear Mrs Montgomery

Public Forum Response – 26 March 2025

Thank you for speaking at public forum.

Council did resolve to support the Master Plan to the next steps. Both the Resilient Westport Team and council are mindful of the media coverage the Master Plan has generated and can assure you that we are doing all we can to ensure accurate and factual information is provided in any outgoing communications. Further narrative on the Master Plan will also be included in the 2025-34 Draft Long Term Plan to try and articulate the intention of this work and what it means for the district.

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Council does respect the views of others and acknowledge that not all agree with the need for future planning of this nature.

It is also important to note that decision makers must take into account all views both positive and negative when making decisions, this is also weighed against other relevant matters such as natural hazard information, engineering solutions, central government policy, and economic considerations.

Council appreciates the interest and input you have provided. We also share your frustration with the way national media choose to report our stories at times, this is often difficult to control.

Best Regards

Jamie Cleine
Buller District Mayor

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OFFICE OF THE MAYOR
 Jamie Cleine

31 March 2025

Paul Reynolds
 Via email: [REDACTED]

Dear Mr Reynolds,

Public Forum Response - 26 March 2025

Thank you for speaking at public forum.

Council did resolve to support the Master Plan to the next steps. Both the Resilient Westport Team and council are mindful of the media coverage the Master Plan has generated and can assure you that we are doing all we can to ensure accurate and factual information is provided in any outgoing communications. Further narrative on the Master Plan will also be included in the 2025-34 Draft Long Term Plan to articulate the intention of this work and what it means for the district.

We anticipate there will be many touch points of consultation over coming years if and when significant milestones in the Master Plan are considered. The Master Plan should be considered conceptual and is the beginning of a very long-term work stream if we are successful in our implementation phase. Council does respect the views of others and acknowledge that not all agree with our view that there is a need for future planning of this nature.

It is also important to note that decision makers must take into account all views both positive and negative when making decisions, this is also weighed against other relevant matters such as natural hazard information, engineering solutions, central government policy, and economic considerations.

We note your feedback on councils' communication and engagement efforts and confirm this is an area that we should always seek to improve through utilisation and innovation across all methods including in-person engagement.

We believe Westport has a very bright future and master planning is one part of the broader flood protection work, all of which is running concurrently to support that.

We believe Westport has a very bright future and master planning is one part of the broader flood protection work, all of which is running concurrently to support that.

Best Regards



Jamie Cleine
Buller District Mayor

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OFFICE OF THE MAYOR
 Jamie Cleine

31 March 2025

Tony Bartley

Via email: [REDACTED]

Dear Mr Bartley,

Public Forum Response - 26 March 2025

Thank you for speaking at public forum. However, I wish to advise that your behaviour was close to a point where I was considering (as Chair) to ask you to stop. I acknowledge your apparent frustration at the Master Plan but your raised voice and disruptive stomping on the floor was unacceptable and unnecessary in conveying your message. In fairness to other members of the public in attendance this is unlikely to be accepted in future at council's public forum.

Council did resolve to support the Master Plan to the next steps. Both the Resilient Westport Team and council are mindful of the media coverage the Master Plan has generated and can assure you that we are doing all we can to ensure accurate and factual information is provided in any outgoing communications. Further narrative on the Master Plan will also be included in the 2025-34 Draft Long Term Plan to articulate the intention of this work and what it means for the district.

We anticipate there will be many touch points of consultation over coming years if and when significant milestones in the Master Plan are considered. The Master Plan should be considered conceptual and is the beginning of a very long-term work stream if we are successful in our implementation phase.

Council does respect the views of others and acknowledge that not all agree with our view that there is a need for future planning of this nature.

It is also important to note that decision makers must take into account all views both positive and negative when making decisions, this is also weighed against other relevant matters such as natural hazard information, engineering solutions, central government policy, and economic considerations.

Westport has a very bright future and master planning is just one part of the broader flood protection work, all of which is running concurrently.

Best Regards



Jamie Cleine
Buller District Mayor

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WEST COAST
UNTAMED NATURAL WILDERNESS



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OFFICE OF THE MAYOR
Jamie Cleine

3 April 2025

Garry Howard

Via email: [REDACTED]

Dear Mr Howard,

I am writing you in respect to your email received on the 1st of April 2025.

We hope that the below clarification of the Buller District Councils position on the recently approved draft Master Plan categorically states the position of the Council and also speaks to the key messaging that the team has been utilising throughout the recent engagement process.

We can categorically state that the Master Plans intentions are not to move or abandon Westport.

The planning process is a component of an integrated set of workstreams, funded through Central Government via the Resilient Westport Steering Group.

The Resilient Westport works operate under the P.A.R.A framework for adaptation. And as you are aware the significant portion of the funding has been allocated to the physical protection of Westport via the flood defences, which are the responsibility of the West Coast Regional Council.

The Westport Master Plan looks a lot wider than hazard responses alone, it looks to the opportunity for growth and economic benefits to the district, while also acknowledging long term adaptation processes that may be required.

In order to achieve the growth and also encourage development over time in lower hazard areas the plan essentially has taken a 50 and 100 year view of Westport's issues, constraints and opportunities. Doing so requires land and seed funding, which the team is currently exploring with various partners within Government. This approach provides growth opportunities, while also providing an 'insurance policy' to future potential hazards – similar to what Rolleston was to the Christchurch Residential Red Zone, a long-term growth strategy that can pivot to a relocation area if so required.

