

AGENDA

Meeting of the **Buller District Council**

Commencing at 3:30pm
Wednesday 31 May 2023

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 2023 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.

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.

Common Delegations

The following delegations from Council are common to the Risk and Audit Committee, the Community, Environment and Services Committee and the Regulatory, Hearings and Planning Committee within their respective areas of responsibility.

General Principal

1. The work of these Committees will be in accordance with the priorities and work programme agreed by the Council.
2. These Committees have the powers necessary to perform the Committee's responsibilities, in accordance with the approved Long Term Plan and Annual Plan budgets. Subject to confirmation of compliance with the financial strategy.

These Committees will:

Strategy, plans and policy

1. Develop and agree to strategies, plans and policies for the purposes of consultation and/or engagement with community.
2. Recommend to Council for adoption.
3. Monitor and review as and when required.

Bylaws

1. Develop and agree to the statement of proposal for new or amended bylaws for consultation.
2. Recommend to Council new or amended bylaws for adoption.

Consultation and engagement

1. Ensure appropriate, effective and transparent engagement with the community, tangata whenua and other stakeholders.
2. Conduct any public engagement required on issues before the Committee, in accordance with Council's Significance and Engagement Policy.
3. Conduct hearings, where appropriate, to consider submissions from members of the public and external organisations, making determinations on such matters unless they are reserved for Council to decide.

Submissions and legislation

1. Approve submissions to external bodies/organisations on legislation and proposals, related to the Committee's areas of responsibility, that impact governance policy or matters.
2. Monitor and oversee strategic projects and programmes.
3. Monitor Council's Asset Management Plans/Strategic Infrastructure Plan.

Contracts

1. Approve and monitor contracts and other legally binding arrangements provided that such contracts/arrangements:
 - a) Do not require the approval of the whole of Council; and
 - b) Fall within the budget approved under the Long Term Plan or Annual Plan and have a value exceeding the Chief Executive's financial delegation.

Other

1. Consider and make decisions which are within the Chief Executive Officer's delegations, and which the Chief Executive Officer has referred to the Committee for recommendation to Council.
2. Consider and make decisions on operational matters that fall within a Committee's area of responsibility that are outside of delegations to the Chief Executive Officer or other Council officers.
3. Commission new Committee reports and work required to respond to significant or compliance issues, or to complete the agreed programme of Council.
4. Monitor Audit recommendations and ensure completion.

Buller District Council

31 May 2023 15.30



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BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 1

Prepared by Sean Judd
Acting Chief Executive

APOLOGIES

1. REPORT SUMMARY

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

2. DRAFT RECOMMENDATION

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

OR

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

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 2

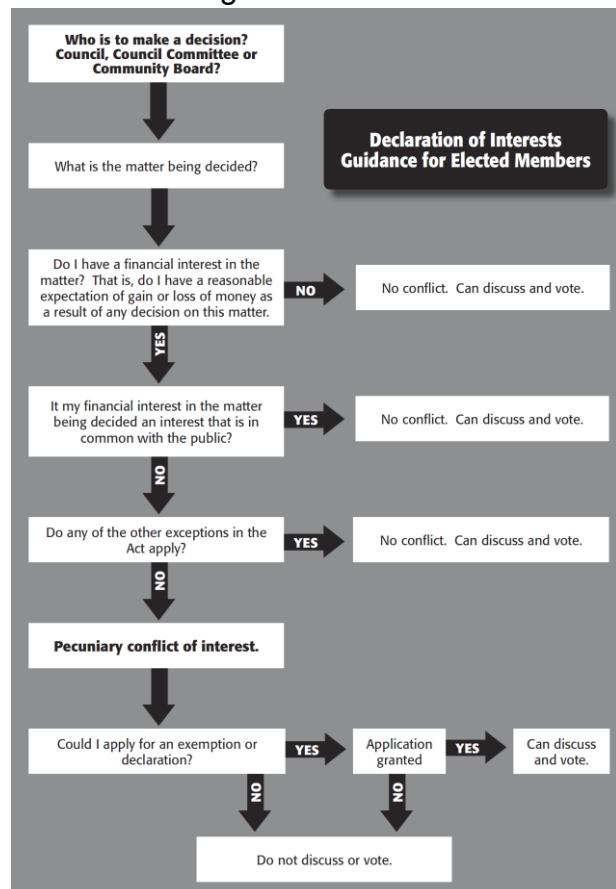
Prepared by Sean Judd
Acting Chief Executive

MEMBERS INTEREST

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.

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

The attached flowchart may assist members in making that determination (Appendix A from Code of Conduct).



DRAFT RECOMMENDATION:

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

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 3

Prepared by Sean Judd
Acting Chief Executive

CONFIRMATION OF MINUTES

1. DRAFT RECOMMENDATION

That Council receive and confirm minutes from the meeting of 26 April 2023.

THE BULLER DISTRICT COUNCIL, HELD AT 3.30PM ON WEDNESDAY 26 APRIL 2023 AT CLOCKTOWER CHAMBERS, PALMERSTON STREET, WESTPORT.

PRESENT: Mayor J Cleine, DM A Basher, Councillors P Grafton, T O'Keefe (via Zoom), C Reidy, A Pfahlert, G Neylon, R Sampson, L Webb, G Weston, N Tauwhare (Iwi Representative, via Zoom)

IN ATTENDANCE: R Townrow (Acting CEO), D Marshall (Chief Financial Officer), M Williams (Acting GM Infrastructure Services), S Judd (GM Regulatory Services), K Trigg (GM Community Services), D Marshall (Chief Financial Officer), S Jope (Team Leader Customer Service), P Bicknell (Programme Manager Recovery), G Barrell (Governance Secretary)

MEDIA: Ellen Curnow (Westport News)

MEETING DECLARED OPEN AT: 3.33pm

1. APOLOGIES (Page 8)

Discussion:

Cr J Howard

RESOLVED that Buller District Council receives apologies Cr J Howard.

Cr G Neylon/Cr A Pfahlert

10/10

CARRIED UNANIMOUSLY

2. MEMBERS INTEREST (Page 9)

Discussion:

Nil

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

Mayor J Cleine/Cr G Weston

10/10

CARRIED UNANIMOUSLY

3. CONFIRMATION OF PREVIOUS MINUTES (Page 10)

Discussion:

RESOLVED that Council receive and confirm the public minutes from the meetings of:

14 December 2022

Mayor J Cleine/Cr L Webb

10/10

CARRIED UNANIMOUSLY

29 March 2023

DM A Basher/Cr P Grafton

10/10

CARRIED UNANIMOUSLY

4. ACTION POINTS REPORT (Page 35)

Discussion:

Nil

RESOLVED that Council receive the Action Point list for information.

Mayor J Cleine/Cr A Pfahlert

10/10

CARRIED UNANIMOUSLY

5. THREE WATERS REFORM – “BETTER OFF” FUNDING REPRIORITISED INITIATIVES (Page 37)

Discussion:

R Townrow spoke to the report to request a reprioritisation of the approved initiatives for the Three Waters Reform “Better Off” funding (BOF) as approved by the Council resolution of 29 June 22.

Regarding the ineligibility of Waimangaroa - if it is already funded, it is not eligible for better off funding.

M Williams explained what works are remaining in the current project. This will be finished by the end of this financial year; end of June 2023. Still looking to be on budget for \$2.3million

A wrap up report for this will come. June will be the close out of work and July will be close out of accounts etc.

Council is looking to hold water rates at current level. This debt may transfer to another entity, should a new entity become available. If not, Council may have to pass this debt on to the ratepayer.

R Sampson would like to see reports on the Waimangaroa water project, and the Better Off Funding projects.

This will come through Projects in Partnership (PIP) to the Risk and Audit Committee (RAC) from May 2023.

The Waimangaroa package was approved through the LTP prior to Better Off Funding (BOF). When BOF became available, Council did its best to apply it to the Waimangaroa community. The chain of events causes disappointment but unfortunately, this avenue is no longer available for the Waimangaroa water project.

Mayor J Cleine reminded that Three Waters is changing, and some things are not in our control at this point. We are trying to hold water rates low, but with the full knowledge that this will be recouped at a later date.

Ms Townrow advised that the Westport Emergency Works report can potentially work towards the Waimangaroa issue.

She further advised that:

- a) If Council had committed funding to a project, but had not put a spade in the ground, then they would not be eligible for BOF.
- b) If they had no funding committed but had put a spade in the ground, then they may have been eligible for funding.

BOF may also not have been available under b) as it may have been seen as having committed to the project. Eligibility was not necessarily if the physical works had been started, it was whether or not Council had committed funding to a project.

Ineligibility for Waimangaroa has been followed up and confirmed from Crown Infrastructure that it is indeed ineligible.

Ms Townrow noted that there is no connection between Tranche 2 BOF removal and these papers coming to council. This is the third time in 12-months that we have had critical water levels, so these papers are being brought to councillors. The timings are completely coincidental with Tranche 2 BOF removal.

M Williams advised that we need to see how we could potentially invest \$650k into Waimangaroa so it doesn't compromise any current work.

Council of the day decided that the biggest impact on community wellbeing was related to the 3 Waters infrastructure. We had to make a case to put forward to the DIA. This gave us an exemption to allow 3 Waters infrastructure as part of the project. This also shows external funders we are trying to help ourselves. The critical issue is Westport running out of water.

There was a question as to what changed from DIA and Council approving nine initiatives.

Ms Townrow advised this was put forward as a project; describing what we would do with the funding. Had Council not allocated funding to the Waimangaroa Water project, then, as a project it would have been eligible for BOF funding. This is how it got the approval for funding from DIA and Council.

As the process has advanced and more information became available it became apparent that the Waimangaroa project is ineligible.

It was requested that staff provide physical evidence for councillors from DIA that funding is ineligible. Ms Townrow confirmed staff could provide this.

Mr Williams advised that an interim report would come to PIP in May.

Cr R Sampson moved the following:

RESOLVED that Council notes that it leaves \$650k of Better Off Funding allocated to the Waimangaroa water supply and instructs the Acting CEO to bring a paper back to May Council outlining options that would meet Better Off Funding criteria.

Cr R Sampson/Cr C Reidy
5/5
MOTION LOST

A short break was called at 4.46pm.

The meeting resumed at 4.56pm

The resolutions were amended FROM:

RESOLVED that the Council:

1. Note the report.
2. Approve the reprioritisation of the initiatives approved in June 2022 to progress into a revised budget proposal and alteration of the funding agreement with DIA.

TO:

RESOLVED that the Council:

1. Note the report.

Mayor J Cleine/DM A Basher
10/10
CARRIED UNANIMOUSLY

2. Approve the reprioritisation of the \$100,000 underspend on the Stormwater/Wastewater Westport project to the Westport Water Supply Project, for inclusion into a revised budget proposal and alteration of the funding agreement with DIA.

**Cr G Neylon/Cr C Reidy
10/10
CARRIED UNANIMOUSLY**

3. Council notes that \$650k Better Off Funding needs to be allocated and instructs the Acting CEO to bring a paper back to the June Council meeting to consider.

**Mayor J Cleine/DM A Basher
9/1
Cr R Sampson against
MOTION CARRIED**

**6. WESTPORT WATER SUPPLY – CRITICAL NEEDS (Page 43)
Discussion:**

This report outlined the urgent requirements for Westport Water resilience. This updates the options paper (attached) put forward for Westport Water Supply Resilience in June 2022.

Concern was raised over the ongoing costs.

M Williams outlined Bob Dickson’s history with BDC, his experience and role in Westport water.

Bore work is still required so figures are indicative at this point. This solution should provide a temporary water supply for Westport, to provide water for the community for a short period of time.

Council was reminded that NEMA is there for genuine unforeseen emergency situations only. This situation is a challenge we are aware of, and we need to do something to manage the risk. If we run out of water due to our inaction, there would be serious questions asked as to why we didn’t address this.

Council has been working since the floods, to try and get some external funding to address this issue. No funding has been available, so this is council taking action to address it.

A question was raised as to whether the Buller Resilience Trust (BRT) could fund this and J Cleine confirmed that an application could be made for this noting that this is not the only purpose of the BRT.

The resolutions were broken down and amended FROM:

RESOLVED that Council:

1. Note the report and attachment.

2. Endorses the proposed strategy and priority of critical needs for the Westport Water Supply to utilise the reprioritised funds from the Better Off Funding package of \$750k from the total \$3.5m package.

TO:

RESOLVED that the Council:

1. Note the report and attachment.

Cr G Neylon/Cr C Reidy

10/10

CARRIED UNANIMOUSLY

RESOLVED that the Council:

2. Endorses the proposed strategy and priority of critical needs for the Westport Water Supply to utilise the reprioritised funds from the Better Off Funding package of \$100k, previously allocated to Westport stormwater with further funding options to be explored.

Cr C Reidy/DM A Basher

This was not voted on and substituted motions were made.

RESOLVED that the Council:

2. Endorses the proposed strategy and priority of critical needs for the Westport Water Supply.

Mayor J Cleine/DM A Basher

10/10

CARRIED UNANIMOUSLY

RESOLVED that the Council:

3. Utilises the reprioritised funds from the Better Off Funding package of \$100k, previously allocated to Westport stormwater with further funding options to be reported back by staff.

Mayor J Cleine/Cr G Neylon

10/10

CARRIED UNANIMOUSLY

Mayor J Cleine reiterated that the following resolutions had been made:

RESOLVED that the Council:

1. Note the report and attachment.

Cr G Neylon/Cr C Reidy
10/10
CARRIED UNANIMOUSLY

RESOLVED that the Council:

2. Endorses the proposed strategy and priority of critical needs for the Westport Water Supply.

Mayor J Cleine/DM A Basher
10/10
CARRIED UNANIMOUSLY

RESOLVED that the Council:

3. Utilises the reprioritised funds from the Better Off Funding package of \$100k, previously allocated to Westport stormwater with further funding options to be reported back by staff.

Mayor J Cleine/Cr G Neylon
10/10
CARRIED UNANIMOUSLY

7. TERMS OF REFERENCE RESERVES AND HALLS SUBCOMMITTEES (Page 54)

Discussion:

Cr R Sampson moved an amended resolution as follows:

RESOLVED That the Council Receive this report for information and requests the details of Appendices 5 and 6 be workshopped with the subcommittee and staff with a report back to council in June.

Cr R Sampson/Cr C Reidy
10/10
CARRIED UNANIMOUSLY

Mayor J Cleine reminded that there are parts that are legislative and non-negotiable.

The Recommendation from the report was removed.

**8. ACTING CHIEF EXECUTIVE REPORT (Page 105)
Discussion:**

R Townrow spoke to her report providing an overview and update on strategic aspects that are happening in the Buller District, and a 'horizon-scan' of upcoming strategic focus areas and opportunities.

Cr C Reidy left the meeting at 5.32pm

Cr C Reidy returned to the meeting at 5.35pm

Cr A Pfahlert left the meeting at 5.35pm

Cr A Pfahlert returned to the meeting at 5.37pm

There was discussion around whether there may be conflicts of interest in relation to the Te Tai o Poutini Plan further submission, but it was agreed that those with knowledge needed to be included and any conflict could be managed.

R Townrow noted also this is her last full meeting as a staff member. She thanked the room and believed Buller is on a good trajectory with good positive things going forward. She wished the best to everyone.

Mayor J Cleine spoke that Council acknowledged the many years' service to Council Ms Townrow had made over the last 15 years. He spoke further that she was always very thorough and professional in her role and thanked her for stepping up as ACEO.

Cr G Neylon thanked Ms Townrow for her time in Planning and noted he had always admired her skill and knowledge. He wished her all the very best for the future.

Cr R Sampson thanked Ms Townrow for all she had done, noting it will be a large loss to Council and the district.

Mayor J Cleine suggested an amendment to item 2 of the Recommendation.

FROM:

2. Delegates authority to the Mayor and the Chairs of the Community, Environment and Services and Regulatory and Hearings committees to approve a submission on behalf of Council on *Charging our Future*; and

TO:

2. Delegates authority to the Deputy Mayor and the Chairs of the Community, Environment and Services and Regulatory and Hearings committees to approve a submission on behalf of Council on *Charging our Future*; and

The following resolution was made:

RESOLVED That Council resolves that it:

1. Receives this report for information;
2. Delegates authority to the Deputy Mayor and the Chairs of the Community, Environment and Services and Regulatory and Hearings committees to approve a submission on behalf of Council on *Charging our Future*; and
3. Delegates authority to the Deputy Mayor, the Chair of the Regulatory and Hearings committee, and the Chair and Deputy Chair of the Community, Environment and Services Committee to approve a further submission on behalf of Council on the Te Tai o Poutini Plan; and
4. Delegates authority to the Chair and Deputy Chair of the Community, Environment and Services Committee to consider and approve any requests from not-for-profit community organisations for Council backing of an application to the April/May 2023 round of the Tourism Infrastructure Fund.

DM A Basher/Cr G Neylon

10/10

CARRIED UNANIMOUSLY

9. MAYOR'S REPORT (Page 118)

Discussion:

Mayor J Cleine spoke to his report. He noted that the Charter was important, and a Vision statement is yet to be and should still be, developed.

He suggested this becomes a ready reference for each month.

Comment was made that as there was no legal basis for this Charter, the Code of Conduct and Standing Orders should be adequate in ensuring appropriate conduct within Council.

Further comment was made that if a breach of the Code of Conduct was called, the level of conduct and professionalism would likely be particularly low, and a Charter would encourage Councillors to raise the bar.

The Code of Conduct was for a minimal expectation however, best practice would suggest conduct being at a higher level.

Councillors requested the following responses regarding the inward correspondence:

1. **Collaborative Exercise Report:** Reply is Yes.
2. **WELC:** Refer them to the normal grants process

The following resolutions were made:

RESOLVED:

1. That Council receive the report for discussion and information.

**Mayor J Cleine/DM A Basher
10/10
CARRIED UNANIMOUSLY**

Item 2 of the Recommendation was amended FROM:

2. That Council adopts the 2023 Charter (Attachment 1) as a means to support the quality and professionalism of decision making.

TO:

2. That Council adopts the 2023 Charter (Attachment 1) as a means to support the quality and professionalism of decision making and included this as an addendum on all council and committee agendas.

**G Neylon/DM A Basher
9/1
C Reidy against
MOTION CARRIED**

3. That Council requests a revised meeting schedule be presented to the May Council meeting for consideration and resolves to move the Risk and Audit Committee meeting scheduled for May 24 forward one week, to be held 17 May 2023.

**G Neylon/R Sampson
10/10
CARRIED UNANIMOUSLY**

4. That Council receive and note incoming and outgoing correspondence and Councillors provide direction for any responses or additions.

Mayor J Cleine/A Pfahlert

10/10

CARRIED UNANIMOUSLY

Confirming the resolutions as follows:

RESOLVED:

1. That Council receive the report for discussion and information.

Mayor J Cleine/DM A Basher

10/10

CARRIED UNANIMOUSLY

2. That Council adopts the 2023 Charter (Attachment 1) as a means to support the quality and professionalism of decision making and included this as an addendum on all council and committee agendas.

G Neylon/DM A Basher

9/1

**C Reidy against
MOTION CARRIED**

3. That Council requests a revised meeting schedule be presented to the May Council meeting for consideration and resolves to move the Risk and Audit Committee meeting scheduled for May 24 forward one week, to be held 17 May 2023.

G Neylon/R Sampson

10/10

CARRIED UNANIMOUSLY

4. That Council receive and note incoming and outgoing correspondence and Councillors provide direction for any responses or additions.

Mayor J Cleine/A Pfahlert

10/10

CARRIED UNANIMOUSLY

10. VERBAL UPDATES FROM COMMITTEE CHAIRS (Page 155)

Discussion:

1. **Inangahua Community Board – Cr L Webb.** Next meeting on 9 May. Public Workshop 2 May to get direction on what to achieve and feedback to the Annual Plan. Maruia Hall would like to put a 5-tonne rock with a brass tag in memory of ANZACs. Chlorination meeting held, and keen for updates from Council.

Mayor J Cleine left the meeting at 5.58pm.

DM A Basher took over as Chair.

Mr Cleine returned to the meeting at 6.01pm

2. Ngāti Waewae Representative – N Tauwhare. Blessing of Te Rau Kawakawa on Friday 28 April at 6am

3. Regulatory & Hearings Committee – Cr G Neylon. Public consultation on keeping of animals at may meeting. Resource consent hearing on 8 May. He recommends councillors attend for those looking to become qualified in RMA.

4. Community, Environment & Services Committee – Cr J Howard. Cr R Sampson advised that they are currently looking to streamline grants process.

Cr R Sampson left the meeting at 6.08pm.

5. Te Tai o Poutini Plan – Mayor J Cleine and Cr G Neylon. Regarding further submissions with possible inundation from sea, people didn't have precise information. This information is now available. Will reopen submissions for those now caught in the zone. Those caught in the original zones do not need to resubmit. Hearings Committee are flexible to potentially make amendments if considered to have a greater interest than general community. Hearings could take up to two years. Community will be able to go to pre-hearings and will have access to advice on the best way to present submissions.

Cr R Sampson returned to the meeting at 6.10pm.

Cr P Grafton left the meeting at 6.11pm

6. Joint Committee Westport Rating District – Mayor J Cleine, Cr J Howard and Cr C Reidy. Cr C Reidy advised there had been nothing since early April. General consensus is to get a spade in the ground sooner rather than later. A package of No Regrets work has been approved.

Cr P Grafton returned to the meeting at 6.12pm

7. WC Health Localities Project - Cr G Neylon. Takiwai Poutini went out for public consultation. There had been good coverage across the coast and are collating responses. Waiting times is the number one concern as well as large distances for central health services.

Mr Neylon spoke that it had been requested that an alternate councillor be nominated as an attendee for meetings. It was agreed that Cr J Howard should be the alternate for this.

8. Regional Transport Committee - Cr T O'Keefe. Cr G Weston advised there is a Road Safety meeting next month. He noted that people disregarding the traffic lights at Fern Arch creates hazardous situations. This will be brought up at the meeting.

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

1. Inangahua Community Board – Cr L Webb

2. Ngati Waewae Representative – N Tauwhare
3. Regulatory & Hearings Committee – Cr G Neylon
4. Community, Environment & Services Committee – Cr J Howard
5. Te Tai o Poutini Plan – Mayor J Cleine and Cr G Neylon
6. Joint Committee Westport Rating District – Mayor J Cleine, Cr J Howard and Cr C Reidy
7. WC Health Localities Project - Cr G Neylon
8. Regional Transport Committee - Cr T O'Keefe

Mayor J Cleine/Cr G Neylon
10/10
CARRIED UNANIMOUSLY

11. PUBLIC EXCLUDED REPORT (Page 506)
Discussion

Nil

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 LGOIMA
12	Buller District Council Extraordinary Meeting of 3 April 2023	Confirmation of Minutes	<p>(s 7(2)(a)) - protect the privacy of natural persons, including that of deceased persons.</p> <p>(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>
13	Jamie Cleine - His Worship the Mayor	Acting CE Appointment	<p>(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</p> <p>(s 7(2)(b)(ii)) - Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p>

All public and Media left the meeting.

Cr C Reidy left the meeting at 6.20pm.

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 4

Prepared by Sean Judd
Acting Chief Executive

COUNCIL ACTION POINT LIST

1. REPORT SUMMARY

A summary of council resolutions requiring actions.

2. DRAFT RECOMMENDATION

That Council receive the Action Point list for information.

Council Action Points - CURRENT

No	Meeting Date / Action Point	Responsible	Update	Date Required By
			No Outstanding Action Points 31 May 2023	

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 5

Prepared by Neil Hateley
Coordinator Transport

Reviewed by Eric de Boer
Manager Infrastructure Delivery

Attachments Nil

HEAVY TRAFFIC BYPASS – PERFORMANCE TO DIRECT HEAVY TRAFFIC THROUGH WESTPORT

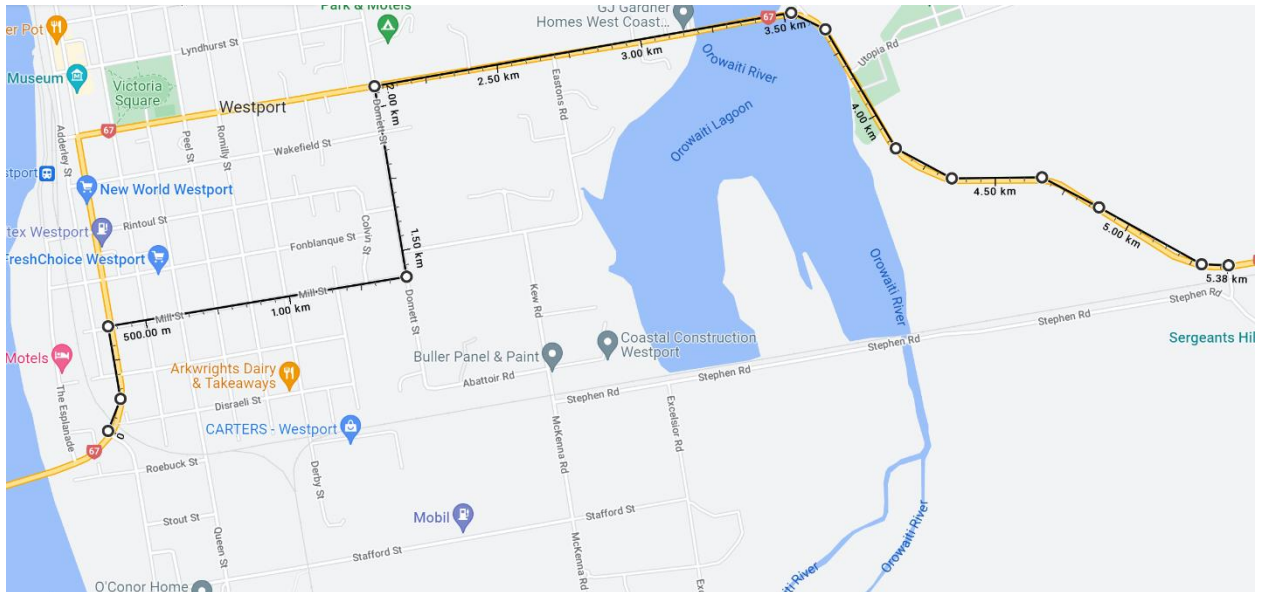
1. REPORT PURPOSE

Heavy traffic is a legitimate part of all road networks' traffic loads. Movement of goods and freight is part of a healthy economy. Appropriate management of such heavy truck movements is an important aspect of a well-functioning transport system.

Westport has a dedicated heavy traffic bypass. This seeks to ensure that heavy trucking use is concentrated onto this bypass route, thereby reducing its effect on the sub-urban roading network.

2. REPORT SUMMARY

The Heavy Traffic Bypass is a well-established route through Westport linking the Western and Eastern sides of Westport (SH 67).



The route has a southern extension down Queen Street that connects trucking to the Nine Mile area and to trucking depots such as Johnson Bros Transport Ltd.

The route is designed, constructed, and maintained to sustain heavy traffic use and over-dimensioned loads (these are primarily mining industry machinery road transporters travelling to and from the Northern Buller Coal Fields).

Concerns have been raised in previous Annual Plan submissions on the level of perceived truck usage, and their speed, along Roebuck Street as a 'short cut' between the Buller Bridge exit and Queen Street. Historically Holcim cement used this route as a short cut to access their Nine Mile packing plant until the bypass was put in place.

Council undertakes regular traffic counting surveys that consider both street traffic loading, density and speed.

In general, all road-using vehicles are required to adhere to road rules surrounding speed and road behaviour. Road vehicles, such as trucks, provide revenue into the road maintenance fund through elements of road user charges. Being licensed and deemed fit to use the network via a Certificate of Fitness (COF) and Rego and RUC allows trucks to use the roading network legally unless specific and stringent bylaws are in place excluding them from any part of a roading network.

Council undertakes several measures and actions to influence, control, and direct the heavy traffic use on our network towards the bypass and away from the suburban road network. This includes clear signage of the heavy traffic bypass in all directions and regular letters reminding all Buller transport operators to use the heavy traffic routes and avoid sub-urban roads.

The mean average speed along Roebuck Street is significantly below the posted speed limit and in some measuring cycles the use of Roebuck Street by heavies has been shown to be within the broader measure of truck densities that is experienced by other streets across the Buller District.

Council traffic engineering staff deem the current soft measures adequate.

Any improvements to hard traffic engineering are not currently funded in the 2021-24 National Land Transport Fund plan (NLTP) and therefore will not be eligible for the Waka Kotahi funding assistance rate (FAR) of 72% financial support and will mean the costs will be exclusively funded by general rates.

3. DRAFT RECOMMENDATIONS

That Council:

- 1. Notes the contents of the report.**
- 2. Approves the continuation of the current management practices of the Heavy Traffic Bypass route and the management of Roebuck Street.**

4. CONSIDERATIONS

4.1 Previous Annual Plan submissions

Council has previously considered submissions into the Annual Plan to restrict heavy traffic use of Roebuck Street via either creating legal local bylaws or hard traffic engineering.

Council has previously resolved in AP deliberations to not introduce bylaws and legal restrictions, but has in its most recent 2022/23 Annual Plan deliberations instructed staff to monitor traffic use and report back on the results and the considerations of more intense traffic engineering and 'traffic calming' measures.

4.2 The Current Situation and Statistics

Council undertakes regular traffic count surveys across the roading network. Road counting data surveys have been undertaken at three date ranges on the roads surrounding Roebuck Street to ascertain heavy transport usage and speed.

The date sets are from before we improved the Heavy Traffic Bypass signage and also again monitored after the improved signage has gone in.

Data taken pre-signage dates:

June 16, 2022 - June 24, 2022

June 25, 2022 - July 2, 2022

Data taken post-signage dates:

September 29, 2022 - October 6, 2022

October 6, 2022 - October 13, 2022

March 15, 2023 - March 22, 2023

Data has been taken from three sites:

1. Roebuck Street between Menzies Street and Queen Street (the residential street)
2. Queen Street between Mill Street and Bentham Street (the heavy traffic bypass road)
3. Queen Street between Roebuck Street and Stout Street (this covers all off Roebuck, Queen Entry, and Queen All respectively)

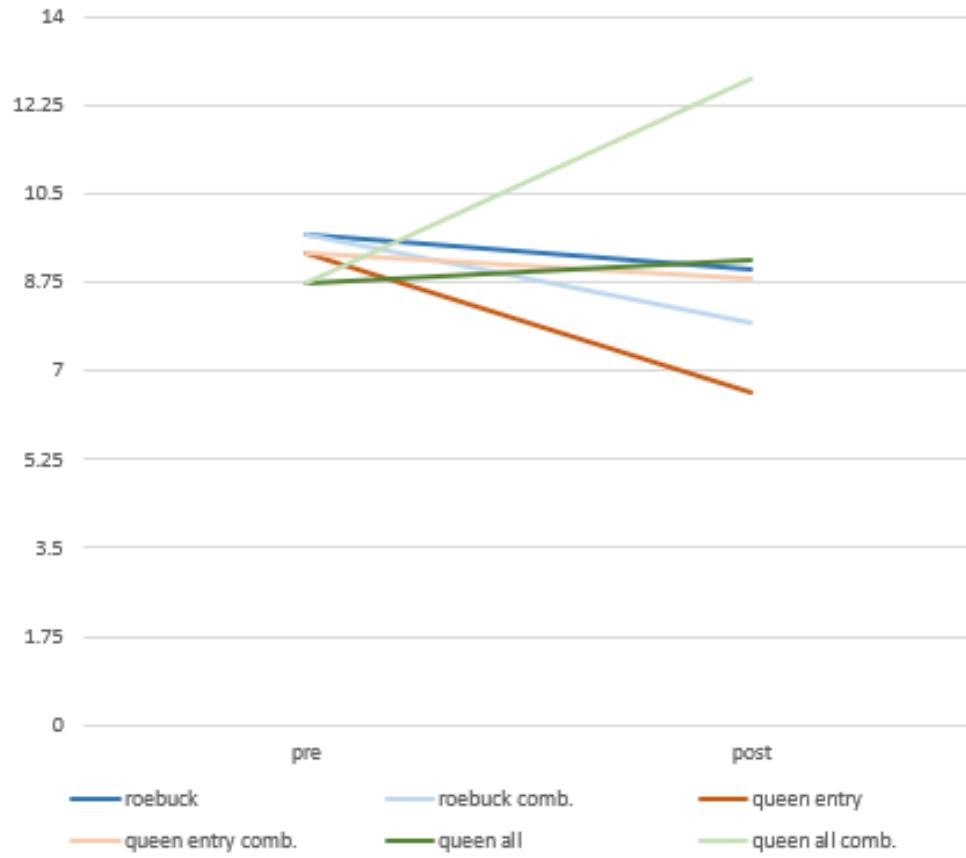
Heavy Traffic (Class 4 and higher)

Data showing average volumes of traffic of the three sites in the Westport area.

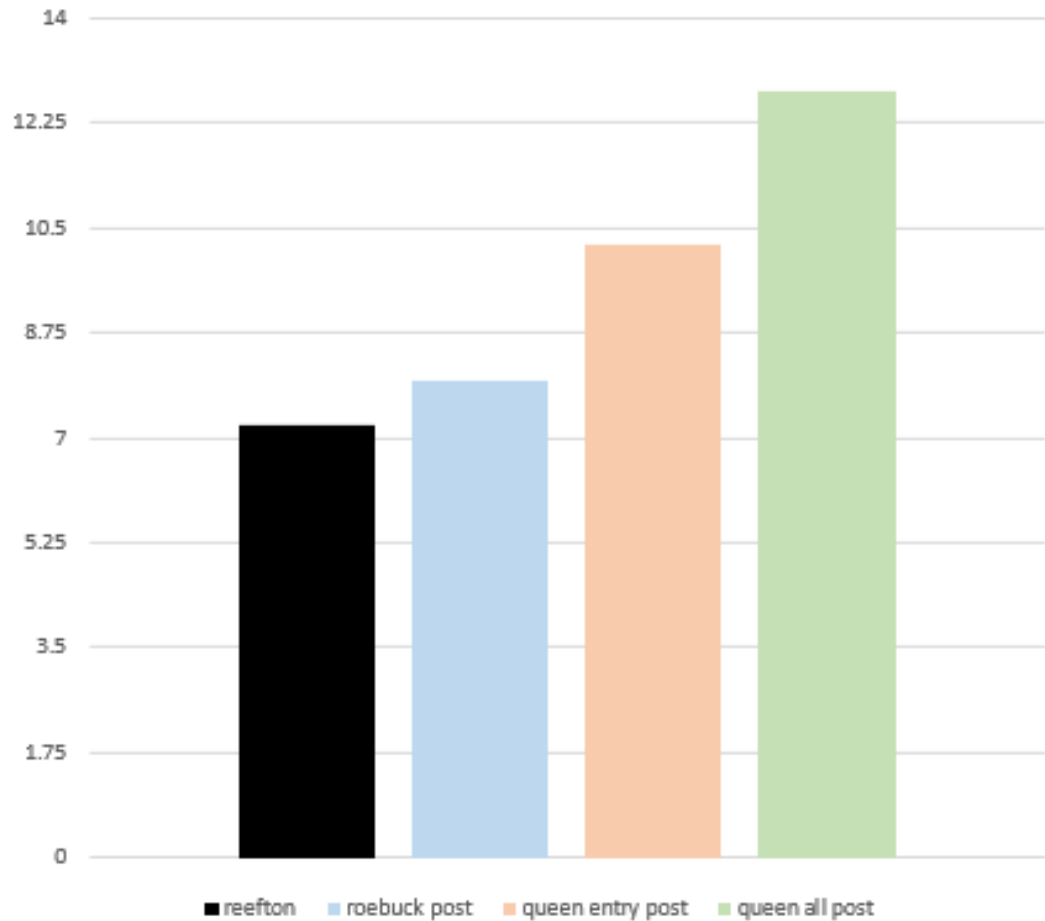
Site	Average	Week Total	All Days Average	Heavy(class 4 and higher)		%	Difference	direction
				Week Total	All Days Average			
Roebuck	Pre Signs	2087.5	298.5	201	29	9.7	2.8	Decrease
	Post signs	2090.5	298.5	147	20.5	6.9		
	Post 23	2027	290	183	25	9		
Queen Entry	Pre Signs	7837.5	1119.5	731.5	103.5	9.35	1.75	Increase
	Post signs	7978	1140	877.5	125.5	11.1		
	Post 23	8122	1160	528	75	6.6		
Queen All	Pre Signs	7296	1042.5	644	91	8.75	7.6	Increase
	Post signs	7470.5	1067.5	1225.5	175	16.35		
	Post 23	7550	1079	692	98	9.2		

It can be seen that Queen All has increased in its heavy Class 4 traffic flow and Roebuck Street has decreased in its traffic flow.

Average percentage difference from pre-signage to post-signage in the three Westport monitoring sites (including combined post difference with previous reading values).



Trucks and Class 4 Heavy Vehicles use other roads across the district. For comparison, the traffic monitoring shows that the average Class 4 use on urban roads in Reefton (excluding the State Highway running through Reefton) is 7.2% of volume and for Roebuck Street post the signage improvement it is 7.95%



Queen Street (all) not surprisingly carries the most Class 4 usage per volume at 12.75% across these monitoring sites.

Speed (Roebuck Street and other streets)

All roads monitored are posted as 50km/h speed zones.

Data showing the average speeds at the three sites in the Westport area.

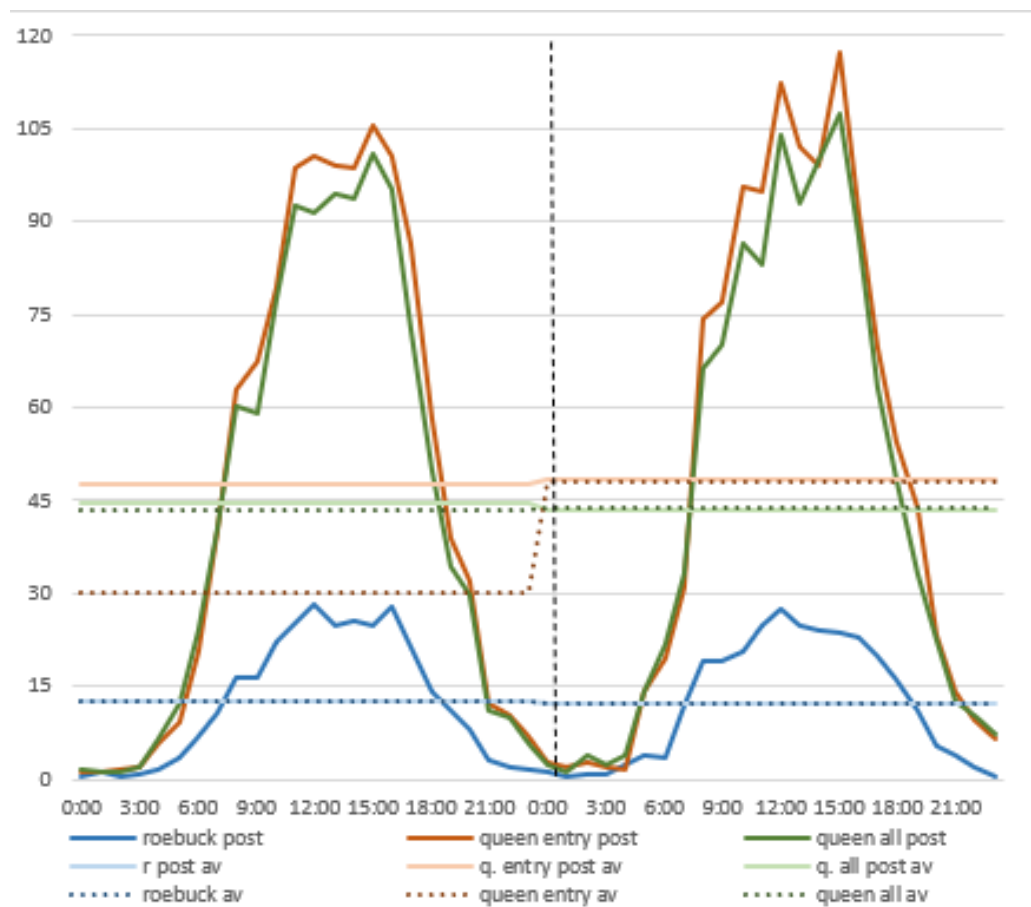
Site	Average	All Days Average	Difference	Direction
Roebuck	Pre Signs	40.32857143	0.3428571	Increase
	Post Signs	40.67142857		
Queen Entry	Pre Signs	41.64285714	1.4428571	Increase
	Post Signs	43.08571429		
Queen All	Pre Signs	45.97857143	1.0142857	Increase
	Post Signs	46.99285714		

The average across the monitoring period saw the average speed on Roebuck Street being just over 40km/h (approx. 40.5km/h).

This is significantly less than the posted speed limit. Additional traffic calming is going to have limited effect, as the mean speed is already approx. 20% under the allowable legal speed.

Traffic volume and flow characteristics (Roebuck Street and other streets)

The following graph shows the traffic flow, volumes and times of day.



It can be seen that Roebuck Street carries significantly less volume of traffic than Queens Street. It is also noteworthy that traffic volume takes a sharp decline from early evening/dinner time and stays low through the night period.

In contrast Queen Street carries significantly more volume and stays busier longer in the evening and the flow starts much earlier in the morning than Roebuck Street.

4.3 Current Council commitments on controlling traffic flow

Road controlling authorities, like Council, can recommend that heavy vehicles use particular routes for safety and environmental reasons. The recommended routes can be for:

- over dimensioned vehicles and loads
- vehicles carrying livestock
- vehicles carrying dangerous goods
- general heavy vehicles

Council has in place a set of way-finding signage for the Heavy Traffic bypass that meet the Manual of Traffic Signs and Markings (MOTSAM).

Heavy vehicle bypasses shall be indicated by MOTSAM signs IG4 and IG5. Signs showing recommended heavy vehicle routes should be rectangular in shape and have black characters on a white background with a black border as set out in Traffic Note 18 of MOTSAM.

These signs are currently located along SH67, Mill Street, Queen Street, Domett Street and about to also be installed on Stafford Street to further improve the signage layout after some feedback from local residents on Stafford Street.

Council also sends out letters each year (Attachment B) to all transport operators in the District, including regional wider operators such as Westland Milk Products Ltd.

At times when we become aware of heavy construction activity or resource consents that result in significant extraction of gravel in the Buller River, the Council transport staff liaise with the main trucking firms and contractors to advocate for the usage of the heavy transport routes and to advocate to their drivers to not take shortcuts through the sub-urban network.

Examples of this are the recent phases of work undertaken by the West Coast Regional Council on the upstream Buller River protection repair works.

4.4 More Stringent Build Environmental Engineering Options or Legal Restriction Avenues Available to Council

Prohibiting Heavy Vehicle use

The New Zealand Transport Agency RTS-16 guidance provides a framework for heavy transport management.

Section 14.2 and 14.3 sets out a mechanism to temporarily restrict heavy truck usage either on a specific road or on a route between two destinations.

This is often used where conditions or climatic events dictate that a transport road or road corridor is not able to withstand the heavy vehicle movements. A recent example of this rule being used is the temporary restriction of heavy vehicles from the Tasman District. In that instance damage from trucks led council to prohibit heavy vehicle passage on the route through Tophouse. Damage to road surfaces has forced a ban on heavy vehicles using the Korere-Tophouse Road. Trucks were using the route because of the closure of State Highway 6 over the Whangamoia Saddle between Nelson and Blenheim¹.

Section 14.4 takes this one step further and sets in place the mechanism to ban heavy traffic on parts of the network. It needs to be noted that in New Zealand, all roads are class 1 roads (legally trafficable) unless they are likely to suffer excessive damage from heavy motor vehicles. In those cases, the road can be given a class C rating by Land Transport NZ. Heavy motor vehicles are in effect then banned from the road and can only be operated on class C roads to deliver or collect goods or passengers to, or from, locations along that road.

The threshold for classifying a road as a Class-C road is prescriptive and needs to be bound in evidence.

Road controlling authorities, who propose to classify a road as class C, must do so by public notice (in a prescribed format) and then consider any objections to the proposal. Local authorities can then send the proposal (with any objections) to the Regional Manager Programmes at Land Transport NZ for consideration. The local authority should provide appropriate evidence for the proposal including the likely impact on heavy

¹ <https://www.tasman.govt.nz/my-council/about-us/media-centre/news-and-notice/heavy-vehicles-prohibited-from-korere-tophouse-road/>

<https://www.stuff.co.nz/national/130537212/truckies-comply-with-heavy-vehicle-ban-along-damaged-tasman-road>

vehicle operators and the cost of upgrading the route for full heavy vehicle traffic.

A recent network survey undertaken by Council's Road maintenance contractor WestReef Services Ltd in December of 2022 did not indicate any substrate failures of Roebuck Street. It is noteworthy that since then the street has been resealed as part of our District wide resealing programme this summer, further improving its surfacing.