For the key messaging of the project, which should clarify any confusion as to the move or abandonment of Westport we encourage you to go to the Resilient Westport website

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<https://www.resilientwestport.co.nz/draft-master-plan>). You will find all the accurate information and the plan here also.

We note the significance and importance of O'Connor Homes for our community, and wish to show our support.

We understand that you have been meeting with the relevant teams at the West Coast Regional Council (WCRC) to understand the flood protection measures being put in place and that you are working collaboratively with them.

If there are any further questions or concerns please do not hesitate to contact myself and the team – and we understand the frustration that has been caused by inaccuracies in national media recently.

Kind regards

A handwritten signature in blue ink, appearing to read 'Jamie Cleine', with a stylized flourish at the end.

Jamie Cleine
Buller District Mayor

PRO.TPP.26

11 April 2025

Hon Penny Simmonds
Minister for Vocational Education
Parliament Buildings
Wellington 6160

Email: P.Simmonds@ministers.govt.nz

Tēnā koe Minister Simmonds,

ENSURING THE FUTURE OF VOCATIONAL EDUCATION ON THE WEST COAST

We, the undersigned representatives of the West Coast region, express our strong support for the continued operation of Tai Poutini Polytechnic (TPP) and fully endorse the document prepared by the TPP External Stakeholder Group, enclosed with this letter. While we acknowledge the financial challenges currently facing TPP, we firmly believe its ongoing presence is essential to the economic, social, and educational wellbeing of our region.

As the only tertiary education provider based on the West Coast, TPP ensures our people have access to vocational training without needing to relocate. Many of our learners, particularly those in isolated communities, face significant financial, geographic, and social barriers that make studying elsewhere impractical.

The Polytechnic is a key driver of our workforce development, providing essential training across industries critical to our region's economy, including trades, mining, outdoor education, and pounamu carving. Importantly, TPP also supports industries that are fundamental to our future economic sustainability, such as agriculture, mining and conservation, aligning with the skills needs identified in the Te Tai o Poutini Regional Workforce Plan and the Government's "Going for Growth" strategy.

TPP has been integral in preparing our workforce for careers in sectors where there are pressing skills shortages, including construction, tourism, and primary industries. The importance of locally delivered education is underscored by our aging workforce and the urgent need to retain and train younger workers. With new mineral sector projects expected to generate over 800 direct skilled jobs in the coming years, it is crucial that we maintain the capacity to train local people for these opportunities rather than rely on an external workforce.

We urge the Government to recognise that the viability of TPP should not be measured solely in financial terms but also in terms of its impact on our communities. While TPP has faced operational and financial challenges, its current performance should not determine its future potential.

With the right support and strategic leadership, TPP can continue to play a pivotal role in delivering high-quality vocational training that meets the region's needs. Alternative funding models, targeted government investment, and regional development approaches should be explored to ensure TPP remains an accessible and thriving institution. The estimated \$4.2 million annual investment

required to sustain TPP is a fraction of the economic and social costs that would result from its closure.

The West Coast is already facing challenges with skills shortages, workforce retention, and economic diversification. Maintaining a strong local tertiary institution is key to addressing these issues and supporting our long-term regional growth.

In closing, we seek an opportunity to meet with you and to work collaboratively with Government to secure the future of Tai Poutini Polytechnic. We would welcome your office to contact Jade Mahuika, email jade@dwc.org.nz, to coordinate this.

Ngā mihi nui,



Renee Rooney
Chair - Development West Coast



Peter Haddock
Chair - West Coast Regional Council



Jamie Cleine
Mayor - Buller District



Helen Lash
Mayor - Westland District



Tania Gibson
Mayor - Grey District



Paul Madgwick
Chair - Te Rūnanga o Makaawhio



Francois Tumahai
Chair - Te Rūnanga o Ngāti Waewae

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OFFICE OF THE MAYOR
Jamie Cleine

22 April 2025

Sharon Roche

Via email: [REDACTED]

Dear Sharon,

Letter of Appreciation – Independent Chair RAC

On behalf of Council, I would like to express our sincere appreciation for your service as the Independent Chairperson of the Risk and Audit Committee.

The introduction of an independent chair in 2022 followed recommendations from the Office of the Auditor-General to all councils. As the inaugural chairperson, your leadership in shaping effective relationships and guiding the evolution of the Committee throughout the triennium has been greatly valued.

We wish you every success in your future endeavours and are pleased to note your recent appointment as CEO of Buller Holdings Ltd. It is reassuring to know that your expertise and dedication will continue to benefit both Council and our wider community through the success of our Council-owned companies.

Best Regards



Jamie Cleine
Buller District Mayor

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 11

Prepared by Simon Pickford
Chief Executive Officer

Attachments 1. Regulatory Report April 2025

Public Excluded: No

CHIEF EXECUTIVE OFFICER'S REPORT

1. **REPORT PURPOSE**

This report provides an overview of activities across the previous month and a 'horizon-scan' of upcoming strategic focus areas and opportunities. No decision is needed in relation to this information.