Traffic Calming Measures (build infrastructure)

The current mean speed is approx. 20% less than the legal and posted speed limit. This indicates that the traffic velocity along Roebuck Street is low. In effect the speed data along Roebuck Street indicated that the traffic is calm.

Traffic calming describes a range of techniques used to manage road users and the road environment to ensure speeds are appropriate to the local environment and the safety of other road users.

The visual appearance of any street should make it clear to a driver what is expected of them and what speed is reasonable, although sometimes traffic calming relies uniquely on signs to reduce speeds.

Traffic calming features can be combined together as a package but generally fall into the following groups:

Vertical features

Examples include road humps, or 'speed bumps', The term 'road hump' is generic. Road humps are constructed in different sizes and shapes to cater for different locations and situations. Indeed, any traffic calming scheme can contain a variety of hump types. Humps can be rounded or flat topped and be used to raise the level of a road. Wherever road humps have previously been installed in urban environments in Buller, it has not taken long for Council to remove them again due to the continued and persistent noise they created from traffic navigating over them.

Horizontal features

Examples can include build infrastructure such as road narrowing, high trees, planting boxes, etc, all aimed to reduce the available road space for drivers to lower traffic speeds. Narrowing the road by re-allocating space to pedestrians and/or cyclists is one way of doing this. This approach can also include build infrastructure such as traffic islands.

Traffic management and control

This can be undertaken by way of engineered vehicle restrictions or access control methods, such as engineering to restrict road entry access to particular vehicles, that depending on the vehicle type and their entry curve radius. This would see engineers allow design changes and mayor changes to the road layout such as building tighter corner radii on road entrances and constructing narrower streets etc.

Traffic signs and road markings

Road markings are used to warn drivers of hazards on the roadways and to separate traffic streams. Permitted signs are detailed in the Land Transport Rule: Traffic Control Devices 2004 (TCD) and Manual of traffic signs and markings part 2 (2008) (MoTSAM). Any road marking applied will need to meet these standards. As with road signs, road markings have a role to play in many traffic calming projects, but generally have little effect if used in isolation.

Full zonal treatments.

This is where traffic is completely excluded from an area, and it is engineered into a pedestrian area.

Council road and transport engineering staff do not believe that such measures are justified nor needed for Roebuck Street on the strength of the current evidence.

These measures would be costly (can be up to \$75-150k) and these costs would expended to attain traffic calming where the average speed is already well under the legal operating speed.

Furthermore, these measures are not currently endorsed in the Council Tri-Annual roading expenditure plan approved by Waka Kotahi and so would need to be funded solely by Council, impacting directly on General Rates. All ongoing operational maintenance expenditure will need to be included into long term plans on an ongoing basis.

Any work undertaken at Roebuck Street, unnecessarily sets precedence for other streets and urban treatments at other locations across the District.

The opportunity remains to attempt to request funding for this work in future NLTP periods, but currently the strategic investment logic for this expenditure does not rate as high as other high-need road network investment demands that are in our roading network forwards works plans.

4.5 Conclusions

Residents continue to have Annual Plan submission processes available to them to continue advocacy.

Current management practices of the Heavy Traffic Bypass route are deemed adequate.

The current approved FAR supported roading investment programme does not include funding more involved engineering response to traffic calming or street redesign elements.

Currently, the field data statistics does not make the Engineering team form the view that there is a problem (when compared to other streets across the District) that is not already being adequately addressed with our improvement to the signage networks, and our regular liaison with users and our annual letters to operators.

5. CONSIDERATIONS

5.1 Strategic Alignment

The successful delivery of a fit for purpose roading network with appropriate levels of service is in accordance with our annual plan and LTP and is critical to the economic success of our district.

5.2 Significance Assessment

Road network and transport planning delivery is highly significant in terms of capital and operating expenditure, complexity, impact to levels of service and community benefit.

5.3 Tangata Whenua Considerations

Council works in partnership with Ngāti Waewae to provide governance. The decision does not specifically impact Tangata Whenua, their culture and traditions.

5.4 Risk Management Implications

Major risks are managed in accordance with Council's risk management processes including a "what could go wrong?" approach to ensure all practicable steps are being taken to assess, control and monitor identified risks.

5.5 Policy Framework Implications

Council must comply with the relevant policy and legal requirements including the Land Transport Act 1998, the Resource Management Act

1991, Local Government Act 2002 as well as NZTA and Council's own Policies and Procedures Guidelines.

5.6 Legal Implications

Failing to implement effective road carriage way services can have legal implications in the context of Council duties as a Territorial Authority and Road Controlling Authority.

5.7 Financial / Budget Implications

Costs for delivering roading services are expended against approved control baseline budgets established in the LTP and Annual Plans and are reported to Council accordingly. Funding assistance for the approved programme and qualifying activities is received from Waka Kotahi New Zealand Transport Agency.

5.8 Media/Publicity

Publicity is expected with impacts to the roading network service delivery, not all of which will be positive. However, this should not deter from the reasons for delivering important assets and infrastructure for the community.

5.9 Consultation Considerations

Residents have strong views on the transport matters in their own areas, and we attempt to inform the debate and investment logic mapping and expenditure decision making with facts and data.

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM: 6

Prepared By: Mel Sutherland
Manager Infrastructure Planning (Contractor)

Reviewed By: Mike Williams
Acting Group Manager Infrastructure Services

Attachments Nil

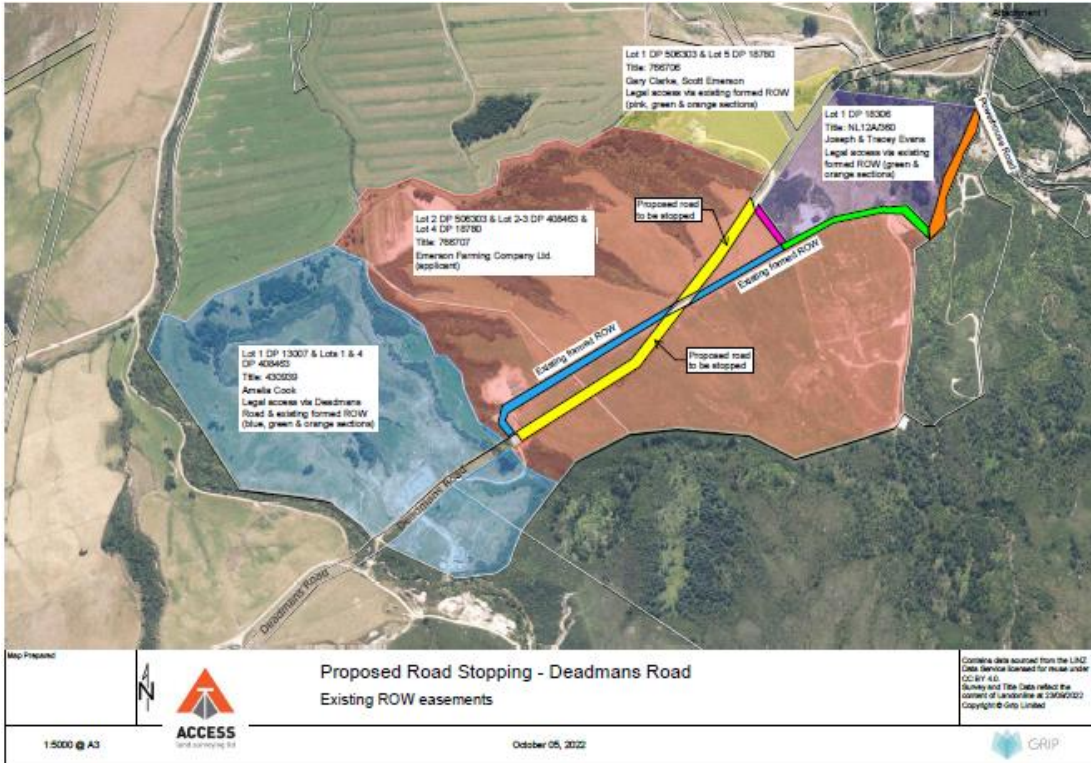
APPLICATION FOR ROAD STOPPING – LOCATION

1. REPORT PURPOSE

The purpose of this report is to seek approval to proceed with the stopping of a section of unformed legal road.

2. REPORT SUMMARY

The owners of land as detailed below have applied to stop sections of Deadmans Road adjoining their property as detailed here:



1. Name or description of the Road	
There are two sections of Deadmans Road that are requested to be stopped. These are Sections 1 & 2 SO 421308. The two sections adjoin land at 188 Powerhouse Road, Held in CT 766707.	
2. The road adjoins or bisects my/our property described below	
Name of Registered Owners	Emerson Farming Company Limited c/o Scott & Fleur Emerson
Legal description of property	Lot 2 DP 506303 & Lot 2-3 DP 408463 & Lot 4 DP 18780
Valuation Reference Number	1884017801
<i>Further details are provided on the Application Form for Stopping of Unformed Legal Road provided by the applicant, refer Attachment 1.</i>	

In accordance with Council's procedures the Road Stopping Panel has considered the application and the road stopping could be approved and a recommendation to publicly notify the application can be made to the Council.

Officers are seeking Council's approval to proceed with the road closure application under the provisions of the Local Government Act (LGA) 1974.

3. DRAFT RECOMMENDATION

That Council:

- 1. Agrees to process the application by the owner of the property at Powerhouse Road to stop that portion of unformed legal road known as Deadmans Road in accordance with the provisions of the Local Government Act 1974 as requested.**
- 2. Noting that the land is in a rural area, instructs the Chief Executive Officer, on completion of a Survey Office Plan of the road to be stopped, to advise the Minister of Lands of the proposal and seek the consent of the Minister as required under section 342(1)(a) Local Government Act 1974; and**
- 3. Instructs the Chief Executive Officer, on receipt of consent from the Minister of Lands, to undertake public consultation as required under Schedule 10 of the Local Government Act 1974.**

4. BACKGROUND

- 4.1** The legal owners of the property at Powerhouse Road (the applicants) have applied to stop a section of unformed legal road being Deadmans Road in the Fairdown area that adjoins their property. Full details of the applicant are included in **Attachment 1** included location plans.

Part of the process includes referring proposed road closures to Council's Road Stopping Panel. A record of their assessment including the matters they are required to consider is available on request.

The applicants understand that they will be required to:

- Cover the costs of survey work to formally identify the land concerned.
- Enter into an agreement with Buller District Council including a purchase price, costs, a timeframe, and any special conditions applying to the Road Stopping.

- Cover the costs of Council instructing an independent registered valuer who is a member of the New Zealand Institute of Valuers to determine the market value of the legal road being sold by Council.
- Purchase the land at that market value; and
- Amalgamate the land into their own property i.e., the section of stopped road will not be able to be sold separately from the adjoining property.

5. OPTIONS

5.1 In considering the application Council has the following options:

Option	Advantages	Disadvantages
Approve the request and proceed with the road stopping process under the LGA 1974	<ul style="list-style-type: none"> • All costs incurred paid for by the applicant. • Productive use of land which is not required for any council purpose 	<ul style="list-style-type: none"> • Portion of road no longer available for public access in the future.
Reject the request to stop the road	<ul style="list-style-type: none"> • Road remains available for any future roading purposes. 	<ul style="list-style-type: none"> • None identified.

5.2 Preferred Option

It is recommended that Council approve the request and proceed with the road stopping process under the LGA 1974.

6. CONSIDERATIONS

6.1 Strategic Alignment

In the 2021-2031 Long Term Plan one of the key assumptions is as follows:

“Opportunities to rationalise Council’s building and property portfolio with sales of some surplus land and buildings will be realised during the life of this plan.”

The use of unformed legal roads in the district is administered under the Community Facilities (Property) portfolio. The process, if successful, will be

completed at no cost to Council and will result in the sale of the land at a value recommended by a registered valuer.

6.2 Significance Assessment

The closing of this portion of Deadmans Road is not considered to be significant as assessed by the Road Stopping Panel.

6.3 Tangata Whenua Considerations

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.

6.4 Risk Management Implications

This decision does not provide Council with a significant risk.

6.5 Policy Framework Implications

This decision does not provide Council with any implications regarding the Policy Framework.

6.6 Legal Implications

The process set out in the LGA 1974 will be followed if the application to stop the road is approved to commence.

After this decision the next part of the process under Schedule 10 of the Act is that a plan of the road proposed to be stopped will be prepared, together with an explanation as to why the road is to be stopped and the purpose or purposes to which the stopped road will be put. The plan will be lodged in the office of the Chief Surveyor who will give notice of approval and a plan number. This Survey Office Plan will form the basis for the public notification of the proposal (see 6.9 below).

Road Stopping applications in rural areas are also subject to the prior approval of the Minister of Lands under the LGA 1974 process. Council will advise the Minister of the proposal and wait for approval before commencing the next stage.

If no objections are received within the time limit for public consultation the Council may declare the road stopped by Public Notice. Once this has been done the road ceases to be a road and can be sold to the adjoining owner as set out in the agreement made prior to the public consultation.

In the event that objections are received during the public consultation period the process will be as follows:

Council must decide whether the objections are justified by holding a hearing in front of a Council hearings committee at which persons who have objected are entitled to be in attendance and their concerns heard.

Following this the committee will decide whether or not to uphold the objections. If the objections are upheld, then the road stopping cannot proceed, and the process stops.

Council may decide to reject the objections and continue with the road stopping. In this event if the objections are not withdrawn or otherwise resolved the Council must send the objections and full documentation regarding the proposed Road Stopping, to the **Environment Court**.

The Environment Court may hold a court hearing or may be able to arrange mediation to resolve any objections before a hearing.

If the Environment Court approves the stopping Council will continue with the process to stop the road and sell the land to the applicant.

If the Environment Court rejects the Road Stopping, the process ends, The Environment Court decision is final.

6.7 Financial / Budget Implications

There are no financial implications relevant to this decision as all costs associated by this process are met by the applicant.

6.8 Consultation Considerations

Consultation will follow the requirements of the LGA 1974 Schedule 10:

- at least twice, at intervals of not less than 7 days, give public notice of the proposal.
- advise where and how to make objections.
- allow at least 40 days for objections to be made.

- notify adjoining neighbours.
- place signage at each end of the road to be stopped displaying the public notice for the same period.

All costs involved in this process are covered by the applicant.

BULLER DISTRICT COUNCIL

31 May 2023

AGENDA ITEM 7

Prepared by Bronwyn Little
Policy Advisor

Reviewed by Krissy Trigg
Group Manager Community Services

Appendix 1 Housing for Seniors, Information Report, 28 September 2022,

HOUSING FOR SENIORS

1. REPORT SUMMARY

This report outlines the options for the future management and ownership of Council's Senior Housing Portfolio and seeks direction from Council for the future of this portfolio.

2. RECOMMENDATION

That the Council:

1. **Notes the assumption in the 2021-2031 Long Term Plan that Council will continue to operate its existing housing for seniors' units for the first three years of this plan, after which an alternative operating model will be in place.**
2. **Instructs the acting Chief Executive Officer to undertake a high level financial analysis on the following options for the future operation of the Senior Housing portfolio:**
 - **Option 1a: Council continues to own senior housing and maintains current level of rental noting fixed incomes of tenants; and/or**
 - **Option 1b: Council continues to own senior housing and maintains current level of rental noting fixed incomes of tenants with additional support – pastoral care and property management; and/or**

- **Option 2: Add the TAS housing stock in Stafford Street along with Paparoa Way and Queen Street (if they become available) to a new housing portfolio to support senior housing; and/or**
- **Option 3: Divestment of the Senior Housing Portfolio. Sell current portfolio on the open market or through a tender process; and/or**
- **Option 4a: Council continues to own the senior housing but leases the housing units to an accredited community housing provider or government agency; and/or**
- **Option 4b: Transfer ownership of senior housing portfolio to an accredited community housing provider or government agency; and/or**
- **Option 5: Council continues to own senior housing but increases rents to cover costs for upgrading and refurbishment.**

3. ISSUES AND DISCUSSION

3.1 BACKGROUND

The options for the future management and ownership of the Senior Housing portfolio identified in the September report have been reviewed and revised. An overview financial analysis on the current situation has been undertaken and the effect of some of the options on ratepayers is presented below. The full financial implications of the proposed options requires further assessment.

The Senior Housing Steering Group has met and gone through the various options prepared for the September meeting. Feedback was sought from members. Feedback received included:

- Options below to be further investigated.
- Financial impact analysis in particular is needed for each of these options as they relate to ratepayers and future budgets.

3.2 OPTIONS

Option 1a: Council continues to own senior housing and maintains current level of rental noting fixed incomes of tenants.

Advantages

- Provides certainty for Council and the community about the future of senior housing.
- Continues to provide affordable housing for superannuitant residents 65 and over in our communities.
- Aligned to Buller District Council's values and our role with the four well-beings.

Disadvantages	<ul style="list-style-type: none"> • Maintenance is not sustainable without investment from outside the current 'closed' account. • Additional funding required to undertake upgrades and refurbishment as quality of current housing stock will decline without investment. • Operational expenditure remains the same. • No change in the level of care provided to tenants by Council. • Does not follow LTP 2021-2031 provisions and would require a separate resolution from Council in the next LTP (2024-34)
Option 1b: Council continues to own senior housing and maintains current level of rental noting fixed incomes of tenants with additional support – pastoral care and property management	
Advantages	<ul style="list-style-type: none"> • Provides certainty for Council and the community about the future of senior housing. • Continues to provide affordable housing for superannuitant residents 65 and over in our communities. • Aligned to Buller District Council's values and our role with the four well-beings. • Pastoral care with regular visits and welfare checks under contract with third party welfare organisation • Day to day maintenance and repairs together with project management of any upgrade work under contract to third party property manager removing responsibility from internal staff resource.
Disadvantages	<ul style="list-style-type: none"> • Maintenance is not sustainable without investment from outside the current 'closed' account. • Additional funding required to undertake upgrades and refurbishment as quality of current housing stock will decline without investment. • Does not follow LTP 2021-2031 provisions and would require a separate resolution from Council in the next LTP (2024-34) • Increased and on-going financial commitment for pastoral care and maintenance
Option 2: Add the TAS housing stock in Stafford Street along with Paparoa Way and Queen Street (if they become available) to a new housing portfolio to support senior housing	
Advantages:	<ul style="list-style-type: none"> • Increase in stock (up to 30 additional units) and revenue. • Queen Street and Paparoa Way houses are new and currently owned by MBIE/TAS on land leased from Council.

	<ul style="list-style-type: none"> • Stafford Street houses are owned by Council and were refurbished when installed on site in 2022. • Revenue could be used to upgrade or replace senior housing portfolio. • Building resilience into the Westport housing market • Day to day maintenance and repairs together with project management of any upgrade or replacement work under contract to third party property manager removing responsibility from internal staff resource. • Tenancy services also outsourced to third party property managers for Stafford Street, Queen Street and Paparoa Way
Disadvantages	<ul style="list-style-type: none"> • Finance to purchase/lease the Queen Street and Paparoa Way houses will be required. • Advice received indicates that the option to move seniors into larger houses in a ‘flating’ situation would not be successful. Therefore, senior housing stock would still need to be maintained, upgraded and replaced with associated costs. • Cost of routine maintenance on up to 30 new houses • Rental income may or may not to cover operational costs as property management costs will be added.
<p>Option 3: Divestment of the Senior Housing Portfolio. Sell current portfolio on the open market or through a tender process.</p>	
Advantages:	<ul style="list-style-type: none"> • Maximises potential value and return to ratepayers if sold with no obligations to existing tenants. • Tenants could potentially be given certainty of tenure for as long as they need it, but this may affect the sale price. • No further financial responsibilities for Council
Disadvantages	<ul style="list-style-type: none"> • Loss of a strategic community asset • Market rents likely to be charged – disadvantages and potentially excludes current tenants. • No security of tenure for the tenants and vulnerable seniors may not be able to find alternative accommodation. • Needs further investigation into land tenure and any obligations Council may have as a result. • Special Consultative Procedure under Local Government Act 2002 with the Community would be required for this option.
<p>Option 4a: Council continues to own the senior housing but leases the housing units to an accredited community housing provider or government agency:</p>	

This option would see an accredited community housing provider or government agency lease the housing and be responsible for all operating costs such as day-to-day maintenance.

Advantages	<ul style="list-style-type: none"> • Provides more certainty for Council and the community about the future of the senior housing. • Funding for maintaining the current units to be met by lessee and would not be a cost to ratepayers. • Rental subsidies not currently available to Council tenants may be able to be accessed.
Disadvantages	<ul style="list-style-type: none"> • Council still retains overall responsibility for the portfolio and for the costs of any upgrades. • Administration and oversight of lease arrangement remains a cost to Council. • To date there has been very little interest from outside providers due to the small number of units and the spread across the district making it difficult to manage the portfolio viable financially • Needs further investigation into land tenure and any obligations Council may have as a result

Option 4b: Transfer ownership of senior housing portfolio to an accredited community housing provider or government agency

A memorandum of understanding would be proposed with an expectation that the housing would remain available for the community and that existing tenancies would continue.

Advantages	<ul style="list-style-type: none"> • Current tenants able to continue with tenancies. • Other forms of funding (not available to local authorities) to augment lower rentals for improvements could be accessed by another agency. • Operational costs are removed for Council. • Rental subsidies not currently available to Council tenants may be able to be utilised. • Council would be able to put into place some safeguards for the future provision of community housing.
Disadvantages	<ul style="list-style-type: none"> • Purchase price may not be as high as an unencumbered sale to a private purchaser. • Council may not be able to restrict the future use of the housing for tenants over 65 years as this may not fit with the eligibility criteria of the successful group or agency. • To date there has been very little interest from outside providers due to the small number of units and the spread across the district making it difficult to manage the portfolio viable financially • Needs further investigation into land tenure and any obligations Council may have as a result

Option 5: Council continues to own senior housing but increases rents to cover costs for upgrading and refurbishment.

Council could retain the senior housing and increase rent for tenants e.g., to a certain percentage of market rentals to cover capital costs of any upgrades.

Advantages	<ul style="list-style-type: none">• Provides more certainty for Council and the community about the future of the senior housing.• Continues to provide housing for residents 60 and over in our communities with peers of a similar age.
Disadvantages	<ul style="list-style-type: none">• Increased rentals for the vulnerable and disadvantaged elderly members of the community. WINZ accommodation supplement may provide some relief.• Council is unable to access the Income-related rent subsidy from Ministry of Housing and Urban Development which Kainga Ora and Community Housing Providers use to cover the balance between the tenant's rental payment and the market rent for the property.• Operational expenditure remains the same.

3.3 Moving Forward

In line with the significance of any change in the management or ownership of the senior housing portfolio as a strategic asset Council is obliged to quantify the benefits and costs of the different options under consideration (see 4.2 below). It is recommended that further financial investigation be undertaken on the preferred options to fully inform Council in order to develop a final preference. A further report to Council will then be made and Council will make a decision. This decision will then be consulted on with the community under the Significance and Engagement Policy.

Council finance staff have provided some indicative rates income values below as part of the financial/budget implications. These are provided to give council information at a high level on how any additional cost to financially support senior housing would impact on the council's general rate.

4. CONSIDERATIONS

4.1 Strategic Alignment

Under the 2021-2031 Long Term Plan the Council will continue to operate its existing housing for seniors' units for the first three years of the plan, after which an alternative operating model will be in place. Assessing the options now gives Council time to put into place a suitable alternative model.

4.2 Significance Assessment

The Significance and Engagement Policy in the Long-Term Plan 2021-2031 includes Council's social housing portfolio as a strategic asset (p.192). As such the transfer of ownership or control of the portfolio is a proposal of high significance. Accordingly greater regard for the decision-making provisions set

out in the Local Government Act 2002 (refer s76 to s82) must be followed by Council.

In particular this includes:

- The extent to which different options are to be identified and assessed.
- The degree to which benefits and costs are to be quantified.
- The extent of the detail of the information to be considered.
- The extent and nature of any written record to be kept, or the manner in which Council has complied with these considerations.

4.3 Tangata Whenua Considerations

Council works in partnership with Ngāti Waewae to provide governance. At this stage it is appropriate to continue discussions with Ngāti Waewae around their possible involvement in the future of senior housing provision in the Buller. Should Council decide to look at alternative ways to provide for senior housing such as outlined in Options 3, 4a or 4b above partnership with Ngāti Waewae could be one of the possible outcomes.

4.4 Risk Management Implications

The key risks associated with the assessment of these options.

4.5 Policy Framework Implications

Council must comply with the relevant policy and legal requirements including the Resource Management Act 1991, Local Government Act 2002, Health Act 1956, and Council's own Procurement Policy.

4.6 Legal Implications

- Local Government Act 2002
- Building Act 2004
- Buller District Council Housing for the Elderly Policy
- Buller District Council Long Term Plan 2018-2028

4.7 Financial / Budget Implications

Financial and budget implications need further analysis and consideration by Council as part of the final decision making.

To provide the council with some base data on the financial impact of investing rates income in senior housing, the following should be noted:

- The general rate levied in the 2022/2023 financial year was \$10.159 million. If 1% of the general rate was allocated to senior housing, the amount of income that would be available to support additional costs of maintenance and property management/tenant support is \$101,590. To make this \$ value into a rating unit comparable #, every rating unit would need to pay an additional \$17.60 (GST Inc) per annum.
- If capital works are undertaken to improve the quality of the housing stock, it would be appropriate to fund capital works from loan funding. A \$ 1 million loan. Repaid over 30 years, with an interest rate of 5% average over the 30 year period is an annual cost of \$65,050. To make

this \$ value into a rating unit comparable #, every rating unit would need to pay an additional \$11.30 (GST Inc) per annum.

4.8 Media/Publicity

There will be interest from the media in this issue. This will be managed by the Communications team as and when required. Staff will also ensure our tenants are kept updated with any proposed changes.

4.9 Consultation Considerations

The senior housing portfolio is considered to be a Strategic Asset under the Significance and Engagement Policy (LTP 2021- 2031). Public consultation will need to be undertaken on any proposal to transfer ownership or control of the senior housing asset. This will be based on the matters set out in the consultation principles and community engagement matters outlined in the Significance and Engagement Policy (LTP 2021- 2031, p191 to p192).

BULLER DISTRICT COUNCIL

28 SEPTEMBER 2022

AGENDA ITEM 7

Prepared by - Bronwyn Little
- Policy Advisor

Reviewed by - Krissy Trigg
- Acting Group Manager Community Services

HOUSING FOR SENIORS – INFORMATION REPORT

1. REPORT SUMMARY

This report outlines the options for the future management and ownership of Council's Senior Housing portfolio. It summarises the current situation regarding the portfolio and the possible options for the future. A further report, including financial analysis will be presented to the new Council seeking final direction on which option to pursue.

2. DRAFT RECOMMENDATION

That the Council:

- 1. Notes the assumption in the 2021-2031 Long Term Plan that Council will continue to operate its existing housing for seniors' units for the first three years of this plan, after which an alternative operating model will be in place; and**
- 2. Receives this report for information.**

3. ISSUES AND DISCUSSION

BACKGROUND

3.1 Setting:

In February 2020 council established the Housing for Seniors Steering Group to investigate and consider options and the social and financial implications of the ownership and management and eligibility of Council's current housing for the elderly.

The 2021-2031 Long Term Annual Plan (LTP) highlights a change in the level of service in this area of Council's operations as follows:

The Steering group has agreed a policy approach that:

- In general Council wants to see the ongoing provision of housing for seniors to enable older people within our community to live independently with the support of each other, the wider community and Council.
- On-going housing provision should be limited to seniors rather than more general social housing in the community.
- There should be no decrease in provision of housing for seniors. These assets should remain available for this purpose and the service enhanced where possible (rental assistance, services and care for tenants).
- Council will look for the best option to provide the above – it is likely that ownership may not be best held by Council, but that Council have some level of control in the future operation of this service.

Potential options for providing this service include retaining the activity inside Council, a trust or community housing provider model, and the private market (with appropriate safeguards for tenants and continuation of the service).

Extract from 'Buller District Council 2021-2031 Long Term Plan' p.104

The LTP assumes that the activity will continue as per the status quo for years 1 to 3, with the activity being provided outside of Council from year 4. Provision is included in the LTP for Council to maintain the existing level of service in years 1-3 (2024).

3.2 Current Situation

As noted in previous reports; in total there are currently 46 Senior Housing units in Buller. 44 units are currently occupied with the completion of flood repairs and refurbishment on the Henley Street flats completed earlier this year. Two units located in Reefton are currently in Care & Maintenance.

All the units are one-bedroom (24 single and 22 double bedroom size). All have a separate lounge/kitchen area, shower/toilet/utility room and small external storage area. Eight of the tenants also rent onsite external car garaging.

Units contain vinyl floor coverings in the bathroom and kitchen areas, carpet in the bedroom and lounge areas, an oven, heating (most now have heat-pumps), a clothesline and external storage. Ground

maintenance is provided by Council. Furnishings and chattels are the responsibility of the tenant.

As previously reported, the 12 senior housing units on Peel Street, McAuley Flats, will pass to the Catholic Archbishop of Wellington as per the lease agreement between Buller District Council and the Archbishop of Wellington which expires after 40 years in November 2022. The property was leased from the Catholic Church at a peppercorn rental for a 40-year period. The flats were constructed by Council with a loan from central government. Both the land and the improvements (the flats) will pass to the church under the provisions of the lease.

This reduces the Council owned senior housing stock in Westport to 14 units and in the Buller district overall to 34 units (2 of which are in care and maintenance in Reefton).

The housing units are aging assets with the majority over 40 years old:

Over 40 years old	22 units: 5 units Henley Street Westport (1977/78) 4 units Russell Street Westport (1978) 3 units Wakefield Street Westport (1977/78) 4 units Don Street Reefton (1975) 4 units Bridge Street Reefton (1950s) 2 units Broadway Reefton (1950s)
30 to 40 years old	07 units: 1 unit Queen Street Westport (1991) 6 units Broadway Reefton (1982-84)
20 to 30 years old	03 units: 1 unit Queen Street Westport (rebuilt 1995) 2 units Umere Road Karamea (1997)
Less than 10 years old	02 units: 2 units Umere Road Karamea (2013)

All units are maintained on a cyclic maintenance program. Significant work in the last 10 years has included:

- 2013 - Two new housing units single floor duplex, 16 Umere Road, Karamea. Cost approx. \$500k.
- 2016/17 – Compliance insulation upgrades including pipe lagging, ventilation and heating assessments on 45 units (- \$25K).

- 2017 – New supply and installation of air conditioning heat pumps in Reefton (-30K)
- 2017/18 – Vacated units, requiring significant electrical upgrades (including distribution boards), new floor coverings, kitchen stoves and bathroom extractor fans. 4 in Reefton, 4 in Westport.

In the LTP for 2021 to 2031 there is provision for floor covering, stove and air-conditioning unit replacement along with re-roofing across various units in Westport, Reefton and Karamea. There are also loan repayments scheduled for the Karamea units. As noted previously the 2021-2031 LTP expects no income or expenditure after 2024.

3.3 Rentals:

The existing financial structure for the Senior Housing portfolio expects self-funding through the tenants' rents. The rents are currently \$137 per week (includes \$3.50 per week for maintenance) for a single and \$180 (includes \$3.50 per week for maintenance) for a couple. There is an additional \$8.00 per week for those tenants with the use of a garage.

It is noted that because the Work and Income subsidy (Income Related Rent Subsidy) is not available for tenants in Council housing our rents are necessarily set at a reasonable rate to ensure tenants are not disadvantaged financially.

3.4 Financial Implications

To date, Council has not undertaken a full financial evaluation of the senior housing portfolio. Putting together this financial information will provide the basis for final decision making. Currently financial projections are only available to the year 2023/24 due to the LTP assumption that the activity will be provided outside of Council from year 4.

Each of the options outlined below in this report needs to be evaluated to establish the financial outcomes for Council and the community in the longer term in order to compare the various options identified. This would include an analysis of the option in terms of rates, debt and levels of service.

It is proposed that staff from the Community Facilities and Finance teams form a working group to undertake this evaluation along with an assessment of the current condition of the housing stock. The outcome will be presented to the new Council for consideration.

A full analysis of any outstanding loans from central government which were used to build senior Housing units in the past must also be undertaken.

3.5 Moving Forward

The following options for the future management and ownership of the Senior Housing portfolio have been identified. As noted above the financial implications of each option have not, as yet been assessed.

Option 1: Council continues to own senior housing and maintains current level of rental	
Advantages	<ul style="list-style-type: none"> • Provides more certainty for Council and the community about the future of the senior housing. • Continues to provide subsidised housing for residents 60 and over in our communities with peers of a similar age.
Disadvantages	<ul style="list-style-type: none"> • Likely that the quality of the housing would decline without additional funding required to undertake upgrades and refurbishment. • Council continues to provide same basic level of service to tenants • Operational expenditure remains the same • Does not follow LTP 2021-2031 provisions
Option 2: Transfer ownership of senior housing portfolio to an accredited community housing provider or government agency <i>A memorandum of understanding would be proposed with an expectation that the housing would remain available for the community and that existing tenancies would continue.</i>	
Advantages	<ul style="list-style-type: none"> • Current tenants able to continue with tenancies • Other forms of funding (not available to local authorities) for improvements could be accessed by another agency • Operational costs are removed for council • Rental subsidies not currently available to council tenants may be able to be accessed • Council would be able to put into place some safeguards for the future provision of community housing
Disadvantages	<ul style="list-style-type: none"> • Purchase price may not be as high as an unencumbered sale to a private purchaser • Council may not be able to restrict the future use of the housing for those over 60 years as this may not fit with the eligibility criteria of the successful group or agency

<p>Option 3: Mixed ownership of senior housing <i>Under this option Council would divest part of the portfolio to a Council Controlled Organisation (CCO), Trust or joint venture.</i></p>	
Advantages	<ul style="list-style-type: none"> • Council would continue to own a share of the Senior Housing portfolio and therefore continue to have some control of the provision of senior housing. • The value of the share, (and control) would be determined by the nature of the ownership agreement.
Disadvantages	<ul style="list-style-type: none"> • Likely to attract one-off establishment costs and ongoing governance and management costs for little additional benefit. • Depending on government policy, it may not be possible to access government funding as Council still has a level of ownership. • For a CCO or joint venture there would be ongoing governance and management costs to council as well as potential income tax liability.
<p>Option 4: Council continues to own the senior housing but leases the housing units to another provider: <i>This option would see an accredited community housing provider or government agency lease the housing and be responsible for all operating costs such as day-to-day maintenance.</i></p>	
Advantages	<ul style="list-style-type: none"> • Provides more certainty for Council and the community about the future of the senior housing. • Funding for maintaining the current units to be met by lessee and would not be a cost to ratepayers. • Rental subsidies not currently available to council tenants may be able to be accessed
Disadvantages	<ul style="list-style-type: none"> • Council still retains overall responsibility for the portfolio and for the costs of any upgrades • Administration and oversight of lease arrangement remains a cost to council

<p>Option 5: Council continues to own senior housing but increases rents to cover costs for upgrading and refurbishment</p> <p><i>Council could retain the senior housing and increase rent for tenants e.g. to a certain percentage of market rentals to cover capital costs of any upgrades.</i></p>	
Advantages	<ul style="list-style-type: none"> • Provides more certainty for Council and the community about the future of the senior housing. • Continues to provide housing for residents 60 and over in our communities with peers of a similar age.
Disadvantages	<ul style="list-style-type: none"> • Increased rentals for the vulnerable and disadvantaged elderly members of the community who would still not be able to access all government subsidies • Operational expenditure remains the same
<p>Option 6: Council sells its senior housing on the open market by private sale</p> <p><i>This option would see Council dispose of the housing on the open market without any conditions on the sale.</i></p>	
Advantages	<ul style="list-style-type: none"> • Maximises potential value and return to ratepayers • No future responsibilities regarding upgrades or operational expenditure
Disadvantages	<ul style="list-style-type: none"> • Loss of control over the future of the community asset • Market rentals likely to be charged which would exclude current tenants and those in similar financial circumstances • Vulnerable elderly people may not be able to find accommodation within the community

3.6 Next Steps

As noted in 3.4 above it is proposed that staff from the Community Facilities and Finance teams work together to undertake a financial evaluation of the various options. This is likely to also include an assessment of the current condition of the housing stock which will inform the analysis. The outcome will be presented to the new Council for consideration and a final proposal.

4. CONSIDERATIONS

4.1. Strategic Impact

Under the 2021-2031 Long Term Plan the Council will continue to operate its existing housing for seniors' units for the first three years of

the plan, after which an alternative operating model will be in place. Assessing the options now gives Council time to put into place a suitable alternative model.

4.2 Significance Assessment

The Significance and Engagement Policy in the Long-Term Plan 2021-2031 includes Council's social housing portfolio as a strategic asset (p.192). As such the transfer of ownership or control of the portfolio is a proposal of high significance. Accordingly greater regard for the decision-making provisions set out in the Local Government Act 2002 (refer s76 to s82) must be followed by Council.

In particular this includes:

- The extent to which different options are to be identified and assessed.
- The degree to which benefits and costs are to be quantified.
- The extent of the detail of the information to be considered.
- The extent and nature of any written record to be kept, or the manner in which Council has complied with these considerations.

4.3 Risk Management Implications

The report to the new council will need to address the management of risk in relation to the options under consideration.

4.4. Values

'To serve the residents of the Buller district, conscious of their needs, by providing facilities and services and creating an appropriate environment for progress and development while preserving the distinctive natural environment, as well as the cultural and historical environments.'

The Buller District Values are: Community Driven, One Team, Future Focussed, Integrity and We Care. The recommended option is aligned with these values.

4.5 Policy / Legal Considerations

- Local Government Act 2002
- Building Act 2004
- Buller District Council Housing for the Elderly Policy
- Buller District Council Long Term Plan 2018-2028

4.6 Tangata Whenua Considerations

Iwi are considered to be a stakeholder in the provision of housing for seniors and will therefore be consulted on any proposals.

4.7 Views of Those Affected

The senior housing portfolio is considered to be a Strategic Asset under the Significance and Engagement Policy (LTP 2021- 2031). Public consultation will need to be undertaken on any proposal to transfer ownership or control of the senior housing asset. This will be based on the matters set out in the consultation principles and community engagement matters outlined in the Significance and Engagement Policy (LTP 2021- 2031, p191 to p192).

4.8 Costs

Council staff time and resources will continue to be managed under existing workloads and budgets.

4.9 Benefits

The benefits to council and to the community will need to be addressed in relation to the options put forward to the new council.

4.10. Media / Publicity

There will be interest from the media in this issue. This will be managed by the Communications team as and when required.

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 8

Prepared by: Douglas Marshall
Chief Financial Officer

Reviewed by: Rachel Townrow
Acting Chief Executive Officer

LEASEHOLD PROPERTIES - EXTENDED 20% DISCOUNT OFFER

1. REPORT SUMMARY

On the past 4 years, the Council has adopted recommendations to allow a sale discount of 20% of the independently assessed market value of each leasehold property.

This special discount was granted in June 2019 until 30 June 2021, and then again in April 2021 to June 2023.

That resolution allows the owners of leasehold property to buy the land they lease at a discounted rate. The discount was offered to increase the uptake of leaseholders buying the land they occupy.

This report requests consideration of extending the timeframe of the special discount scheme for one more year to 30 June 2024.

An important point to note is that many of the leases expire in mid 2024 so council staff have a process to follow to renew the leases for a further 21 year period. Reducing the number of leases by the leasee freeholding, will reduce that workload while increasing the Council's cash holdings.

2. DRAFT RECOMMENDATION

That a twenty percent sale discount of the independently assessed market value of leasehold land be available to lessees to 30 June 2024.

3. ISSUES AND DISCUSSION

3.1 Background

Currently Council has 27 leasehold properties remaining with the land value (Government Valuation) of approximately \$1.8m. The properties are currently generating \$71,123 in lease revenue throughout this financial year. This is a return of approximately 3.8%. The return is less than the lease rate of 4.5% of

the current market value. This is because the leases are 21 year perpetually renewable leases which are reset to 4% of their current market value at the start of each 21 year term. This return will reduce as land value increases over time but the lease payments remain the same. Presently this rate of return is greater than interest rates for term deposits.

In June 2010 a report was presented to Council which recommended a discount scheme to facilitate the freeholding of Council leasehold properties. The issue identified with leasehold properties at that time was the poor return that they generated for the ratepayer. At that time Council had 139 properties worth \$8.7m which were generating a return of \$114,000 which represented a 1.3% return. At that time term deposit returns were 5% and debt costs were closer to 7% which highlighted the poor return that leasehold properties represented.

The 2010 report analysed the likelihood of tenants freeholding and predicted a 30-50% uptake for the discount scheme if a 20% discount on the market value of the property was made available to lessees to encourage them to freehold their properties. Council endorsed the recommendation for a set period of time, thereafter reducing the discount.

During March 2017 Council again instigated a 20% discount, effective until 30 June 2019. This was repeated in 2019 with expiry 30 June 2021 and again in April 2021 to June 2023.

As a result of these discount schemes, Council has sold more than 90 properties and banked in excess of \$4.8m in sales proceeds. Council has used the funds to repay debt and improve its cash deposit holdings.

The latest discount scheme offering has not created a vast amount of interest, such as the interest experienced when leasehold property was offered at a discounted rate back in 2010, however it does provide a little more scope to resolve lease debtor arrears, and in some situations can provide good incentive in the area of debt collection.

Improving the Council cash holdings gives the council more flexibility over investment decisions rather than holding residential land which does not offer the returns currently that cash deposits do.

3.2 Information about the Remaining Leases

When Council approved the twenty percent discount scheme to encourage reduction of the number of remaining leases, the rationale behind this was not only to provide financial benefit to Council. One of the problems inherent in the 21 year perpetually renewable leases is that the lease is set at four and a half percent of the current market value at the renewal date of the lease. Thereafter every 21 years the lease amount is reset to four and a half percent of the market value of the property, and the increases are significant. This is sometimes not well understood or received by lessees.

For example: a lease commenced or reset in 1992 on a ¼ acre property with a value of \$12,100 would equate to an annual lease of \$545. When the lease expired in 2013 the property was revalued to \$95,000 and the new lease was set at \$4,275. This is difficult to explain the increase to the lessee.

The option of reducing the lease terms only make the investment less attractive for Council and would also set a precedent for breaking other leases which is not equitable for other lease holders.

Freeholding of leases have been fairly static for a number of years due possibly to economic conditions and the remaining lessees not being at a suitable time in their lives to freehold their properties with the ten to twenty percent discounts offered.

4. OPTIONS

There are four options the committee could consider with regard to this report:

- Option 1 Support the recommendation provided by staff.
- Option 2 Propose a different discount % eg 10%
- Option 3 Propose no extension to the scheme from 30 June 2023
- Option 4 Propose an alternate recommendation.

5. CONSIDERATIONS

5.1. Significance Assessment

The Significance and Engagement Policy sets out the criteria and framework for a matter or a transaction to be deemed significant. The Significance and Engagement Policy is written in accordance with The Local Government Act 2002 (LGA 2002) section 76AA. This part of the Act sets the general approach to determine if a proposal or decision is significant requiring the Council to make judgements about the likely impact of that proposal or decision on:

The district:

- a) The persons who are likely to be particularly affected by, or interested in, the proposal or decision;
- b) The financial impact of the proposal or decision on the Council's overall resources; and
- c) The capacity of the Council to perform its role and carry out its activities, now and in the future.

In a financial context the content included in this report is not considered significant because the matters disclosed are of a routine nature, and not greater than 5% of the total assets and total annual operations of Council.

5.2. Values Assessment

The Buller District Council values are: One Team; Community Driven; We Care; Integrity; and Future Focussed. Supporting leaseholders to freehold their sections aligns with our community driven and we care values.

5.3. Policy/Legal Considerations

The Local Government Act 2002 governs the activities of Council and sets out the requirement for consultation on the Annual Plan and Long Term Plan to agree the budgets and activities to be funded.

This report assists with two key purposes of that Act (refer to section 3) stating the purpose of the Act is to promote the accountability of local authorities to their communities; and provide for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality local infrastructure, local public services, and performance of regulatory functions.

5.4. Strategic Impact

Council's key strategies, to achieve the vision of Council are:

Resilient - Building and promoting resilience in a community, services and infrastructure

Growing - Facilitating growth and a transition to a diversified, resilient and sustainable economy,

Quality Infrastructure - providing reliable and sustainable infrastructure that meets the needs of current and future generations

Liveable - investing in our towns to ensure we are an attractive district to live work invest and play

Affordable - Growing our non-rates income so rates are affordable to all residents There is limited strategic impact on the decision to freehold the remaining Council leasehold properties.

5.5. Risk Analysis

Risk is assessed by taking into account the likelihood of an event occurring and the result of that event.

When lease agreements are entered into by Council a risk arises that the amounts owing are not paid when due, and that over time total debt owing grows to an unsustainable level.