2. **DISCUSSION**

3. **Legislation tracker**

Five Bills have left the tracker. The Building (Overseas Products, Standards and Certification) Amendment Bill received royal assent on 7 April. The Arms Amendment Bill received royal assent on 29 March. The Principles of the Treaty of Waitangi was voted down at second reading. The Public Works (Prohibition on the Compulsory Acquisition of Māori Land) Amendment Bill did not receive a first reading.

Also removed is the Local Waters Done Well Bill #4 – this was speculative based on the assumption that a final Bill would be needed to 'tidy up' those that went prior. However, it seems the passage of the Bill has been delayed to September suggesting there will be no 'runway' left for further amendments.

Additions and amendments are highlighted in yellow.

The table below outlines the known and anticipated future legislation with some direct impact on the local government sector. Legislation is classified into three categories:

- in the final stages of the Parliamentary process (orange) - the Bill has passed the point where public submissions or other action can influence the final design of legislation (i.e. the Bill is reported from the Select Committee. It is unusual for Parliament to accept an amendment in the Committee of the House stage that is not promoted by the Government)

- live for submissions (white) – legislation is on the Parliamentary Order paper and is either open for submission or awaits a referral to the Select Committee
- upcoming (green) - legislation has been signalled in coalition agreements or Ministerial statements, etc noting that some items may be speculative.

Bill	Description	Status in Parliament
<p>Responding to Abuse in Care Legislation Bill (Government Bill)</p> <p>Introduced 12 November 2024</p>	<p>Allows the Chief Archivist to audit agencies more frequently.</p>	<p>Select Committee has reported back.</p>
<p>Statutes Amendment Bill (Government Bill)</p> <p>Introduced 23 September 2024</p>	<p>Omnibus Bill making technical and non-controversial amendments to legislation (often these are to correct drafting errors).</p>	<p>Select Committee has reported back.</p>
<p>Crimes (Countering Foreign Interference) Amendment Bill (Government Bill)</p> <p>Introduced 14 November 2024</p>	<p>The Bill strengthens the law around foreign interference targeting New Zealand. The Bill brings local authorities into the provisions related to the wrongful communication, retention or copying of official information in section 78A of the Crimes Act.</p>	<p>Bill referred to Justice Committee – submissions closed. Select Committee report due 19 May.</p>
<p>Resource Management Act (Consenting and Other System Changes) Amendment Bill</p> <p>Introduced 9 December 2024</p>	<p>This Bill amends the Resource Management Act 1991 to progress Government priorities, including making it easier to consent new infrastructure, encouraging investment in renewable energy, and making medium-density residential standards optional for councils.</p>	<p>Bill referred to Environment Select Committee – submissions closed. Select Committee report due 17 June.</p>

<p>Local Government (Water Services) Bill (Government Bill)</p> <p>Introduced 10 December 2024</p>	<p>Gives effect to the Government decisions about the powers and duties of new water services entities, and the framework for economic regulation. Makes changes to quality regulation and powers of Taumata Arowai.</p>	<p>Bill referred to the Finance and Expenditure Select Committee. Submissions closed. Report due 17 June. We understand that legislation is expected in September.</p>
<p>Customer Guarantees (Right to Repair) Amendment Bill (Members' Bill)</p> <p>Introduced 19 February 2025</p>	<p>Bill requires companies to hold stocks of spare parts to enable repair of goods that develop a fault.</p>	<p>Bill referred to Economic Development, Science and Innovation Select Committee. Submissions closed.</p>
<p>Term of Parliament (Enabling a 4 Year Term) Legislation Amendment Bill (Government Bill)</p> <p>Introduced 27 February 2025</p>	<p>Provide for a four-year term for Parliament, subject to a referendum and certain criteria around membership of Select Committees</p>	<p>Bill referred to the Justice Select Committee. Submissions closed on 17 April. Report due 5 September.</p>
<p>Land Transport Management (Time of Use charging) Amendment Bill (Government Bill)</p> <p>Introduced 16 December 2024</p>	<p>Gives effect to the Government decisions to allow time of use charging on roads that meet policy criteria.</p>	<p>Bill referred to the Transport and Infrastructure Select Committee. Submissions due 27 April. Report due 4 September.</p>
<p>Credit Contracts and Customer Finance Bill</p> <p>Government Bill</p> <p>Introduced 27 March 2025</p>	<p>Intended to make access to this finance easier and cost effective. Submission would ensure there are no unintended consequences for the sector (for example, nothing gets in the way of the operation of voluntary targeted rates).</p>	<p>Awaiting first reading.</p>

<p>Sale and Supply of Alcohol (sale of Alcohol on the morning of Anzac Day, Good Friday, Easter Monday and Christmas Day) Amendment Bill</p> <p>Members' Bill</p> <p>Introduced on 20 February 2025</p>	<p>Bill would extend the sale of alcohol to those four named days.</p>	<p>First reading on 9 April. Bill referred to the Justice Committee. Submissions close 22 May.</p>
<p>Resource Management (Prohibition on the Extraction of Freshwater for On-selling) Amendment Bill</p> <p>Members' Bill</p> <p>Introduced on 13 March 2025</p>	<p>This Bill would amend the Resource Management Act to make the extraction of freshwater for the purpose of on-selling in a packaged form a prohibited activity,</p>	<p>A member's bill awaiting first reading.</p>
<p>Granny Flats Amendment Bill</p> <p>Government Bill</p>	<p>New NES and changes to Building Act to allow for building of 60m2 secondary dwellings without consents.</p>	<p>Signalled in coalition agreements this is expected by the end of March 2025. Follows MBIE consultation that closed August 2024.</p>
<p>Public Works Act (Critical Infrastructure) Amendment Bill</p> <p>Government Bill</p>	<p>Gives effect to recommendations made by PWA Expert Panel and other tidy-ups.</p>	<p>Policy decisions to be made in late 2024. Legislation is expected May 2025</p>
<p>Local Government Systems Improvements Bill</p> <p>Government Bill</p>	<p>Gives effect to proposed change of purpose of local government, rate-capping and performance comparisons.</p>	<p>Signalled in the back-to-basics announcements at the LGNZ Conference. Expected in June 2025.</p>
<p>Te Ture Whenua Māori Amendment Bill</p> <p>Government Bill</p>	<p>Amends Te Ture Whenua Māori Act 1993 to "better</p>	<p>Announced in the release of the Quarter One 2025 Action Plan. Policy decisions in the</p>

	enable Māori economic development”.	first quarter and legislation late 2025. Speculative – this may include changes to the Rating Act
RMA Replacement Bill Government Bill	A new act to “manage environmental effects that arise from the use of natural resources”.	Signalled in coalition agreements – late 2025.
Urban Development and Infrastructure Bill Government Bill	Bill to enable urban development and infrastructure. This act will also be aligned with the Government’s Going for Housing Growth plan and its 30-year National Infrastructure Plan.	Signalled in coalition agreements – mid-late 2025.
Building Act Amendment Bill Government Bill	More comprehensive changes to Building consenting making it easier for private BCAs, address barriers to voluntary consolidation, national consenting body, ensuring national consistency, strengthening roles and responsibilities, new consent pathway for commercial buildings, new assurance pathways more self-certification – further streamlining, risk and liability.	Late 2025?
Emergency Management Bill Government Bill	The Government will implement a programme of changes in five broad areas: <ul style="list-style-type: none"> • Give effect to the whole-of-society approach to emergency management. • Support and enable local government to deliver a 	In preparation – expected late 2025 (a discussion document was released in the week prior to Easter).

	<p>consistent minimum standard of emergency management across New Zealand.</p> <ul style="list-style-type: none"> • Professionalise and build the capability and capacity of the emergency management workforce. • Enable the different parts of the system to work better together. • Drive a strategic focus on implementation and investment to ensure delivery. 	
Treaty Clauses Legislation Bill Government Bill	Bill implementing results of the review of existing Treaty clauses in legislation.	Mid-late 2025
Local Government (Infrastructure Funding and Financing) Amendment Bill Government Bill	Bill will replace development contributions with a system of development levies. Possible changes to targeted rates.	Signalled in Ministerial speech on 28 February. Expected in September 2025
Infrastructure Funding and Financing Amendment Bill Government Bill	Would give effect to refinements to the vehicle for special purpose vehicles.	Signalled in Ministerial speech on 28 February. Expected in September 2025
Biosecurity Amendment Bill Government Bill	Bill to give effect to any policy decisions to modernise this legislation. Consultation closed December 2024. .	Mid-late 2025
Regulatory Standards Bill Government Bill	Bill to improve standards of government regulation and the policy-making process in general. (This would give effect to any policy decisions arising from the November 2024 consultation document).	Signalled for introduction in late -2025.

Public Works Act Amendment Bill #2	Bill to implement results of the wider PWA review.	Signalled by Ministers of Land Information and Infrastructure.
Land Transport Legislation Bill Government Bill	Bill to place government under an obligation to prepare the GPS Land Transport with a ten-year investment horizon (as signalled in the draft GPS). Will empower road tolling. Will be needed to empower transition away from fuel excise, and value capture.	Signalled by minister – expected in late-2025.
Waste Management Bill	Potentially implementing the conclusions of the 2023 consultation on waste management.	Not clear how fast this is progressing within MFE. Mid-late 2025.
Emissions Trading Scheme Amendment Bill	Introduces the split gas approach and methane targets referred to in the National/Act agreement.	Not clear how fast this is progressing within MFE.
Hazard Substances and New Organisms Amendment Bill	Liberalises the laws around GMOs as set out in the National/Act agreement.	Not clear how fast this is progressing.
Climate Adaptation Bill	Bill sets the legal framework for powers and responsibilities with respect to climate adaptation. If there is a climate adaptation fund it will be in this Bill.	Late 2025
GST Amendment Bill	A Bill may be needed to give effect to any decision to hypothecate a share of the revenue from GST for new builds to the sector.	Signalled in the ACT/National agreement for investigation. Likely to be and end of 2025 (if at all).
Rates Rebates Amendment Bill	Extends scheme for Super Gold Card holders.	Investigation signalled in the NZ First/National agreement has not progressed to date.

4. **Regulatory Report**
See **Attachment 1**.
5. The standard considerations have been thoroughly evaluated, and there are no additional comments at this time.
6. **DRAFT RECOMMENDATION**
That the Chief Executive Officer's Report dated 26 April 2025 be received.



Regulatory Report

30 April 2025
Simon Bastion
 Group Manager, Regulatory Services

Group Manager Update

It has been a busy period finalising the Regulatory input into the TTPP. The Planning Manager has been tasked with reviewing the outcomes of the RMA commissioners prior to joint committee meetings. The review will provide a summary document for the joint committee to evaluate when assessing the commissioners' decisions.