This risk is mitigated by engaging staff to monitor and recover debt therefore acting on indebtedness early on, which generally yields better collection results. It is also mitigated by providing incentives and options to freehold property which in turn assists with debt management. The twenty percent discount provides this incentive.

5.6. Policy / Legal Considerations

The Local Government Act (2002) Sections 140 and 141 stipulate the restrictions on the sale of endowment land. The Act stipulates that a local authority must include in its LTP the intention to sell and the use to which the proceeds will be put. Council last included these conditions in the 2021-2031 LTP by including a statement to this effect.

5.7 Tangata Whenua

The contents of the report are not a matter requiring consultation with tangata whenua.

5.8 Views of those Affected

Changing the discount scheme will be of interest to both current and previous leaseholders. Council has communicated the discount scheme and its dates to leaseholders, so the impending end of the scheme is known. It is considered that extending the scheme will not have a negative effect on current leaseholders.

5.9 Costs

There is minimal cost to administer a discount scheme. The key cost issues to consider are that if leasehold property is freeholded then the income stream from the rental payments cease. If this is not replaced by another income stream then rates must rise to replace the deficit. Council may wish to reduce debt or invest the proceeds as term deposits to offset the loss in revenue.

There are short and long term financial implications that will also need to be carefully weighed up by Council. In the short term a better return may be able to be obtained by investing proceeds of leasehold land elsewhere. But the return may be eroded over time by inflation and will eventually be far less in real terms than the current return received from lease rentals. This is because the lease rental return is reset to four and a half percent of the market value of the properties every 21 years which means over long periods of time the rental income is protected from inflation whereas the sale proceeds may not be.

5.10 Benefits

In the past years a better rate of return may have been obtained with the funds invested in interest bearing deposits. This now differs with low interest rates and returns.

Reducing the number of leasehold properties reduces the “public relations challenges” when the lease payments increase markedly every 21 years.

5.11 Media / Publicity

If the twenty percent discount period is extended to 30 June 2024 each leaseholder will be written to advising them of this. It will also be an item of interest which can be included in a media release as well as communicated via the regular Council newsletter.

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 9

Prepared by - Jason Sellaiah
- Subcommittee Liaison

Reviewed by - Bronwyn Little
- Policy Advisor

SPRINGS JUNCTION AND MARUIA SUBCOMMITTEE APPOINTMENTS

1. REPORT SUMMARY

This report asks Council to appoint new members to the Maruia/ Springs Junction Reserve & Hall subcommittee from those applicants who have responded from the community to the opportunity to make an Expression of Interest.

2. DRAFT RECOMMENDATIONS

1. That Council makes the following appointments to the Maruia/ Springs Junction Reserve & Hall subcommittee:

- Alison Candy;
- Natalie Brailey;
- Margaret Brooker;
- Peter Brooker;
- Ruth Thomson;
- Jerry Hohneck;
- Zac Hart;
- Kolbie Groom;
- Kathleen Bartlett; and
- Justine Kelly

2. That Council appoints Councillor Graeme Neylon as the Council representative on the subcommittee in place of Councillor Linda Webb.

3. BACKGROUND

During the advertisement of the subcommittees and the calling for expressions of interest, previous subcommittee members for this subcommittee were mistakenly missed out of an email encouraging them to apply.

Though the expressions of interest were publicly advertised, the community members feel they did not have sufficient knowledge of this process and have asked that this process be restarted for this one subcommittee.

A meeting was held with the current appointed subcommittee members for this group and all members were in agreement that this would be the fairest way forward.

The subcommittee agreed to readvertise for expressions of interest for the Springs Junction Reserve/ Maruia Hall Subcommittee, an advertisement was placed in the local paper and school newsletter opening the process for two weeks to allow for community members to put their names forward.

There was a total of fourteen Expressions of Interest, the process of recommending the individuals went through the same process as before with all applications being reviewed by a panel, comprising of the Deputy Chair of Community Environment and Services Committee, the elected Councillor for the subcommittee and General Manager Community Services.

The panel met and has made the following recommendations to Council to formally appoint the members as set out below:

Maruia/ Springs Junction Reserve & Hall Subcommittee recommended members
Alison Candy
Natalie Brailey
Margaret Brooker
Peter Brooker
Ruth Thomson
Jerry Hohneck
Zac Hart
Kolbie Groom
Kathleen Bartlett
Justine Kelly

The other members who applied to be part of the subcommittee have been contacted with thanks and will be invited to any future meetings.

4. CONSIDERATIONS

4.1. Strategic Impact

The appointment of members to subcommittees ensures that the management and maintenance of reserves are aligned to the Council's policy, direction and governance structure. In addition, subcommittees allow decisions to be made at a more localised level.

4.2 Significance Assessment

“Reserves” are listed as a strategic asset in Council’s Significance and Engagement Policy. Appointing reserve and / or hall subcommittees is not considered to be transferring control of these assets as they are subcommittees of Council itself, and the ultimate responsibility, liability and control sits with Council.

The decisions in this report are not considered to meet the threshold to be considered significant decisions under the Policy.

4.3 Risk Management Implications

Strategic – the appointment process is in line with the Council’s overall Governance Structure.

4.4. Values

The Buller District Values are: Community Driven, One Team, Future Focussed, Integrity and We Care. The resolutions are aligned with these values.

4.5 Policy / Legal Considerations

The following are relevant:

- Buller District Council Governance Structure
- Local Government Act 2002
- Reserves Act 1977

4.6 Tangata Whenua Considerations

No specific considerations have been identified relating to this issue.

4.7 Views of Those Affected

The Expressions of Interest process for these subcommittees enables those with an interest in being part of these subcommittees, to put their name forward for consideration.

4.8 Costs

Council staff time and resources will continue to be managed under existing workloads and budgets.

4.9 Benefits

Having a successful running subcommittee provides an opportunity for the council and community to work together to ensure that public assets are used in the best way for the local community.

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 10

Prepared by - Bronwyn Little
- Policy Advisor

Reviewed by - Krissy Trigg
- Group Manager Community Services

FUTURE OF MAWHERAITI HALL

1. REPORT SUMMARY

The hall at Mawheraiti has fallen into a state of disrepair and has not been used for any purpose for a number of years. There has been some concern from community members regarding the safety of this building. This report requests the Council's approval to deconstruct the hall and clear the site to ensure the reserve is a safe place for the public to enjoy.

2. DRAFT RECOMMENDATION

That the committee:

Instructs the Chief Executive Officer undertake an asbestos assessment and demolish the Mawheraiti Hall, in accordance with all health and safety requirements, located on the Mawheraiti Recreation Reserve (Part Section 8, Block III Mawheraiti SD, Gazette 1974 p. 2152) and clear the site.

3. ISSUES AND DISCUSSION

3.1 Background

The hall at Mawheraiti has fallen into a state of disrepair and has not been used for any purpose for a number of years. There has been some concern from community members regarding the safety of this building.

The hall is located off Thompsons Road in Mawheraiti on land which is gazetted as a reserve for Recreation Purposes and forms part of the Mawheraiti Domain. As such it is administered by the Buller District Council. In 2020 Council asked for Expressions of Interest

from those members of the community who wanted to be part of a Mawheraiti Reserve and Hall Subcommittee. There was one application, and it was subsequently agreed, with the applicant, that there was no need for a subcommittee. There were no applicants when Expressions of Interest were again called for in 2022.

3.2 Hall Condition Assessment:

In February 2023 a Council Building Inspector went out to the hall to assess its condition. He observed that it was potentially partially salvageable but has seriously degraded over time. As it is, the hall should not be used as there are structural issues with the subfloor by the front entrance. Here the joists have rotted out such that they no longer bear over the bearers. Cladding is also significantly degraded which has resulted in studs, dwangs and bottom plates rotting in at the rear of building by the slider door.

The subfloor has been well preserved. Concrete piles are in good condition as are the majority of the bearers joists and floor boards. The condition of the walls and roof could not be properly assessed without an in-depth investigation.

The inside of the building has been infested with vermin which presents a problem. Bird droppings have accumulated on the floor and will likely make some floorboards unsalvageable. Many parts of the building are sagging or appear warped. Linings and cladding would have to be removed to understand the extent of the degradation of structural building elements.

The Building Inspector recommended a full building report to understand the cost that would be involved in repairing or otherwise demolishing the building. A qualified Building Surveyor has assessed the building and has estimated that the cost of reinstating the building for public use would cost around \$250,000 to \$300,000.

3.3 Moving Forward:

Taking into account the advice from the building inspector and the cost of reinstatement Council staff have sought a quote for the demolition of the hall.

To demolish and remove the hall and ancillary buildings waste to a suitable landfill would cost approximately **\$15k + gst plus the following currently unknown costs:**

Price does not include:

- Consent fees if required
- Disconnection of services (electrical, water, plumbing and drainage have most likely already been disconnected and made safe, but this would need to be checked/confirmed)

- Asbestos assessment and any resulting special waste removal conditions

5. CONSIDERATIONS

5.1 Strategic Alignment

Council must ensure the bylaw is in keeping with its strategic direction for the district.

5.2 Significance Assessment

The deconstruction of the hall is not considered to be a significant matter as it only affects one building in the wider reserve network.

5.3 Tangata Whenua Considerations

None identified

5.4 Risk Management Implications

Council must ensure that public spaces, including reserves under their administration meet all Health and Safety standards. Currently the hall is considered to be a physical risk for those accessing the reserve. It could not be made safe without considerable work and financial resources.

5.5 Policy Framework Implications

None identified.

5.6 Legal Implications

Council must take steps to ensure its assets comply with all legal requirements including Health and Safety standards. The hall is currently in a state of disrepair, to the point where demolition is considered to be the only sensible option.

5.7 Financial / Budget Implications

The cost of demolition and site clearance would be managed within existing budgets.

5.8 Consultation Considerations

The matter has been brought to the attention of Council staff by one of the Inangahua Ward councillors who had been in contact with members of the local community in Mawheraiti. The matter was also discussed at the Inangahua Community Board on the 9th of May 2023.



Photo 1. Exterior Mawheraiti Hall February 2023



Photo 2: Mawheraiti Hall Interior February 2023

BULLER DISTRICT COUNCIL

31 MAY 2023

Agenda Item No 11

Prepared by - Rachel Townrow
- Acting Chief Executive Officer (former)

Attachments 1 – Draft Revised Meeting Timetable

COUNCIL MEETING TIMETABLE AND APPOINTMENTS UPDATE

1. REPORT SUMMARY

Amendments are proposed to Council's meeting timetable for the 2023 calendar year to better manage the workload for Councillors and staff, and to create efficiencies.

Council is also asked to make appointments to the Buller Resilience Trust and the Te Tai o Poutini Destination Management Plan Reference Group.

2. DRAFT RECOMMENDATION

That Council resolves to:

1. **Adopt the amended Council Meeting Timetable for the 2023 calendar year;**
2. **Appoint Mayor Cleine as Council's representative on the Buller Resilience Trust; and**
3. **Appoint Councillor [X] to the Te Tai o Poutini Destination Management Plan Reference Group.**

3. DISCUSSION

Meeting Timetable

Council has previously adopted a meeting timetable for Council and Committee meetings throughout the 2023 calendar year. Amendments are now proposed to the calendar as follows:

- Risk and Audit Committee meetings to be moved one week earlier – these meetings would be a fortnight apart rather than on consecutive weeks, allowing better workload management for Councillors and staff;
- Community, Environment and Services Committee (CESC) meetings to be held quarterly instead of bimonthly – as previously discussed, it is proposed that a Grants Working Group be established to workshop applications for Community Grants, Community-lead Revitalisation Grants and the Rural

Travel Fund. Recommendations would then be presented to the CESC or Council to make the final decision on allocation. As two CESC meetings per year were previously dedicated to grant consideration, with this work done through a workshop there can be two fewer CESC meetings. A paper will come to a future meeting to set the terms of reference, delegations and membership of the Grants Working Group.

Buller Resilience Trust

Under its deed, Council is to appoint one member to the Buller Resilience Trust. Mayor Cleine was the interim Council representative through the formation stage of the Trust. Due to an oversight, the formal appointment of Council's appointee to the Trust was not included in the report seeking Council appointments for this triennium.

As the Trust is still in its early stages, it is recommended that Mayor Cleine remain Council's appointee to the Trust to provide continuity.

Te Tai o Poutini Destination Management Plan Reference Group

The Destination Management Plan (DMP) was released in late 2022, during the development of the plan there was engagement across the whole region to support the development of the Destination Management Strategy and Plan.

The plan considers long-term sustainability, visitor demands and aims to coordinate management of all elements that make up a destination, including social license to operate, sustainability and carbon impacts, visitor infrastructure, attracting and managing investment into attractions, amenities, access, marketing, and pricing.

The aim of the DMP is to develop a sustainable visitor economy that considers the current and future economic, social, cultural, and environmental realities, address the needs of current and future visitors, the industry, the environment, and the host communities.

Development West Coast has asked Council to nominate a representative to the DMP Reference Group. It is recommended that a Councillor be appointed to this group.

PLEASE NOTE: General meeting start times are 3.30pm

Date	Day	January	Day	February	Day	March	Day	April	Day	May	Day	June	Day	July	Day	August	Day	September	Day	October	Day	November	Day	December	Date
1	S		W		W		S		M		T		S		T	ICB REPORTS DUE	F		S		W		F		1
2	M		T		T		S		T		F		S		W		S		M	RAC REPORTS DUE TOMORROW	T		S		2
3	T		F		F		M		W		S		M		T		S		T	ICB	F		S		3
4	W		S		S		T		T		S		T	RAC REPORTS DUE	F		M		W		S		M	RAC / COUNCIL REPORTS DUE	4
5	T		S		S		W		F		M	KING'S B/DAY	W		S		T	RAC REPORTS DUE	T		S		T	ICB	5
6	F		M		M		T		S		T	ICB / RAC REPORTS DUE	T		S		W		F		M		W		6
7	S		T	ICB	T		F		S		W		F		M	CNZ / CESC / RHC / RAC REPORTS DUE TOMORROW	T		S		T	CNZ / CESC / RHC / RAC REPORTS DUE	T		7
8	S		W	RAC REPORTS DUE	W	CESC / RHC REPORTS DUE	S		M	CESC / RHC / RAC REPORTS DUE TOMORROW	T		S		T	ICB	F		S		W		F		8
9	M		T		T		S		T	ICB	F		S		W		S		M		T		S		9
10	T		F		F		M		W		S		M		T		S		T		F		S		10
11	W		S		S		T		T		S		T		F		M		W	RAC	S		M		11
12	T		S		S		W	RAC REPORTS DUE	F		M		W	RAC	S		T		T		S		T		12
13	F		M		M		T		S		T	ICB	T		S		W	RAC	F		M		W	RAC COUNCIL	13
14	S		T	COUNCIL REPORTS DUE TOMORROW	T	CNZ / RAC REPORTS DUE	F		S		W	RAC	F	MATARIKI	M		T		S		T		T		14
15	S		W	RAC	W	CESC / RHC	S		M		T		S		T		F		S		W	CNZ / RHC / RAC	F		15
16	M		T		T		S		T		F		S		W	CNZ / RHC / RAC	S		M		T		S		16
17	T		F		F		M		W	CESC / RHC RAC	S		M		T		S		T	COUNCIL REPORTS DUE	F		S		17
18	W		S		S		T	COUNCIL REPORTS DUE	T		S		T	COUNCIL REPORTS DUE	F		M		W		S		M		18
19	T		S		S		W	RAC	F		M		W		S		T	COUNCIL REPORTS DUE	T		S		T		19
20	F		M		M		T		S		T	COUNCIL REPORTS DUE	T		S		W		F		M		W		20
21	S		T		T	COUNCIL REPORTS DUE	F		S		W		F		M		T		S		T	COUNCIL REPORTS DUE	T		21
22	S		W	COUNCIL	W	CNZ 1.30PM RAC	S		M		T		S		T	COUNCIL REPORTS DUE	F		S		W		F		22
23	M		T		T		S		T	COUNCIL REPORTS DUE	F		S		W		S		M	LABOUR DAY	T		S		23
24	T		F		F		M		W		S		M		T		S		T		F		S		24
25	W		S		S		T		T		S		T		F		M		W	COUNCIL	S		M		25
26	T		S		S		W	COUNCIL	F		M		W	COUNCIL	S		T	ICB REPORTS DUE	T		S		T		26
27	F		M		M		T		S		T		T		S		W	COUNCIL	F		M		W		27
28	S		T		T	ICB REPORTS DUE	F		S		W	COUNCIL	F		M		T		S		T		T		28
29	S				W	COUNCIL	S		M		T		S		T		F		S		W	COUNCIL	F		29
30	M				T		S		T		F		S		W	COUNCIL	S		M		T	ICB REPORTS DUE	S		30
31	T	ICB REPORTS DUE			F				W	COUNCIL			M		T				T				S		31

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 12

Prepared by Rachel Townrow
Acting Chief Executive Officer (former)

Sean Judd
Acting Chief Executive Officer

ACTING CHIEF EXECUTIVE REPORT

1. REPORT SUMMARY

This report provides an overview and update on strategic aspects that are happening in the Buller District, and a 'horizon-scan' of upcoming strategic focus areas and opportunities.

2. DRAFT RECOMMENDATIONS

That the Council:

1. **Receives this report for information.**

3. OVERVIEW OF INFORMATION

This report provides information on activity which has occurred over May 2023, and horizon scans matters of interest to Council, including central government reform.

3.1 Reform Update

- **Three Waters Reform**
Work is continuing on the Water Services Transition Programme at an operational level. Staff are continuing to respond to information requests from the National Transition Unit and are engaging on the programme. Consultation on legislation to give effect to the reform changes announced in April is still anticipated in the coming months.
- **Developing the National Planning Framework**
The Ministry for the Environment (MfE) are planning for the next stages of the resource management system reform, anticipating that the Natural and Built Environment Bill and the Spatial Planning Bill to be passed in mid-2023. Soon after the new legislation comes into force the government will release a draft

National Planning Framework (NPF), which will provide more detailed national direction on how decision makers in the new resource management system will give effect to the new legislation. After that, the NPF will go through a Board of Inquiry process before becoming operative and informing the development of the first Regional Spatial Strategies.

The NPF will comprise a single, cohesive and coherent body of national regulation to direct regional planning committees to prepare regional spatial strategies and Natural and Built Environment plans and local authorities to undertake consenting in the new resource management system.

The first National Planning Framework is intended to provide high-level direction for regional planning committees to support strategic direction and identification of natural hazards at the regional level and consideration of strategic opportunities to improve resilience. It will provide national direction on risk reduction and resilience to natural hazards and the effects of climate change. The NPF will guide regions on how to undertake risk assessments, respond to, and prepare for future hazard and climate events, supporting consistency across the country.

MfE has prepared a document called '*Our future resource management system: Developing the National Planning Framework.*' This document is not a formal consultation, rather it is intended to guide discussions with local government and help the sector prepare for the Board of Inquiry consultation on the first NPF. The Board of Inquiry consultation is planned to start in the last quarter of 2023.

This will be an important consultation process for Council to take part in, and consideration will need to be given as to how this is resourced. More information about the NPF is available via the following link:

<https://environment.govt.nz/publications/our-future-resource-management-system-developing-the-national-planning-framework/>

- **Consenting improvements for renewable electricity generation and transmission**

The Government has committed to achieving net zero carbon emissions by 2050 and set a target that 50% of total energy consumption will come from renewable sources by 2035. The government also has an aspirational target of 100% renewable electricity generation by 2030.

They have identified that *“meeting our emissions targets will require a rapid and efficient expansion of renewable electricity such as wind and solar generation. We will need to boost renewable electricity generation by 170% by 2050 to support increased electricity demand from the transition away from*

emissions-intensive fuels to renewable alternatives. Significant expansion and upgrade of other parts of the electricity network will also be required to enable this renewable electricity to reach customers.”

The Ministry of Business, Innovation and Employment (MBIE), alongside the Ministry for the Environment (MfE), is consulting on proposed changes to the National Policy Statement for Renewable Electricity Generation and the National Policy Statement for Electricity Transmission under the Resource Management Act (RMA).

The proposals focus on “*strengthening the current national policy statements for renewable electricity generation and transmission to provide a consenting process that is more efficient, certain and environmentally sustainable.*”

The proposals are being developed separately to the wider resource management reforms and aim to support council decision making by providing clearer direction on the need to significantly increase renewable generation to meet New Zealand’s international climate commitments. This consultation seeks feedback on options to help to resolve competing interests with other matters of national significance and how to explicitly factor in the principles of Te Tiriti.

This is presented for awareness. Due to resourcing constraints it is not proposed that Council make a submission.

<https://www.mbie.govt.nz/have-your-say/renewable-electricity/>

- **Charging Our Future: a draft long-term electric vehicle charging strategy for Aotearoa New Zealand**
Council did not make a submission on this consultation.

3.2 Te Tai o Poutini Plan (TToPP) – Further Submissions

An extension of time has been granted by the TToPP Committee for further submissions. These are now due at the end of June 2023. It is proposed to continue with the same process for approving the further submission as resolved by Council at its April meeting.

3.3 Tourism Infrastructure Fund (TIF)

Council applied to TIF for the following projects:

- Upgrade to the parking area outside the Carters Beach Hall
- Westport Town Precinct & Pathways - North Pathway - Kawatiri River Trail & Pounamu Pathway Connector creating the concluding link down Queen Street to provide a complaint and safe transport corridor connecting the Toki Poutangata Bridge to the Kawatiri River Trail
- Toilet upgrades district-wide:
 - Re-instatement of storm damaged toilets at Tauranga Bay

- Upgrade of effluent system at Punakaiki Campground
- Upgrade of effluent system at Mokihinui Campground

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 13

Prepared by Jamie Cleine
Buller District Mayor

Appendix

- 1 LGNZ Membership Benefits**
- 2 WCEM Joint Committee Meeting Pack**
- 3 LGNZ Conference Flyer**
- 4 TTPP Project Managers Report – April/May**
- 5 Mayors Correspondence**

MAYOR'S REPORT

1. REPORT SUMMARY

This report is to provide commentary of significant events and meetings attended by the Mayor. The report also provides information on advocacy or political matters currently before Council.

2. DRAFT RECOMMENDATION

That Council:

1. Receive the report for discussion and information.
2. Resolves to renew membership of Local Government New Zealand for 2023/24 and approves the membership fee for payment.
 - a) Notes council's LGNZ Conference and zone meetings policy.
 - b) Notes the conference is hosted in Christchurch and this creates a more affordable opportunity to consider additional delegates attend on a one-off basis.
 - c) Resolves that (insert number) Councillors are authorised to attend the 2023 LGNZ national conference.
3. That Council receive and note incoming and outgoing correspondence and Councillors provide direction for any responses or additions.

3. COUNCIL

3.1 Local Government New Zealand Membership (LGNZ)

I hosted his worship Toby Adams, Mayor Hauraki District in Westport. Toby is also on the national executive of LGNZ and was in town to meet with Councillors to discuss the work of LGNZ.

Council has received our annual renewal for membership of LGNZ for 2023/24. The fee this year is \$37,762.82 (plus GST). This renewal has not traditionally been discussed at a governance level by council, however, there has been increased public interest in LGNZ memberships by some other councils. The information in this report seeks to inform and resolve councils' position in regards our membership of LGNZ.

LGNZ brings local government together and builds stronger connections with central government. They provide policy expertise which helps council stay current and means our submissions on government policy are already partly defined, for our team to add local context to, sometimes with templates and guides to assist from LGNZ. Our staff also receive support on matters of policy and process with access to over the phone expertise that we don't have locally.

Our membership also creates and builds on our networks through zone and national sector meetings, often attended by key government ministers and officials. The Ākona professional development supports elected members professional development and free counselling provides mental health resilience for members. LGNZ have provided a one-page document that sets out exactly what they do and where our membership funds go. This is Attachment 1.

3.2 LGNZ National Conference

The national conference of LGNZ is being held in Christchurch 26-28 July 2023. A flyer for the conference is included as Attachment 3.

Full details of the conference programme and speakers is available on the conference website at <https://www.lgnzconference.co.nz/>.

Early bird registrations (discounted) are \$1495pp and close 11 June before full fees are charged. I have had expressions of interest from four Councillors wishing to attend the conference.

Council has a policy on conference attendance, although overdue for review it is on the BDC website and reads as follows.

NZLGA ANNUAL CONFERENCE AND ZONE MEETINGS POLICY

Chief Executive, ratified By Council

22 November 2001, 28/06/2017, 15/07/2014, Next review: 2020

The Council shall be represented at the Annual Conference and Zone meetings of Local Government New Zealand by up to two members (His Worship the Mayor being one when available) and its Chief Executive. Actual and reasonable costs of attendance shall be met by the Council.

The expressions of interest from Councillors exceeds current policy for numbers to attend.

Section 80 of the Local Govt Act has a process for decisions that are inconsistent with a policy of council. Therefore, if council wishes to have additional delegates attend conference it needs to note that this is inconsistent with policy, the reasons why additional delegates should attend and if council wishes to amend the policy.

3.3 Professional Development

On 18 May Councillors and senior staff members attended an all-day session at the Arahura Marae to build cultural understanding and continually improve diversity and equality within the organisation. Most importantly this will not be the end of our training journey as elements of our learning will be included in our own meeting protocols.

The benefits of this training were multi-faceted:

- Assists our organisation to meet obligations of Te Tiriti o Waitangi
- Strengthens our relationship with Ngāti Waewae
- Re-focussed our understanding of tikanga
- Provoked a broader understanding of equity and diversity in governance and community.

3.4 MAYORS TASKFORCE FOR JOBS (MTFJ)

Mayors Comment

MTFJ Buller continues to build stronger relationships with high schools to avoid students dropping out of the system. Being able to co-fund some further training will enable some courses that otherwise would not be available locally to be delivered here or travel supported.

The support of TUIA is enabling me to travel to Festival for the Future next month with my mentee Maddox Manawatu, this will enable him to gain exposure to inspirational speakers and provide peer/leadership to the Buller youth voice group who are also attending separately.

Although the numbers of MTFJ recipients are relatively small the outcomes at an individual level are huge and really making a difference.

The government budget announcement on 18 May included securing funding for the national MTFJ program for the next two years. Although the district allocations and any other changes to the program are yet to be defined, it is

fantastic news and I'm confident that MTFJ Buller's excellent track record will ensure a positive consideration for 2023/24 and beyond.

MTFJ Co Ordinator Julie Moore comments

Buller MTFJ was part of the VR Job Expo held in Westport by Connected. This created good interest and resulted in new job seeker clients.

Buller MSD and MTFJ have created a referral form for Job Seekers to be given out by WINZ staff. We also have given our local office fliers and information pamphlets on our fund. We continue regular work broker meetings and referrals to them for Mana in Mahi and flexi wage from businesses we are supporting.

Radio advertising has certainly helped give us greater exposure and we've seen an increase in office drop-ins from those wanting more information.

We are supporting Tai Poutini Polytech to fund First Aid courses for those enrolled with them and Buller High School year 13 students.

I met with the Buller High School Careers team leader, and we are now in the process of collaborating to bring short courses for those students leaving school this year.

There has been good communication and potential applications from Mineral Sands, Bathurst Mining and EPIC Digital.

VR Job Expo was held in Westport on Thursday 27th which saw good interest in MTFJ, and new Job Seekers enrolled, which led us to hosting a Job Seekers lunch early May.

Ruby and I went to Greymouth mid-April to meet with the Greymouth MTFJ team and are now planning a meeting of all West Coast MTFJ teams to brainstorm on how we can create more positive outcomes on the Coast.

April saw two of our job seekers get fulltime employment at Mitre 10. We also helped support driver licencing, LCQ qualifications, tools, short courses out of the district, accommodation and Clearhead.

MTFJ supported a young female jobseeker with work experience on a farm, travel, PPE and a full driver's licence as she navigated severe anxiety after dropping out of school. This has led to a permanent full-time position, a great outcome and an example where at an individual level MTFJ can help overcome some difficult challenges and get young people into work.

Total distributions for April \$15,315

Total distributions year to date \$246,531

3.5 Prime Ministerial Visit

It was an honour to host the Rt Hon Chris Hipkins in Westport on 12 May for an announcement of funding towards the Westport flood risk mitigation package.

The \$22.9m budget allocation includes all elements of the PARA framework with the majority of this fund available for engineered flood mitigation. The detail of exactly how this fund will be drawn down and specifics on the projects are a work in progress. The next steps will be working with Department of Internal Affairs (DIA) to establish a joint steering committee to oversee and develop this work.

We also took the opportunity to provide the PM with a visit to the Westport port to see the government funded improvements to this facility. This included the floating pontoon fishing boat berths, safety, security and services upgrades to the main wharf and harbourmasters office refurbishment. Westland Mineral Sands managing director, Ray Mudgway also provided a tour of their covered loading and storage facility. WMS is now working to establish a coastal shipping network with the purchase of a motorised barge capable of navigating our harbour for the export of mineral sands. This mode of transport will also open the possibility of export of aggregates and rock, and imports of goods for distribution from Westport.

4. EXTERNAL MEETINGS & EVENTS

4.1 Mayors, Chairs & Iwi Forum (MCI)

The MCI forum met on 10 May at Westland District Council.

Presentations and discussions included:

- A request for letter of support for Otututu Energy, looking to complete feasibility study into a hydro power scheme on the Rough River. (A copy is included in Mayors Correspondence).
- Edward Guy & Chris Bowie, Rationale consultants, on the regional collaboration on transport planning that is gaining efficiencies for all three Councils and feeds into the Regional Land Transport Plan (RLTP) now being prepared 2024-2027.
- Warren Gilbertson, Kanoa, updates on various projects including:
 - Dolomite point
 - Grey Port slipway
 - Hokitika Swimming Pool
 - Digital hubs
 - Te Ara Pounamu
- Mark Aliprantis, Kanoa, updates on flood resilience projects of WCRC and their efforts to retain local knowledge, next tranche of resilience funding may be from Ministry of Environment.

4.2 West Coast Emergency Management Joint Committee

The WCEM Joint Committee met on 10 May at Westland District Council. The agenda pack is included as Attachment 2.

Key points and highlights include:

- WCEM have been involved in five high-alert monitoring events this year due to severe weather including: Cyclone Hale on 9 January; weather event on 4-5 February 2023 mostly causing concern for the Westland District area; severe weather on 6 and 15 March 2023; and most recently weather event including atmospheric river conditions potentially affecting West Coast from 2 – 9 May 2023.
- Auckland 28 January and Cyclone Gabrielle State of National Emergency February 2023 saw staff from across West Coast local authorities and emergency services deployed to assist the state of emergency responses for both Auckland and Hawkes Bay. This involved all five of the WCEM group office staff.
- In addition to staff, other resources were shared in both Auckland and Hawkes Bay events such as Waste Management Plans, Rapid Building Impact Assessment operational plans, and registration / needs assessment forms.
- Buller District Council's offer of sixteen Starlink devices (recently obtained through the 'Better Off Funding') were gratefully received and deployed to isolated communities across Hawkes Bay and Tairāwhiti.
- A fixed term part-time position is being reviewed for a welfare officer for Buller District Council. This completes the 1.0FTE allocation for Emergency Management Officer – Buller. The Operational Sub-Committee will review the job description before the role is advertised in May.
- 2022 – 2023 NEMA Resilience Fund Projects, continue to procure \$190,000 value of Alternate Communications and \$300,000 Fuel Storage resources through our successful NEMA Resilience applications in 2022.
- Better Off Funding, Emergency Management Officers are working with district councils to identify, locate and maintain emergency supplies and resources across many of our remote communities, including 'Better Off Funding' alternative communication StarLink devices for remote communities.
- Three applications were submitted for the 2023-2024 round of NEMA resilience fund:
 - KitMe' Household Preparedness Web based tool – phase two national roll-out

- Alternate EOC / ECC Emergency Equipment Caches' - three Emergency Operation Centres, and one each to Makaawhio and Arahura Marae.
 - Supporting Communities through Adaptation – Buller Pilot.
- The regional roll-out of D4H commences from 1 July 2023. The building and testing phase will be followed by extensive training for our staff and stakeholders. D4H should be fully operational in early 2024.
- A letter to Minister for Emergency Management to discuss resourcing both Welfare and Recovery positions, and options for ongoing funding arrangements.
- The 2023 training programme is well underway. So far sixteen separate courses have been run with 130 people enrolled.
- A highlight this year is the welfare registration needs assessment training delivered for the first time in the region, utilising the survey 123 tool that we first developed over five years ago.
- WCEM advised councils of the need to budget for training. Councils are asked to consider a minimum of \$15,000 annually (from 2024-2025) for staff training.
- An AF8 Workshop on 24 November 2022 resulted in a range of collaboration activities.

Those currently being worked on are:

- Resource Register (including assets and equipment such as generators)
- Community Resilience Plans – with cross agency input
- Emergency Coordination Start-Up teams – first onsite team to activate emergency centres.
- An AF8 exercise for later this year to test the planning arrangements so far.

4.2 Te Tai Poutini Plan Committee (TTPP)

The TTPP committee met on 24 May via zoom. Topics of discussion included:

- Extension of time for the further submissions process
- Approval to delegate to WCRC CEO contracting of planning consultants to support the TTPP process and hearings.

Although not strictly a TTPP meeting, West Coast Mayors Chairs and Iwi met with Hon Damien O'Connor (via zoom) to discuss government funding support for TTPP. Mr O'Connor suggested we write outlining our concerns and request for further discussions with the relevant ministers. A letter was prepared by Grey District Mayor Tania Gibson, co-signed by the MCI requesting meeting with Environment Minister David Parker, Local Government Minister Keiran McNulty and Damien O'Connor to discuss funding options. A copy is included in Mayors Correspondence.

The TTPP project managers report for April is included as Attachment 4.

5. LOCAL EVENTS & RELATIONSHIP MEETINGS

I have attended various local events and relationship meetings over the period.

Some highlights included:

- Maureen Pugh MP and Simon Watts MP. Simon is the National party spokesperson for local government and regional development, Maureen is a list MP representing West Coast Tasman. We started the visit with a 3 hour workshop to discuss three waters infrastructure investment and in particular the significant gap that exists between what we can afford as a district versus what we are required to do under current water quality regulations. Simon was also particularly interested in having a discussion on climate change adaptation and the process we have been through to develop the multi-tool business case for flood risk mitigation. I took Simon to see some flood affected areas around town and the Alma Road and Cape Foulwind development areas as well as the port and fishing precinct.
- I joined Acting CEO Rachel Townrow to speak to a group of political science students from Canterbury University. The topic was to share our experiences of leading through natural disaster response and recovery. A particular focus was on leadership and communication to communities whilst dealing with uncertainty and lack of clarity on central government policy, legislation and support.
- Julia Campbell, regional director Kainga Ora for an update on their new build plans for Westport and the retrofit programme both of which will substantially upgrade the KO housing stock in Westport.
- Thursday I joined a zoom meeting with West Coast Mayors and Chairs and MP Damien O'Connor to discuss the costs of the developing Te Tai Poutini Plan and our plan to seek additional government support for this.
- Grey District Mayor Tania Gibson on a tour of the under-construction Dolomite Point visitor centre. It was great to see the superstructure now erected for this iconic building on the gateway between Buller and Grey Districts.
- Charles Bruning, Michelle Rodley and Graham Howard-Mills who are working together on a series of events to commemorate the 150th year

of the Westport Borough/District Council. This will provide a really good drawcard and theme for several local events including the white bait festival.

- Bruce Lochore, CEO Motor Caravan Association to discuss the growing membership of the association and the contribution this sector provides to the district. Bruce was keen to identify local businesses and attractions to be included on the NZMCA phone application, this app helps direct members as they pass through our area. NZMCA is also planning a national conference in Reefton in February that is likely to attract 700+ motorhomes to Buller.
- Minerals West Coast Forum (briefly) being held at the NBS Theatre to recognise the contribution the mining sector continues to make to the district. Council has a great relationship with Bathurst Resources, Federation Mining and Westland Mineral Sands all of whom are innovative and successful mining companies based here.
- Youth Voice, Tree planting at the domain to support Pink Shirt Day, speaking up and standing together to stop bullying. Bullying is something I have both called out and stood together with others to call out, it is important we continue to do so.
- Reefton to plant a kowhai tree in honour of the coronation of King Charles III, King of New Zealand.
- Reefton visit for Mayors chats followed by the Inangahua Community Board meeting in the evening.
- Debra Magner and Richard Clarkson who are regional advisors with Ministry of Primary Industries. This is a new and free service available to the rural community to assist in navigating the changing regulatory landscape for farmers through facilitation, collaboration and building on the resources that already exist.

6. CORRESPONDENCE

For Council consideration – see attached.

Incoming Correspondence 2023		
24 April 2023	Gary Jeffery	Water – Carters Beach, Waimangaroa
24 April 2023	RSA CEO	ANZAC Day
27 April 2023	Luca Clark	Health Navigator/Advocate Funding Query for Buller
27 April 2023	Fiona Hutchison – RSA	ANZAC Day Thank you
5 May 2023	Christine Bickell	Old Coal Town building Complex Queries
12 May 2023	Hon Kieran McAnulty	Westport Flood Resilience Coinvestment
23 May 2023	Westport Combined Pipe Band Inc.	Honorary Role – Vice President
Outgoing Correspondence 2023		
26 April 2023	Letter of Support	KNECT – Mokihinui Tramping Hut
26 April 2023	Letter of Support	Charleston-Westport Coastal Trail Trust
27 April 2023	Letter of Support	Inangahua & Reserves Sub-Committee – West Coast Community Trust
1 May 2023	Buller Electricity CEO	Letter of Response – Collaborative Approach
1 May 2023	Westport Early Learning Centre	Letter of Response – Funding Request
1 May 2023	Luca Clark	Response re Buller Health Navigator
2 May 2023	Letter of Support	MLBT & KNECT' Joint Application to MBIE Tourism Innovation Fund
9 May 2023	Christine Bickel	Old Coal Town Building Complex response
9 May 2023	Letter of Support	Reefton Powerhouse Charitable Trust
12 May 2023	Kanoa	MCI -Letter of Support Otututu Hydro
15 May 2023	Minister O'Connor	TTPP - Invitation



Local democracy's vision and voice.

OUR STRATEGY >

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

Our goals:

- / 01** More people value and participate in local government.
- / 02** Central government sees local government as a valued partner.
- / 03** Stronger Te Tiriti-based partnerships between local government and Māori.

Our priorities:

- / 01** Resetting the relationship with Central Government.
- / 02** Establishing stronger Te Tiriti-based partnerships with Iwi Māori.
- / 03** Campaigning for greater local decision-making and localism.
- / 04** Ramping up our work on climate change.
- / 05** Delivering and building on our core work.

We'll succeed through:

- Advocacy**
We champion the things that matter.
- Inclusion**
Everyone feels heard and valued.
- Development**
We build confidence and expertise.
- Connection**
We connect the best minds and ideas.

? WHY BELONG?

Make meaningful connections across local government

Our networks sector and zone gatherings and must-attend conference connect you with peers who can offer advice and support – as well as advancing collective policy and advocacy work.

An impartial listening ear

Elected members call us when it gets tough and there's no one you can talk to internally. We're a confidential, listening ear – we've heard it all before and can help you find a way forward.

Tailored professional development

We run induction and courses designed specifically for elected members and the unique local government landscape. Whether you're newly elected or very experienced, you'll learn from our workshops and resources, which are tailored to your career journey.

Free counselling for elected members

All elected members can access free counselling and digital wellbeing resources through our confidential Clearhead portal.

Supporting diversity and inclusion

Networks like the Young Elected Members and Te Maruata (for Māori in local government) provide much-needed support and help people develop in their roles.

The local government glue

We bring everyone in local government together, whether you're a regional, unitary, metro, provincial or rural council – and whether you're an elected member or council staff.

Direct line to central government

LGNZ builds relationships with Ministers and officials that supports councils' own engagement at a political level. We're resolutely nonpartisan.

Louder together when it matters

When local government is united, central government listens. For example, when safety concerns were raised, LGNZ's advocacy resulted in the removal of residential addresses from campaign material.

Policy expertise on tap

We decode policy so that councils can quickly understand what it means for you. We share draft submissions and policy so you don't have to start from scratch.

Stronger together under pressure

LGNZ can galvanise and coordinate councils to support each other when you need it most. More than 35 councils signed up for our Adopt a Community initiative to help councils whose communities are suffering from the effects of Cyclone Gabrielle.

Collective policy feed into central government

We broker working groups that bring together elected members with the right expertise to feed into central government policy as it's developed.

Telling local government stories

LGNZ generates positive media that showcases the best of local government. We can also mediate potential media issues so they don't become news.

Jobs for young people

Mayors Task Force for Jobs has placed thousands of young people into work and training.

Supporting CE recruitment

We can lead and support recruitment of council chief executives.

Looking at the big picture

Our thought leadership pieces pull together expertise from all of local government to tackle the real issues. And we develop real solutions, including ideas like the Local Government Risk Agency (to pool resources to reduce risks and costs of disasters) or the Ratepayer Financing scheme (to support financially distressed ratepayers).

Scale benefits for councils

Members receive benefits from initiatives we develop. For example, our Street Lighting Profiles initiative, which means councils can be billed less for electricity if they are dimming their LED street lights. Or the Moata carbon portal, which allows embedded carbon to be measured and monitored across any capital works programme.

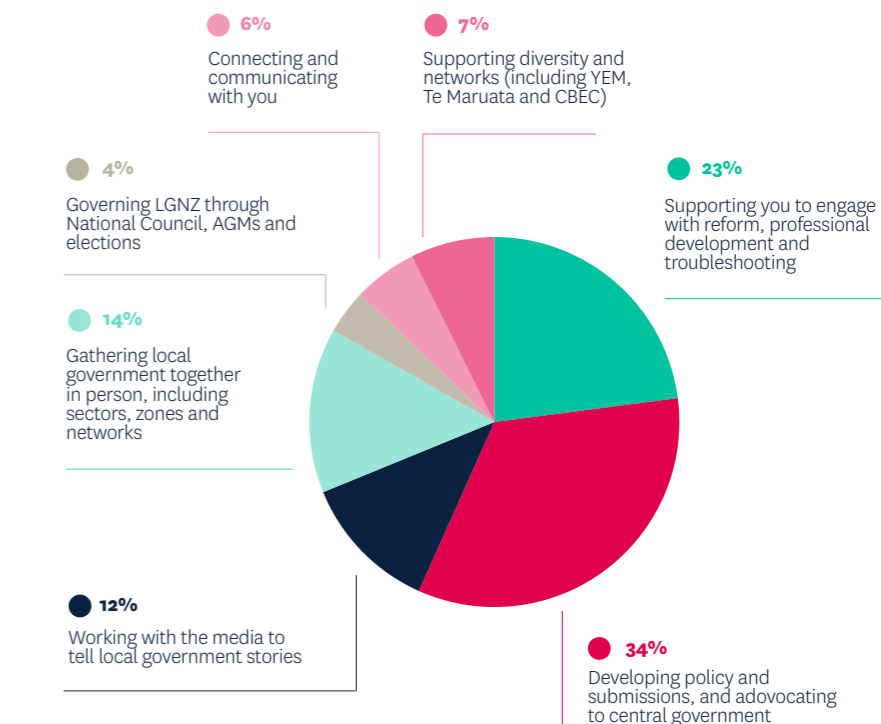
Templates and guides you can use

We develop documents that you can adopt or adapt: from standing orders to code of conduct templates. Experts like Dr Mike Reid are on hand for your tricky questions.

Campaigns that support local government

From Vote22 to mobilise votes for the local government elections last year, to localism and more, our national campaigns speak out on our behalf.

\$ WHERE OUR DOLLARS GO >



Joint Committee West Coast Emergency Management

Meeting Time: 9.00am – 10.30am Wednesday, 10 May 2023
Location: Westland District Council Chambers, Hokitika.
ZOOM Details: Meeting ID: 821 9271 8426
Passcode: 412211

Agenda

Joint Committee Chair – Mayor Jamie Cleine

1. Welcome and apologies
2. Confirmation of the Minutes of last meeting held on Wednesday, 1 February 2023. **Pg. 2-3**
Matters arising.
3. Group Manager Report - Claire Brown **Pg. 4-5**
4. Progress Report on the 2021 November Review - Claire Brown **Pg. 6**
(Refer Agenda Item Four Attachment)
5. WCEM Budget – Claire Brown **Pg. 7**
(List of proposed expenditure items to be tabled)
6. Resource Request – Te Aroha Cook **Pg. 8-9**
7. Operational Sub-Committee – Myles Taylor **Pg. 10-13**
8. National Emergency Management Agency (NEMA) Update – Mike Gillooly **Pg. 14-16**
9. General Business
10. Meeting Close

Next Meeting:

9 August 2023, Grey District Council Chambers

DRAFT MINUTES OF THE WEST COAST EMERGENCY MANAGEMENT JOINT COMMITTEE

**HELD AT ARAHURA MARAE
1 February 2023 at 0900am**

Chair– Mayor Jamie Cleine

Present: Mayor Jamie Cleine (Chair), Paul Madgwick, Francois Tumahai, Mayor Tania Gibson, Mayor Helen Lash, Chair Peter Haddock, Cr Ashley Cassin, Simon Bastion, Cindy Fleming, Heather Mabin (via Zoom), Paul Morris, Alan Gibson.