We continue to follow through on the increase in non-compliance across the board which has diverted staff from direct consent processing. There will be further work in the coming months in regards to a number of matters of concern.

We have seen a significant increase in LIM's requests and a number of new subdivision applications. The team are attending a Top of the South forum on LIM's in May

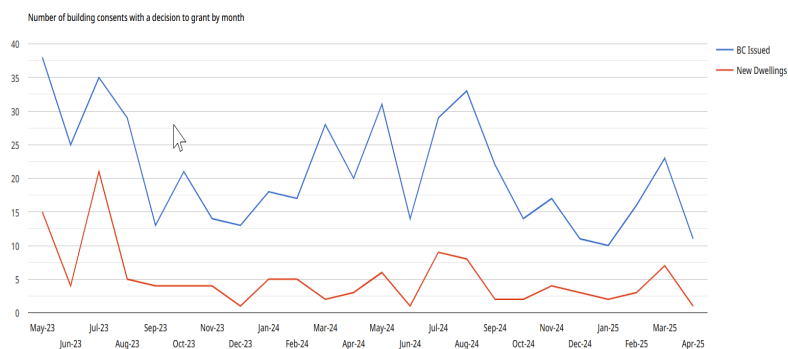
A full review of our Regulatory Applications forms is underway and we are looking at the opportunity to improve our service delivery through online forms for Regulatory Services via Business Connect. We expect this project to have its first new templates developed and online from July 25.

We continue to work closely with CDEM team to validate community readiness in regard to resources and supplies. The focus will be on the community welfare centres to ensure they have the ability to stand alone during an extended crisis.

We will start revising the Business Continuity Plans for the Buller council. The current plans need a full revision to ensure we have the plans to manage any future business crisis. The work has now been contracted and will be completed by the end of June

Building Team

Building Consents – Mar – 23 consents issued – 7 dwellings



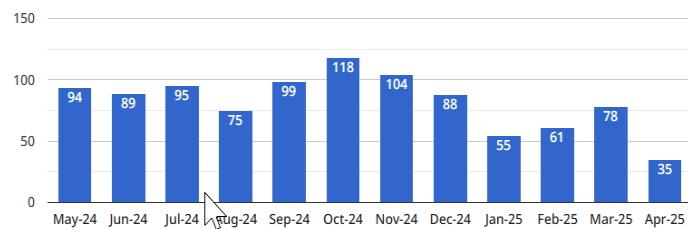
Total Building Consents

BC Granted/Issued
 Monthly for All Building Types and All Complexities

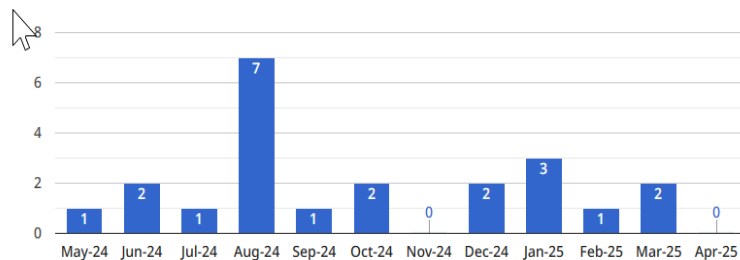


INSPECTIONS – 78 inspections undertaken

Inspections Undertaken
Monthly for All Building Types and All Complexities

**Project Information Memorandum (PIM)** – 2 PIM's

All PIM Apps Issued (Incl. PIM Only and PIM/BC)
Monthly for All Building Types and All Complexities

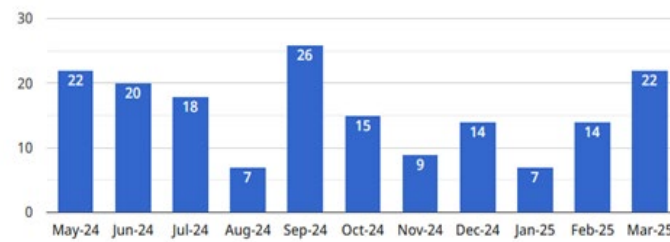


- Compliance Schedule audits have been completed.
- Assessing flood damaged dwellings that were placard 2021 and 2022. Have a new format to assess properties that are still outstanding.

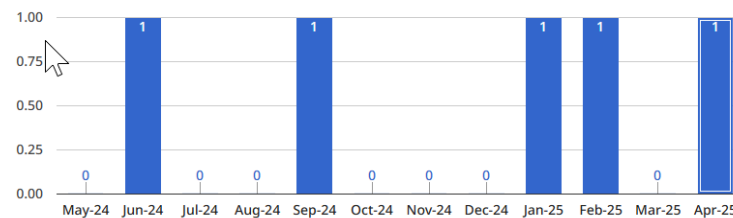
Code Compliance Certificate – 22 CCC issued – all within 20 day time frame

22 CCC issued in March.

CCC Issued
Monthly for All Building Types and All Complexities

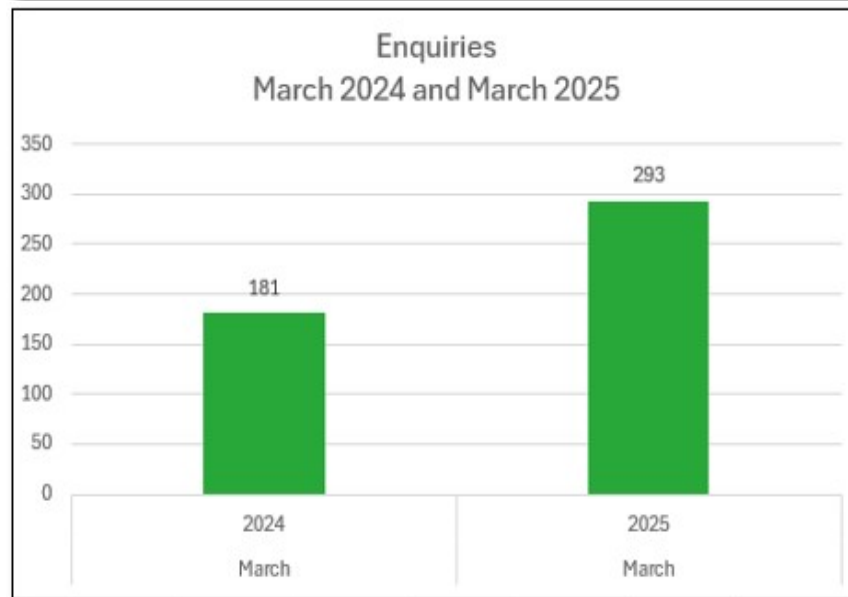
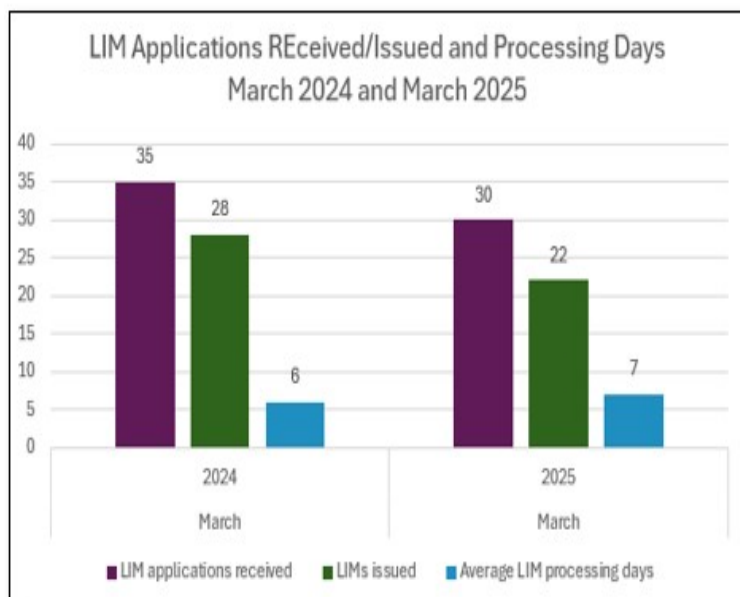
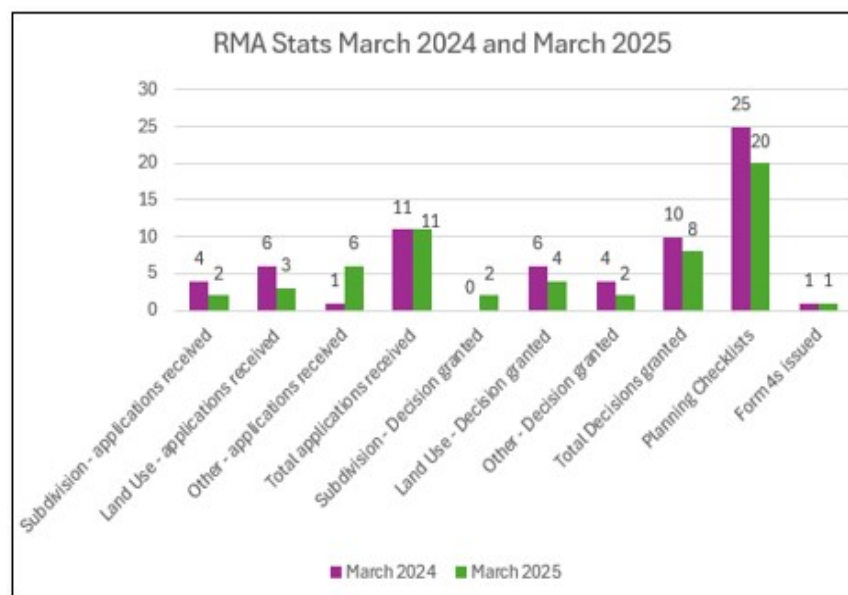
**Consent Processing Times vs Statutory Timeframe**

BC Decision to Grant - 21 or More Stat Days
Monthly for All Building Types and All Complexities



1 consent granted after 20 day – BC240292. Processing note – The statutory time frame for BC has been exceeded for the following reason: Picked up after 20 days

	March 2024	March 2025
Subdivision - applications received	4	2
Land Use - applications received	6	3
Other - applications received	1	6
Total applications received	11	11
Subdivision - Decision granted	0	2
Land Use - Decision granted	6	4
Other - Decision granted	4	2
Total Decisions granted	10	8
Planning Checklists	25	20
Form 4s issued	1	1
LIM applications received	35	30
LIMs issued	28	22
Enquiries	181	293



Compliance Team

Animal Control:

- Unregistered dogs – backlog of property visits to reduced from 120 to 68.
Some of these visits are tailored around working with a range of people who are struggling financially, suffer varying degrees of mental health issues etc. Working with these people takes time and delicate discussions to reach the right solution. 1 dog rehomed.
- We are working closely with our comms team and EMO to start educating pet owners to be prepared in an emergency.
- We are preparing for the dog registration period – this is usually a very hectic process for both council and dog owners.