Paul Madgwick opened the meeting with Karakia.

Apologies: Claire Brown

1. Welcome and apologies.

Moved (/)

Carried

2. Confirmation of the Minutes of last meeting held on Wednesday, 9 November 2022.

No matters arigin from the Minutes.

3. Group Manager Report

Cindy Fleming gave a verbal update to the meeting in place of Claire Brown who was working away in Auckland at an event.

- There was a new emergency officer starting in Westland next week, she has a DOC background and had worked at Franz and Fox as the lead co-ordinator for ‘Tidy-Fox’
- An update was given on the fuel resilience project
- The NEMA application for the fuel resilience project had been delayed due to Ms Brown being deployed to Auckland
- Consultation was underway with the four councils for the next year’s budget
- Staff training exercises were being rolled out by region, and emergency response plans were ready to go out to communities
- The Emergency Coordination Centre setup and resourcing is being reviewed.

Mayor Cleine asked about a training schedule and mentioned the public backlash around communication in the Auckland event. He noted how critical good communication is. S. Bastion said Mayors have a large role in an event to “front” things.

F. Tumahai asked if there were terms of reference around the fuel resilience project, as he felt there needed to be a MOU in a big emergency to be able to switch to generators easily.

There was discussion around this and there have been 21 service stations identified for the fuel resilience project with more to be added.

Mayor Gibson said they had received a number of enquiries about the Controller positions. P. Haddock said that local knowledge was a big part in an emergency, he felt there should be a list drawn up and the local people with knowledge should be contacted and asked for their expertise. C.Fleming said that this would tie in with the community response plans which should be out to the public within six months.

Mayor Cleine said the support they received from DOC and local businesses in their event was a good resource.

C.Fleming said there has been work on building a data base, which will increase when the community response plans and finished.

Mayor Lash wanted to know if there was a formulated “worst case scenario” plan. Mayor Cleine thought the resilience plans in each district should capture this. Mayor Gibson said that Grey District Council had established a Resilience Committee to address the disjoint between the community and Civil Defence, she used as an example the rural fire service disestablishment, and it is the communication that is missing.

C.Fleming noted that the community response plans will clarify communications and they were due to go out to each district, but said it was a work in progress.

P.Madgwick said if the Alpine Fault went tomorrow; FENZ had expressed real concern about there being no clear line of command, and felt the first service they would turn to would be the Fire Brigades, Mr Madgwick suggested that all brigades get in a room together so everyone is clear with their respective roles.

C.Fleming said that was on the agenda and they were working through this with FENZ.

Mayor Gibson also wanted to know what would happen with fatalities, and whether there was going to be a temporary morgue. C.Fleming advised that Police and Health were the lead agency on this topic.

Mayor Lash was concerned about preparedness and how were they going to manage the situation themselves, because anything could cut off a lot of communities, and really you can’t plan a “best case scenario”. She thought there should be around the table discussion with all who would be involved and work from there. Mayor Lash also talked about the importance of looking out for your neighbours, and alternate ways to send out messages in case usual methods were not available.

There was discussion on an MOU between NEMA and the Australian equivalent, as they were used in Franz Josef and the help was very heavily relied on.

P. Madgwick also thought a media campaign around what to do in a Tsunami would be valuable.

Mayor Gibson said GDC was currently discussing on working with schools on Emergency Management. There was also discussion on a new fund for areas with poor or no internet coverage and an application should be made on behalf of the West Coast.

Recommendation

Receive the report

MOVED (/)

Carried

4. National Emergency Management Agency (NEMA) Update

O.Varley took his report as read and highlighted the following points:

- The Emergency Management Bill is still on track for introduction to the House this year. An update will be given to CEG when this happens.
- Catastrophic planning continues. A focus on Alpine Fault planning is scheduled for later this year.
- Ministerial portfolios are likely to be reviewed once the new Prime Minister is in place.

Recommendation

To receive the report.

MOVED (T Gibson / H Lash)

Carried

5. General Business

Nothing to report.

6. Meeting closed.

Next Meeting 10 May 2023 at Westland District Council.

AGENDA ITEM THREE

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Claire Brown, Group Manager
Meeting Date: 10 May 2023
Subject: Group Manager Report

PURPOSE

To update the West Coast Emergency Management (WCEM) Joint Committee on work progress, key projects, and highlights since the last meeting on 1 February 2023.

EMERGENCY RESPONSE MONITORING AND ACTIVATION

Since CEG last met there have been five high-alert monitoring events this year due to severe weather including: Cyclone Hale on 9 January; weather event on 4-5 February 2023 mostly causing concern for the Westland District area; severe weather on 6 and 15 March 2023; and most recently weather event including atmospheric river conditions potentially affecting West Coast from 2 – 9 May 2023.

Auckland 28 January and Cyclone Gabrielle State of National Emergency February 2023

Staff from across West Coast local authorities and emergency services deployed to assist the state of emergency responses for both Auckland and Hawkes Bay. This involved all five of the WCEM group office staff.

In addition to staff, other resources were shared in both Auckland and Hawkes Bay events such as Waste Management Plans, Rapid Building Impact Assessment operational plans, and registration / needs assessment forms.

Buller District Council's offer of sixteen Starlink devices (recently obtained through the 'Better Off Funding') were gratefully received and deployed to isolated communities across Hawkes Bay and Tairāwhiti.

A debrief of Council staff deployed in the North Island took place on 7 March. The debrief notes were shared with Operational Sub-Committee (OSC) later that month.

RESOURCESStaff

A fixed term part-time position is being reviewed for a welfare officer for Buller District Council. This completes the 1.0FTE allocation for Emergency Management Officer – Buller. The Operational Sub-Committee will review the job description before the role is advertised in May.

2022 – 2023 NEMA Resilience Fund Projects

We continue to procure \$190,000 value of Alternate Communications and \$300,000 Fuel Storage resources through our successful NEMA Resilience applications in 2022.

Better Off Funding

Emergency Management Officers are working with district councils to identify, locate and maintain emergency supplies and resources across many of our remote communities, including 'Better Off Funding' alternative communication StarLink devices for remote communities.

NEMA RESILIENCE FUND PROPOSALS FOR 2023-2024

Three applications were submitted for the 2023-2024 round of NEMA resilience fund. As a result of the state of national emergency and changing nature of priorities, all emergency management groups were

asked to reconfirm that their applications were still valid. NEMA advised updates applications will be by end May 2023. All three of our applications were reconfirmed:

- 'KitMe' Household Preparedness Web based tool – phase two national roll-out
- 'Alternate EOC / ECC Emergency Equipment Caches' - three Emergency Operation Centres, and one each to Makaawhio and Arahura Marae.
- 'Supporting Communities through Adaptation – Buller Pilot'.

DIGITAL ROAD MAP – D4H, TEAMS

The regional roll-out of D4H commences from 1 July 2023. The building and testing phase will be followed by extensive training for our staff and stakeholders. D4H should be fully operational in early 2024.

The current Microsoft TEAMS that is currently in use, will be modified later this year. Meantime we continue with the current system that provides a shared platform to use in activations until D4H is ready. The TEAMS modifications later this year will allow WCEM to move to a standalone email and allow all EOCs and ECC to share email and telephony systems.

Regular updates of this work programme will be provided at the Operational Sub-Committee on a monthly basis.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

receive this report

Claire Brown
Group Manager

AGENDA ITEM FOUR

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Claire Brown, Group Manager
Meeting Date: 10 May 2023
Subject: West Coast Emergency Management Group Structure and Operational Review 2021: PROGRESS REPORT

PURPOSE

This paper updates on progress of the approved recommendations of the West Coast Emergency Management Group Structure and Operational Review (the Review) completed in November 2021.

BACKGROUND

After the Buller flooding event in July 2021 questions were asked about effectiveness of the overarching response. In August the Joint Committee resolved to complete a review of West Coast Emergency Management structure and operating model. Chris Hawker of C3 Consulting was engaged to complete the review as set out in a scope of works. The review was presented to the Joint Committee and Coordinating Executive Group members in October 2021.

The review made 40 recommendations that focus on a range of areas including governance, structure, resourcing, and capability building,

UPDATE

Regular progress reports on the review recommendations are provided to the Coordinating Executive Group (CEG). CEG were advised at their last meeting on 26 April, that of the 40 recommendations, 36 were complete with six underway. The recommendation table attached sets out the recommendations with updates highlighted in red.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

receive this report

Claire Brown
Group Manager

AGENDA ITEM FIVE

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Claire Brown
Meeting Date: 10 May 2023
Subject: PROPOSED BUDGET 2023-2024

PURPOSE

This paper informs you of the operational budget proposed for 2023-2024 regarding key activity areas.

BACKGROUND

The May 2022 West Coast Emergency Management Partnership Agreement (the Partnership Agreement) is between the local authorities who fund the core delivery emergency management coordination for our communities.

West Coast Regional Council (WCRC) is the administering authority and the employer of the West Coast Emergency Management (WCEM) group office (the staff). WCRC is also an equal member of the Joint Committee and Coordinating Executive Group (CEG).

Included in the Partnership Agreement are the financial responsibilities of the signatory agencies, and the budget development process. Progress has been made to a better outline WCEM budgets of the West Coast Regional Council and across the three territorial authorities.

Discussions have occurred with each district council regarding budget allowances for example:

- Staff training
- Ongoing operating plans for satellite phone and Starlink devices
- Annual subscription to D4H – the new emergency response digital platform

The proposed key operational and capital expenditure items for the West Coast Emergency Management Group office will be tabled for discussion.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

receive this report

Claire Brown
Group Manager

AGENDA ITEM SIX

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Te Aroha Cook, Group Controller
Meeting Date: 10 May 2023
Subject: RESOURCE REQUEST

PURPOSE

This report seeks this Committee's endorsement to write to the Minister for Emergency Management for funding support for two additional roles focused on Welfare and Recovery.

RECOMMENDATIONS FROM THE 2021 WEST COAST EMERGENCY MANAGEMENT REVIEW

Recommendation 20 of the review (pg. 14) is a WCEM group office structure with six positions:

1. Group Manager
2. EMO – Readiness and Response
3. EMO – Buller
4. EMO – Grey
5. EMO – Westland
6. EMO – Lifelines and Projects (referred to below as 'EMO – Partnerships')

The current 2023/2024 WCRC WCEM budget proposes to return the WCEM Group office to six positions with a 'EMO – Partnerships' position, in line with recommendation 20 (above). The Operational Sub-Committee has reviewed the role description for the new position. The funding for the position is dependent on finalising the WCEM budget for 2023-2024 financial year.

Recommendation 23 of the review (pg.15) also set out additional roles to support the WCEM group office. This includes two additional roles for 'Welfare' and 'Recovery'. However, there is no additional funding for this position within the WCEM budget.

EXPERIENCES FROM CYCLONE GABRIELLE AND NATIONAL STATE OF EMERGENCY

Given the region's emergency event experience, along with the recent events across the North Island, there is an opportunity now to highlight this funding shortfall to the Minister for Emergency Management, Hon Kieran McAnulty.

Recent deployments of West Coast CDEM personnel to Auckland and Hawke's Bay have highlighted areas of risk in the management of a large-scale incidents that impacts more than one District across the West Coast due to an absence of critical functions. This includes, but is not limited to, a dedicated Welfare Manager Function, and Group Recovery Manager. This risk is further compounded where the impacts of an incident traverses more than one region.

The increased prevalence of emergency management incidents throughout New Zealand, particularly weather related events, has realised that as a nation, we are resource poor throughout the emergency management sector to manage long duration events. CDEM Group are reliant on the goodwill of members of Groups, primarily Council's, and/or organisations to release personnel to assist in incident management requirements. With the frequency of events, it should not be assumed that personnel will be released for deployments to assist with long duration events, highlighting an urgency for CDEM Groups to ensure that they are appropriately staffed in key functions.

Improved welfare response and recovery requires building strong communities, and establishing effective working relationships with stakeholders, government departments/agencies, and NGO's. Building our capacity in these areas is a step to better equip our geographically expansive region with

communities who are regularly impacted by emergency events, and who will be extremely vulnerable when faced with catastrophic events such as the alpine fault rupture.

In 2022, prior to Local Council Elections, the Minister of Emergency Management made a visit to the West Coast, meeting with the then Group Chair, Mayor Smith, and Coordinating Executive Committee Chair, S Bastion. As part of that meeting, an acknowledgement was made by the Minister in regards to resourcing requirements for the West Coast, and that an approach should be made for funding to assist in establishing positions to strengthen West Coast CDEM's capability to respond to significant events.

While it is acknowledged that there have been significant impacts across New Zealand due to Cyclone's Gale and Gabrielle, and further weather events continue to impact parts of New Zealand, due to West Coast being acknowledged as a region with multiple challenges as relates to impacts from natural events, Group should give consideration to making a formal approach to the Minister to determine whether funding for critical roles identified above, may remain available.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

write to the Minister for Emergency Management on behalf of this Committee to discuss resourcing both Welfare and Recovery positions, and options for ongoing funding arrangements.

Te Aroha Cook
Group Controller

AGENDA ITEM SEVEN

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: **Myles Taylor**
Meeting Date: 10 May 2023
Subject: OPERATIONAL SUB-COMMITTEE UPDATE

Purpose

To update the Joint Committee on the activities of the Operational Sub-Committee (OSC), as recommended by the Coordinating Executive Group.

OSC Focus Areas

OSC agreed to the following the three focus areas:

1. WCEM Group office work Plan
2. Training and capability building, and
3. AF8 (Alpine Fault Magnitude 8 event) planning.

Terms of Reference

The OSC Terms of Reference (ToR) was first agreed in February 2022. OSC agreed to review the ToR at the next meeting.

Work Priorities

The OSC is due to update the work programme prior to July 2023. Refer to Appendix One for updated version.

Training

Last year more than 250 training places were filled on course run throughout the region.

The 2023 training programme is well underway. So far sixteen separate courses have been run with 130 people enrolled.

- A highlight this year is the welfare registration needs assessment training delivered for the first time in the region, utilising the survey 123 tool that we first developed over five years ago.
- WCEM advised councils and emergency services of the need to budget for training in future as the NEMA fund (through Emergency Management Adult and Community Education) will be confined to volunteer / community participants. Councils are asked to consider a minimum of \$15,000 annually (from 2024-2025) for staff training.
- With an improved number and variety of training opportunities occurring throughout the region, the focus over this year is to take a more strategic approach, such as a region response unit with representation from each council.
- Two West Coast Controllers are attending the Response and Recovery Aotearoa New Zealand (RRANZ) leadership development residential programme in Auckland in May.

AF8 Planning and Collaboration

An AF8 Workshop on 24 November 2022 resulted in a range of collaboration activities. Those currently being worked on are:

- Resource Register (including assets and equipment such as generators)
- Community Resilience Plans – with cross agency input
- Emergency Coordination Start-Up teams – first onsite team to activate emergency centres.

The OSC will schedule an AF8 exercise for later this year to test the planning arrangements so far.

It was also agreed to schedule an exercise as a follow-up to the workshop 24 November 2022, for later this year.

The AF8 Road Show has commenced with the following locations and dates:

- HAAST 29 March 2023 *completed*
- FOX 30 March 2023 *completed*
- WESTPORT 29 May 2023 at 7pm Westport NBS Theatre
- GREYMOUTH 31 May 2023 at 7pm Greymouth Regent Theatre
- HOKITIKA 1 June 2023 at 7pm Hokitika Regent Theatre

<https://af8.org.nz/explore-the-science/af8-roadshow>

Recommendation

That the West Coast Emergency Management Joint Committee:

receive this report

Myles Taylor

Chair, Operational Sub-Committee

Work Priorities January – June 2023

Updated 8 May 2023

Updates in RED text

	Task	Outcomes / Milestones	Comment	Status
1	Team staffed to full capacity with individual work and development plans in place.	A full team is in place and operating in a coordinated and effective manner.	Team at full strength with latest appointment on 7 February. Working to fill 0.2FTE fixed term position in Buller with a welfare focus.	Ongoing
2	Controller Programme in place for the Coast and implement a training programme for all Controllers	Controller numbers increased and ongoing support programme in place	Regular meetings have commenced with some good engagement and varied agenda. Continue to put all controllers through national leadership programme. Six weekly Buller planning meetings involving Buller Controllers. Bi-monthly Controller meetings has commenced for Grey and Westland. Two Controllers are attending RRANZ Residential programme in May 2023	Ongoing
3	Westport flood response and evacuation plan are in place	Effective, tested and well communicated plan is in place	Version 2 circulated. This is due for Review and Exercise before end 2023 Operational planning to occur between Police and FENZ. Meeting with Police and FENZ scheduled.	Ongoing
4	EOC / ECC consistent systems and processes are aligned with training pack delivered to functional leads	Effective and consistent systems are in place.	Regional roll-out of D4H Transition to new TEAMS Tenancy for BAU including separate stand-alone email	Ongoing
5	EOC / ECC training programme in place and functional leads are appointed across all councils	Each EOC has the trained staff	2023 training schedule in place with support from NEMA EMACE funding allocation. Developing WC40 concept.	Ongoing
6	EOC / ECC resources stock-take and gap analysis discussed with each council	Each EOC has the resources required for immediate and independent operations	Refer Better-Off Funding packages and NEMA Resilience Application	Ongoing

7	Community engagement and training. Focus on household and community readiness and response	Develop new partnership-based Community Response Plans & Develop and incorporate into training schedule	Community Response Guide template developed and underway with communities. Public Plan with key messaging is drafted.	Ongoing
8	Delivery of the NEMA Resilience Fund projects	NEMA funded projects are underway and progressing as required by funding rules	Approved by NEMA, CEG and JC. THREE additional applications were submitted to NEMA in February 2023.	Ongoing
9	West Coast AF8 SAFER Framework Agency Plan	OSC identify programme of works utilising SAFER by June 2022 as primary mechanism to coordinate operational cross agency planning	Initial workshop held on 24 Nov 2022. Collaboration topics identified and to incorporate into ongoing OSC work programme. Alpine Fault exercise scheduled for second half 2023.	Underway
10	Community flood evacuation plans are developed for Greymouth, Hokitika and Waiho Franz	Effective, tested and well communicated plan is in place	Engage with respective council and utilise Westport template. April 2023 CEG discussed amending this item to a 'Community Support Plan' for each area to focus on arrangements to care for displaced persons. Information on risk zones and triggers could then be attached for reference.	REVIEW ITEM
11	Provide active support for all current studies and strategies (i.e., Buller Flood Mitigation, Franz Waiho long term strategy etc)	All current and high priority projects are supported to the best of available resources	As requested	As required

AGENDA ITEM EIGHT

Prepared for: West Coast Emergency Management Joint Committee
Prepared by: Mike Gillooly
Meeting Date: 10 May 2023
Subject: National Emergency Management Agency (NEMA) Update

State of National Emergency – North Island Severe Weather Events

NEMA Overview

1. The New Zealand Government declared a State of National Emergency (SoNE) on 14 February 2023 in response to Cyclone Gabrielle and the North Island Severe Weather Event. Key points to note are:
 - The declaration was extended three times, each extension lasting an additional seven days.
 - The declaration was terminated on 28 February for the Bay of Plenty region and on 3 March for Northland, Auckland, Waikato, and the Tararua District.
 - These regions and district entered a 90-day National Transition Period pursuant to a formal notice by the Minister for Emergency Management under section 94A of the Act.
 - Similarly, the declaration encompassing Tairāwhiti and Hawke's Bay was terminated on 14 March and they are now also in a 90 day transition period.
 - The National Coordination Centre (NCC) was in operation for a total of 54 days, having initially activated on 27 January. The NCC stood down on 22 March 2023.
 - NEMA alongside other Central Government Agencies continues to support Group and Local Recovery Offices.
 - A Cyclone Recovery Unit has also been established (more information below).

2. At the peak of the response, 17 ECCs and EOCs were activated across the North Island. NEMA provided support to these operations with the deployment of approximately 460 surge staff from around the country. This figure does not include other agencies and group-to-group deployments. New Zealand Response Teams (NZRT) from several regions contributed a total of 1,290 days of volunteer support throughout the response. International assistance was enabled from the Australian Disaster Assistance Response Teams (DART), the United States Agency for International Development (USAID), and the Fijian National Disaster Management Office, National Fire Authority and Republic of Fiji Military Forces. We wish to thank all Groups, Partners and Agencies who have supported the response and continue to support the recovery.

Cyclone Recovery Unit

3. Recovery from Cyclone Gabrielle will be co-ordinated nationally by a Cyclone Recovery Unit hosted by DPMC. It will be led by Katrina Casey. The Unit will co-ordinate the Government's recovery work and provide secretariat support for the Taskforce that is headed by Sir Brian Roche.
4. The focus of both the Unit and the Taskforce is to ensure that central government is aligned with and supporting regional and local recovery efforts – very much a locally led, centrally supported model. The Unit will work closely with NEMA's Recovery team, to ensure local recovery managers and offices are supported.

Severe Weather Emergency Legislation Bill

5. The [Severe Weather Emergency Recovery Legislation Bill](#) (SWERL Bill) passed its third reading in Parliament on Thursday 6 April. The SWERL Bill is the second bill in response to Cyclone Gabrielle. The bill aims to ensure that Government agencies and Crown entities, and affected local authorities and communities, can appropriately respond to, or recover from the recent severe weather events, or both. This includes providing the Government with flexibility to facilitate, enable, and expedite the recovery.
6. The Act makes the following amendments to the Civil Defence Emergency Management Act 2002 (CDEM Act), Resource Management Act 1991 (RMA), Local Government Act 2002 and Food Act 2014 and the Food Regulations 2015—
 - the CDEM Act to address issues relating to concurrent declarations of states of emergency and notices of transition periods under the CDEM Act to ensure emergency powers are available when needed, these provisions are in place until 1 October 2024; and
 - aspects of the RMA for a limited time to deem certain emergency preventive or remedial actions carried out by owners or occupiers of rural land to be permitted activities (until 1 April 2024) and extend time frames for advising local authorities and applying for retrospective consents for emergency work (until 1 October 2024). This recognises that it may not be possible for those dealing with the impacts of the weather events to comply with all RMA planning and regulatory requirements or meet existing time frames for retrospective consents; and
 - the Local Government Act 2002 to—
 - enable local authorities and Civil Defence Emergency Management Groups to meet by audio or audio-visual link and the members to be counted as present (until 1 October 2024); and
 - enable local authorities to amend their current long-term plans in relation to water infrastructure and services to take action to respond to damage caused by the recent severe weather events and improve the resilience to future weather events; and
 - registration and verification requirements in the Food Act 2014 and the Food Regulations 2015, to allow an extended period for a food business to renew its registration and to continue operating during the time a registration may have expired. This recognises that it may not be possible for affected communities (particularly isolated communities) to undertake their regulatory requirements for food businesses and allows those businesses to remain open.