General Compliance Complaints:

- An increase in noise complaints related to a couple of addresses
- Feral cat colonies are growing in our district. We are working with SPCA and DOC to find a solution to this issue.
- Investigating camping grounds as an annual audit. Have identified a number of unregistered camping grounds that will be followed up over the next few months

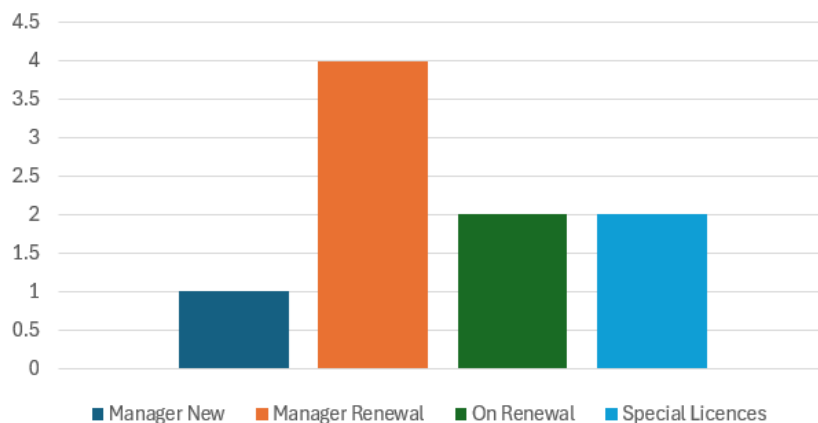
Alcohol

- 9 new applications received for March
- Working through a backlog of licence applications delayed due to various reasons.
- Have reviewed and updated licence applications form online to ensure consistency with legislation and to ensure we capture all information required.

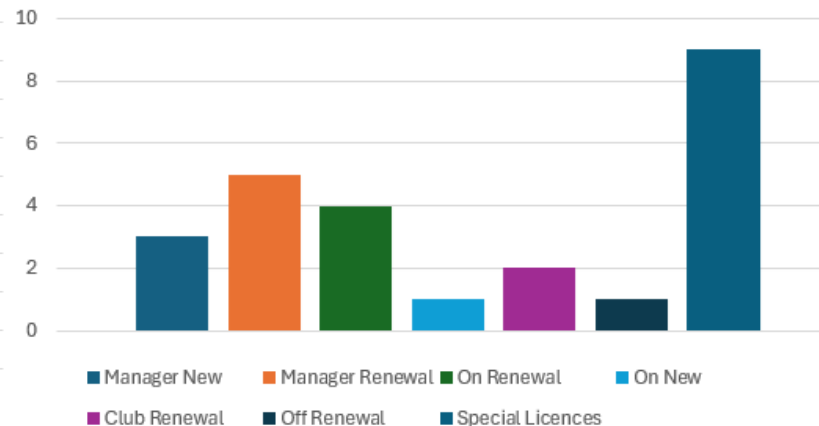
Freedom camping:

- The visitor numbers are starting to trend down as the holiday period finishes.
- Campers' habits have been excellent this season with minimal rubbish being left behind.
- Popular campgrounds checks are still occurring at Punakaiki, McMillians Road, Nth Beach, Shingles, Tauranga Bay, Okari and Hector.
- We have completed works at the Hector Camping area with an upgrade of signage and the placement of large rocks to restrict access.
- Some vandalism occurred In Hector with signage removed.
- Week leading into Easter is the last check for the season.

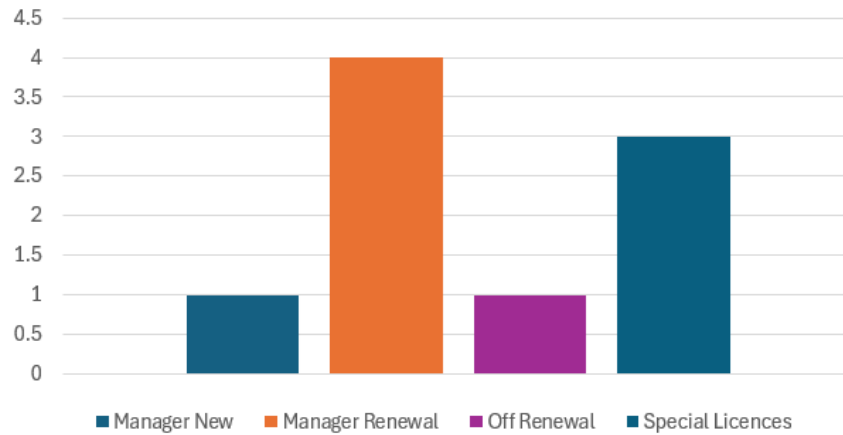
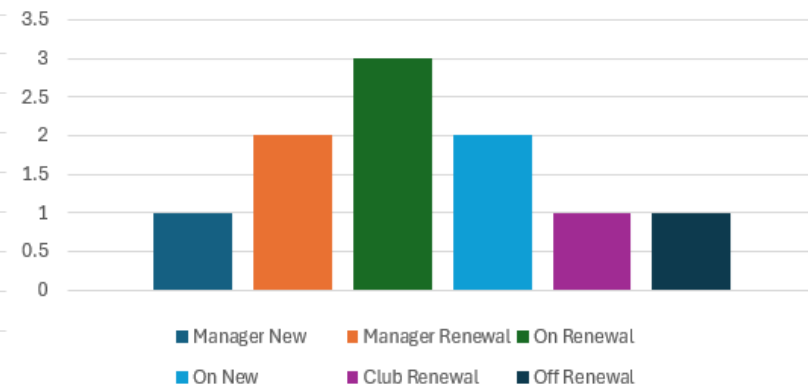
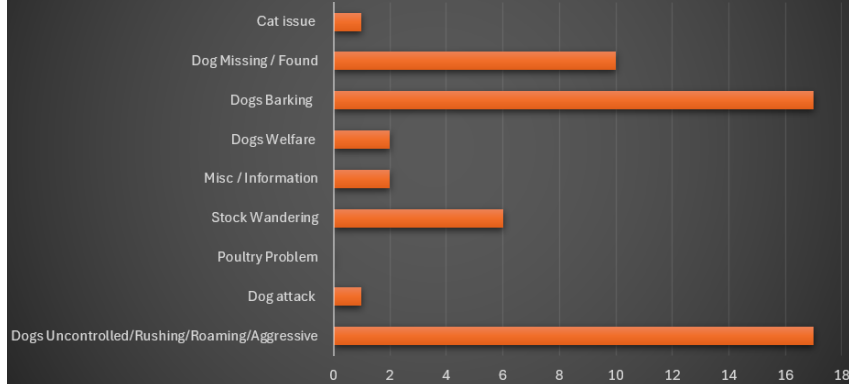
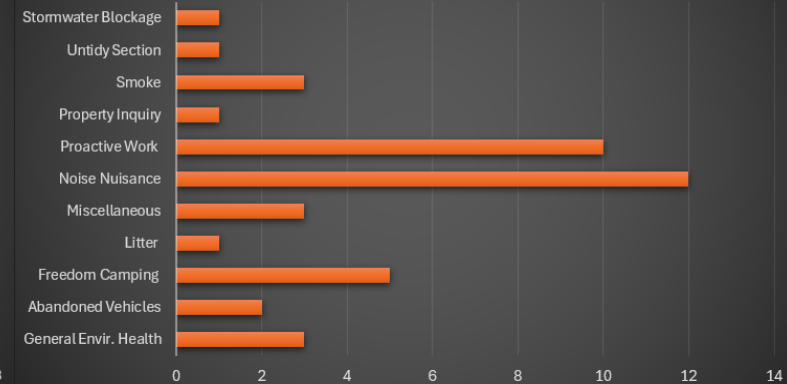
Liquor Licence Applications Received March 2025



Liquor Licences in Progress March 2025



Liquor Licences Issued March 2025

Liquor Licences in Progress
March 2025 - Total 10Animal Management and Compliance Service
Requests March 2025 (Total 56)Enviromental Services
Service Requests March 2025 (Total 42)

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 12

Prepared by: Simon Pickford
Chief Executive Officer

PORTFOLIO LEADS VERBAL UPDATE

1. REPORT PURPOSE

A summary of updates is verbally provided by each of the new Portfolio Leads and Council Representatives listed below.

2. DRAFT RECOMMENDATION

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

- a) Inangahua Community Board – Councillor Webb
- b) Regulatory Environment & Planning - Councillors Neylon and Basher
- c) Community Services - Councillors Howard and Pfahlert
- d) Infrastructure - Councillors Grafton and Weston
- e) Corporate Policy and Corporate Planning - Councillors Reidy and Sampson
- f) Smaller and Rural Communities - Councillors O’Keefe and Webb
- g) Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine
- h) Te Tai o Poutini Plan – Mayor Cleine and Councillor Neylon
- i) Joint Committee Westport Rating District – Mayor Cleine, Councillor Howard and Councillor Reidy
- j) Regional Transport Committee – Councillor Grafton

BULLER DISTRICT COUNCIL

30 APRIL 2025

AGENDA ITEM: 13

Prepared by: Simon Pickford
Chief Executive Officer

PUBLIC EXCLUDED REPORT

1. **REPORT SUMMARY**

Subject to the Local Government Official Information and Meetings Act 1987 (LGOIMA) s48(1) right of Local Authority to exclude public from proceedings of any meeting on the grounds that:

2. **DRAFT RECOMMENDATION**

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

Item No.	Minutes/ Report of:	General Subject	Reason For Passing Resolution under LGOIMA
PE 1	Simon Pickford Chief Executive Officer	Confirmation of Previous Public Excluded Minutes	(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or (s 7(2)(j)) - prevent the disclosure or use of official information for improper gain or improper advantage. (s 7(2)(b)) - protect information where the making available of the information would i. Disclose a trade secret ii. Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
PE 2	Mayor Jamie Cleine	CEO Performance and Remuneration Review Process	(s7(2)(i)) - To carry on without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)