North Island Severe Weather Events After Action Review

7. The severe weather events of 27 January and 14 February 2023 (Cyclone Gabrielle), collectively referred to as the North Island Severe Weather Events, with the subsequent State of National Emergency, provide an opportunity to reflect on a large scale, concurrent, multi-region response. NEMA is conducting an After-Action Review (AAR) to identify actions that need to be undertaken to ensure that NEMA is ready for future large and potentially catastrophic natural hazard events. NEMA's review is focused on NEMA's role and actions and is not an all of government review. NEMA has completed the majority of its hot debriefs and is now planning an internal after-action review workshop in mid-May.

8. Planning is underway for a national level after action review workshop likely to be held in July or August after CDEM Groups and other agencies have completed their own debrief and review processes. Further information will be provided in due course.

Trifecta Programme

Emergency Management Bill Update

9. The Minister has confirmed that the Emergency Management Bill will be introduced to the House of Representatives in early 2023, we hope the Bill will be introduced to the House of Representatives sometime soon. There will be an opportunity to provide feedback via the Select Committee process. This will occur following the introduction of the Bill to the House, and its First Reading. The Select Committee will set the timeframe. We encourage submissions on the Bill when it is before Select Committee - your views, experiences, and ideas for improving the law continue to be an essential part of setting up Aotearoa New Zealand to get better outcomes for emergency management.
10. We anticipate that the Cabinet paper outlining the final policy decisions will also be proactively released at a similar time as the Bill is introduced.
11. An out-of-cycle letter will be sent to CEG Chairs once the Bill is introduced to the House, along with more information about the Bill and what it proposes.

Appointments of NEMA's Deputy Chief Executives

12. As of 13 March, John Price formally began his statutory appointed role as Director of Civil Defence Emergency Management and Deputy Chief Executive Emergency Management of NEMA. Roger Ball will return to his role as National Manager of Operations and National Controller.
13. Jenna Rogers has now been appointed as the new Deputy Chief Executive Strategic Enablement of NEMA. Jenna has been acting in the role for almost a year and we are pleased to announce this permanent appointment.

RECOMMENDATION

That the West Coast Emergency Management Joint Committee:

receive this report

Mike Gillooly
Senior Regional Emergency Management Advisor

Why go to SUPERLOCAL CAL

23 **Ready, set, register.**

CONFERENCE IS BACK AND IT'S BETTER THAN EVER. SUPERLOCAL IS THE PLACE TO BE TO CELEBRATE AND INSPIRE LOUDER LOCAL LEADERSHIP. FROM 26-28 JULY, OVER 600 LOCAL GOVERNMENT LEADERS WILL GATHER IN ŌTAUTAHI CHRISTCHURCH FOR TWO DAYS OF LEARNING, SHARING, AND CONNECTING.

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Te Tai o Poutini
PLAN
 A combined district plan for the West Coast

Project Manager Update

18 April 2023 – 19 May 2023

Prepared By: Rachel Vaughan, Acting Project Manager
Date Prepared: 19 May 2023

Accomplishments this Period

The summary of Submission was notified, and the further submission period has been open to receive further submissions. There has been some confusion with the further submission process for the lay submitters in public. I have received several phone calls needing to explain the process and the reasons for further submissions being lodged.

Staff have received further submissions via email and need to manually load these. Most submitters are happy to take advantage of the online portal.

There has been several errors reported in the summary of submissions. This has resulted in the request for an additional week to correct the summaries prior to renotifying for the 10-day statutory period.

The reason being is acknowledging the level of participation the community want to have in the process and preventing the Community feeling isolated from the TTPP process. It is the least we can do to deal with accommodation community concerns. I have four community requests for the further submission period to be extended (some have requested out to August). In addition to the consultant complaints which have been raised with a Councilor. While some are minor, there is some basis for concern. Some of the big submitters have emailed errors, Manawa Energy, Foodstuffs, TiGa minerals, WMS Group.

While I understand this varies the hearing's schedule, I'm confident the delay isn't significant and can be accommodated. In discussions with Commissioners, we are still confident we can meet the hearings schedule from September onwards.

Staff have put communications to the Community and submitters –

- acknowledging the errors,
- outlining a timeframe for corrections and,
- the new timeframe for further submission.

Plans for Next Period





- Respond to queries
- Summarise further submissions period
- Commence pre-hearing meetings
- Commence hearings process

- Update WCRC Resource Management Committee
- Workshops on potential variation to the TTPP

Key Issues, Risks & Concerns

Item	Action/Resolution	Responsible	Completion Date
Decision makers can't agree	Get agreement on pieces of work prior to plan completion	Chairman	Ongoing
Budget insufficient for timely plan delivery	Work with TTPPC to recommend budget, and with WCRC to raise rate to achieve deliverables	Project Manager TTPP Committee CE WCRC	Annually Jan/Feb
Changes to national legislation	Planning team keep selves, Committee and Community updated on changes to legislation and the implications for TTPP	Project Manager Planning Team	Ongoing
Staff safety at public consultation	Committee members to proactively address & redirect aggressive behavior towards staff	TTPP Committee	Ongoing
National emergencies such as Covid-19 lock down and weather events	Staff and Committee ensure personal safety and continue to work remotely as able. Work with contractors to expedite work.	Project Manager TTPP Committee	Ongoing
Time and Cost of Appeals Process	Realistic budget set for best case costs. Awareness that contentious issues such as SNAs, natural hazards, mineral extraction and landscape provisions could see an extended appeals process, increasing costs to reach operative plan status	TTPP Committee TTPP Steering Group Project Manager	Ongoing
Community concerns over proposed Plan content	Respond to queries by phone, email and public meetings. Update information.	TTPP Committee Project Manager	Ongoing

Status

Overall		
Schedule		Summary of submissions renotified.
Resources		Future budgets required to cover hearings and mediation
Scope		Schedule 1 processes leading to updates to Plan to achieve operative status

Schedule

Stage	Target for Completion	Comments
Te Tai o Poutini Plan Notified	14 July 2022	This will be the "Proposed" Plan
Summary of Submissions	28 April 2023	Notified 28 April 2023
Further Submissions	16 June 2023	Further submission will be re-notified by 26 May and 10 further working days has been allowed for further submissions
Pre-hearing meetings/Mediation	July 2023 onwards	Indicative time only
Hearings Te Tai o Poutini Plan	From September 2023	Indicative time only.
Decisions Te Tai o Poutini Plan	2025	Indicative time only
Ongoing Decision Making for TTPP	2025 onward	TTPPC is a permanent Committee. Once the Plan is adopted the ongoing Committee role includes

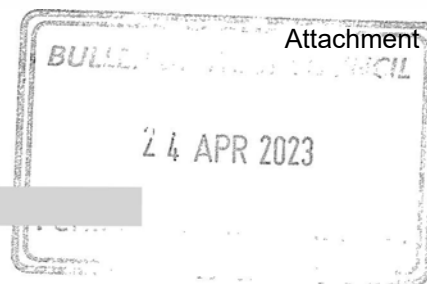
Stage	Target for Completion	Comments
		monitoring implementation and the need for any amendments, undertaking amendments and reviews, or ensuring these are undertaken, as required.
Appeals and Mediation Te Tai o Poutini Plan	From late 2024	Indicative time only. Any parts of the Plan not appealed are operative from the end of the Appeal Period.
Environment or High Court	2025	Indicative time only.



Te Tai o Poutini

PLAN

A combined district plan for the West Coast



The Mayor
BDC

Dear Mr Cleine

In addition to my last letter. I am wondering if the council could take over the water supply that used to be used to keep the rollers cool at the cement works. It was apparently of a good quality drinking drinking standard, and if so not too far to be piped to join up with the Carters Beach piping. when needed.

Thinking about Waimang.

It sounds like the Conn's creek supply is unreliable for quality, more than quantity, and one solution would be provide under bench filters, to ensure the water from the filters was fit to drink, Then Chloronation would not be needed. Fluodisation if required by law would have to be provided to young children in presribed pills provided to parents. The filters could be provided by BDC when needed.

For those who needed a more liable supply they could instal rain water tanks, which could be a better idea for all households away from the Urban region of Westport.

A 3000 litre tank would seldom run dry near Westport unless required for horticultural purposes.

Anyway just a few more ideas to think about

Yours

Gary Jeffery



Tēnā koe,

Included in this envelope is your personal Poppy. We invite you to wear it with pride during the month of April to show your support for veterans and their whānau.

In 2023 we are focusing on raising awareness of the 60,000 New Zealanders who have become veterans of military service since 1990, challenging the public's current perception on what it means to be a veteran.

Veterans, both old and new, and their whānau, need our support in countless ways to ensure that they are living fulfilling lives and have the chance to feel a sense of community.

Each year the RSA exchanges poppies for donations as a symbol of remembrance and as our main fundraising vehicle. Supporting us by wearing your personal Poppy would encourage the public to take a moment to remember, think about New Zealand's veterans, and perhaps donate so that we can continue the good work that we do.

This year our poppies will be out throughout the month of April, with our street appeal, known as Poppy Day occurring on 21 April. For those who don't carry cash or prefer to donate online, we have also created a QR code that makes donating easy.



If you have any questions about your personal Poppy, or would like to know more about us, then please head over to our website: <https://www.rsa.org.nz>

Noho ora mai,

Marty Donoghue
Chief Executive
Te Ratonga Kahui Morehu a Tu o Aotearoa
www.rsa.org.nz



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Phone + 64 4 384 7994 • Fax +64 4 385 3525 • www.rsa.org.nz



Remembrance • Support • Advocacy

If you think you know us, it's time to think again.

Forget what you know about the RSA and take another look.

The RSA is a movement, founded in 1916 with the express purpose of supporting veterans as they returned from war. Over 100 years later, that purpose remains at the heart of everything we do. But it's no longer just veterans of war that we support. We support all New Zealand's veterans of military service and their whānau, regardless of whether or not they have deployed on operations.

Our support starts the moment they attest and continues through life, long after service is over. And the best part? They don't even need to be a member of the RSA to get support from us - we're here for them, right now.

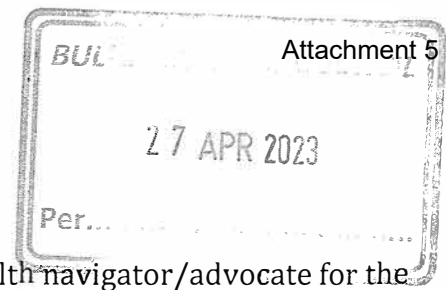
We have over 250 support advisors right across the country, trained and ready to help. From providing expert advice and guidance, to recovery and rehabilitation, improving access to medical and mental health support, through to transitioning from military to civilian life - any challenge our veterans face, there's a way the RSA can help.

We also provide support to whānau. We know that the families of our military personnel experience many different hardships; from long absences, frequent relocations, even disruption to family routines caused by short notice deployments. The RSA is here for them too.

If there is ever a reason we can't help, our vast network will mean that we know someone who can.

Any veteran of military service or their family members that needs support can contact their nearest District Support Manager right now:
rsa.org.nz/get-support/support-for-veterans





Wednesday, 26 April 2023

To Mayor Cleine

Any chance you can tap into some funding to pay for a health navigator/advocate for the Buller region? This position needs to be independent of the local PHO and West Coast DHB, to ensure impartiality and trust.

Recently it took me a month to find out whether I qualified for a travel/health cost subsidy for my health issues. During this time I realised that very few people know how the health system works here on the Coast.

I did learn that to qualify for the subsidy, the referral must be done by a specialist – however in Buller there are no specialists. This is a canny restriction, as it basically closes the gate for many people.

A month might not seem much to some, but when you have a health condition – transversing the system can be a full time job and a month becomes an eternity.

In regard to subsidies, I think the health system is relying on knowledgeable family members and friends to assist the person to navigate the system. However not everyone has this – for many reasons.

Maybe DWC could fund this position for a year, as health is a big consideration when people are considering where to live and/or start a new business. If the health navigator can help correct the system that is currently operating in Buller, it may be a model for improvement for other areas on the Coast.

I reckon during a one-year contract, the navigator could:

- learn how the health system works in Buller
- help people on an individual basis to get access to what they need
- educate the health professionals, community workers and the community itself
- put together and complete a survey of what the residents of Buller need in the way of health care, and find out what they are struggling with (including the level of Long Covid in our community)
- write a report with data to support their findings and that makes suggestions to resolve the issues.

Data is important if we want change. In my experience anecdotal stories are swept aside, but robust data is listened to and very difficult to argue against.

After the year is over, the position could be reassessed and continued if appropriate and the funding is available. It might be determined that Coast Medical might need someone to assist its clients on an on-going basis.

Someone told me that there is a health navigator at the hospital – but they are invisible and are tied to the DHB.

If you think this idea has merit, I'm happy to meet up with you. My best days are Thursday and Fridays.

Luca Clark

Westport

C:

P.s. I'm writing to you about this issue, as I am not able to pop into see you on your Monday open door sessions.

Westport RSA
137-141 Palmerston Street
PO Box 54
WESTPORT



Telephone: (03) 789 8872
Email: rsawestport@gmail.com

27 April 2023

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

Dear Mr Cleine

I am writing on behalf of the RSA to thank you for attending the ANZAC day service held at the Memorial gates this year.

It was very much appreciated.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Fiona Hutchinson', is written over a horizontal line.

Fiona Hutchinson
Secretary
Westport RSA

To Jamie Cliene Mayor of Westport



I am writing to you with regards to the Old Coal Town building complex

I have written to Lorellin Syben of the Kainga Ora home and communities asking questions, enclosed are their replies

I am asking why did you the council give permission to a building developer Redwood Property Group who are working with Kainga Ora Housing to build 14 houses, with no parking, in a red zone flood area

Will the local community be notified of who will be living in these houses, local or outsiders?

Parking on the road, will 14 spaces will be enough

Height restrictions on new buildings and what privacy will be given to the nearby land owners, fences, trees

Wasn't the Old Coal Town Site given to the Westport people to decide on its future, shouldn't the Westport people been consulted on the decision to be freehold

I know the decision has already been made with the old coal town museum site, couldn't this have been given knowledge to the local community to have their say

Regards

Christine Bickel

Westport

17 April 2023

Christine Bickel

Westport 7825

Kia Ora Christine,

Response to letter received regarding 165 Queen Street, Westport

Thank you for your letter with your queries around the 165 Queen Street development.

As we mentioned in our previous letter, Kāinga Ora has signed an agreement with developer Redwood Property Group to purchase these homes once construction is completed. The developer is therefore responsible for management of the development until the homes are completed and Kāinga Ora takes over ownership. However, we have tried to answer your queries the best we can based on the information we have at hand. We would appreciate it if you could clarify some of the points you raise so we can gather an appropriate response.

Please find our responses below:

Why wasn't the local community asked or involved in the decision making of the leasehold and freehold. Understand that the Coal town museum building was gifted to the Westport community

As this is a private development the sale and purchase of the land was a transaction between the developer and the land owner. Any questions related to the process or decisions around the sale would need to be directed to previous land owner.

4. Will the local community be notified of cliental being allocated to living there re gang members or do we find out in the local paper

Will the clientele of the Westport flooding or those need housing the local Kāinga Ora be given 1st priority not from other areas.

Will the cliental be local person? Re: Alma Road client being mob members and yep the police have already been called

I do know people living in State house and they are the most honest working & retired people you can



Response to points 2, 3, 4, 5:

As a landlord, it would not be appropriate for us to engage with neighbours about who may move into a Kāinga Ora home, as it would not be expected for any landlord to have discussions with neighbours about who may ultimately move into a home. Occupancy of any home changes through time, through property sales and also through letting private rental properties, where any person could move into a home.

People in need of social housing come to us from the Ministry of Social Development, who decides who qualifies for social housing, and prioritises people based on need. Before placing a customer in a Kāinga Ora home, we talk to them about both their housing needs and connections to schooling, the community, and other groups, to help us make a suitable housing match.

6. Amenities

Please clarify the information you are after.

7. Parking

Please clarify the information you are after.

8. Pavements

Please clarify the information you are after.

9. Flooding as the area is Red Zone 1 how can you build in an area that's flood prone

The new homes will meet new flooding requirements. This will be mitigated through the design of the new homes, which will be in line with Buller District Council requirements under the resource consent.

10. Asbestos in the building since we have lived here, how is this going to be taken out and disposed of

There are strict rules around the removal of asbestos. The developer is responsible for ensuring per health and safety requirements for managing hazardous materials are adhered to.

11. The Rent for the buildings will be suitable for the clients in the Westport area financial welfare

The majority of public housing tenants pay an income-related rent determined by the Ministry of Social Development, with the amount generally set at 25 percent of their net income. The Ministry of Housing and Urban Development pays the income-related rent subsidy to Kāinga Ora and registered Community Housing Providers to cover the balance between the tenant's rental payment and the market rent for the property.

The market rent is set according to comparable rent charged for other properties of a similar type, size and location.

12. Noise control

Please clarify the information you are after.

13. Houses in the area House valuation decrease

It would not be appropriate for Kāinga Ora to comment on this. There are many factors that influence house prices.

14. Height of buildings

Please clarify the information you are after.

15. Privacy to neighbours adjoining the new build, height of fencing being given as the houses being built in a red zone area I bring 1.5 metres higher than adjoin houses

Standard boundary fencing is 1.8m. Once Kāinga Ora has taken over ownership of these homes, we can look at options to mitigate the issue if there are concerns related to privacy. Some examples could be planting trees/shrubs or using trellises along fences to address such concerns.

16. Will the local community be informed of any construction, building road planning

Communications with the community is currently the responsibility of the developer, as our agreement is to purchase the completed homes. Therefore, it would not be appropriate for Kāinga Ora to manage these communications. However, once we have ownership we would look to hold an event where the community are invited to have a look through the completed homes, prior to customers moving in.

It would be great if you could provide us more context as to what you are asking for points 6, 7, 8, 12, 14 to help guide a response for these. If you have any other questions, please also feel free to include them.

We look forward to your response.

Ngā mihi

Lorellin Syben
Manager Community Engagement and Partnerships

Hon Kieran McAnulty

Minister for Emergency Management
Minister of Local Government
Minister for Racing
Minister for Rural Communities
Deputy Leader of the House



12 MAY 2023

Peter Haddock
Chair, West Coast Regional Council
By email: peter.haddock@wcrc.govt.nz

Jamie Cleine
Mayor, Buller District Council
By email: jamie.cleine@bdc.govt.nz

Francois Tumahai
Chief Executive, Ngāti Waewae Arahura
By email: francois@ngatiwaewae.org.nz

Dear Peter, Jamie and Francois

I am writing to follow up on the Government's decision to coinvest in building Westport's flood resilience that Prime Minister Chris Hipkins and Hon Damien O'Connor announced on 12 May 2023 in Westport.

It's great to be moving forward on this work. I know that the Westport community suffered greatly in the flooding of July 2021 and again in early 2022. I want to thank you all again for the efforts of both your councils and Te Rūnanga o Ngāti Waewae in working together to develop the Westport flood resilience proposal for co-investment.

Now that the Government co-investment has been confirmed, I am keen to start work with you and your councils on the Westport proposal. I know that having certainty on the level of Government funding is critical to finalising the overall design of the Westport proposal.

The next step will be to establish a steering group with the appropriate governance and oversight arrangements between the Councils, iwi, and central government. I expect this would be similar to the Buller Recovery Steering Group with senior members for each Council and Te Rūnanga o Ngāti Waewae, senior central government representatives, and overseen by an independent chair.

The first job of the steering group will be to refine the proposal for implementation now that there is certainty on the Crown co-investment.

The Budget funding has been set aside in a tagged contingency. The Minister of Finance, Hon Grant Robertson, and I will be overseeing the funding and authorising the drawdown of funds subject to the revised proposal meeting Government expectations.

We expect that the steering group will come to agreement on the proposals for draw down of funding including redesign of the flood protection work.

Minister Robertson and I will write to you shortly to set out the Government's expectations for the final proposal.

I have directed DIA officials to work with you on the next steps in implementing the Budget package and in particular on the establishment of the steering group.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'Kieran McAnulty', written in a cursive style.

Hon Kieran McAnulty
Minister of Local Government

Westport Combined Pipe Band Inc.

Secretary/Treasurer: Joanne Howard

(03) 789 7055

Westport 7825

23rd May 2023

To Jamie Cleine
mayor@bdc.govt.nz

Dear Jamie

As Mayor of the Buller District we would like to bestow on you the role of honorary Vice President of the Westport RSA Combined Pipe Band.

The band endeavors to perform at any function or ceremony within the Buller District to which it has been requested. Should the council have any forthcoming events you wish us to perform at please let us know?

Many thanks on behalf of the band,

Yours Sincerely,

Joanne Howard
Secretary/Treasurer



OFFICE OF THE MAYOR
Jamie Cleine

26 April 2023

To Whom It May Concern,

Kawatiri Nature Environment and Communities Trust - Letter of Support

I am writing in support of the Kawatiri Nature Environment and Communities Trust (KNECT) who are in the process of raising funds for a new tramping / biking hut to be located on private land on the northern side of the Mokihinui River. This project will add yet another attraction for visitors to our district and is particularly aimed at those who are not capable of tackling the bigger journeys of the Buller like the Old Ghost Road or Heaphy Track.

Over the past 12 years the KNECT project team have delivered a variety of recreational assets for the Buller community which have benefited the local community and visitors alike.

As with most projects this group undertakes, I am confident it will be completed to a high standard and I would encourage any potential funders to consider their application positively.

Best Regards

Jamie Cleine

Buller District Mayor

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



OFFICE OF THE MAYOR
Jamie Cleine

26 April 2023

To Whom It May Concern,

Charleston-Westport Coastal Trail Trust - Letter of Support

I wish to support the Charleston-Westport Coastal Trail Trust in its application to the West Coast Community Trust. The Kawatiri Coastal Trail is an outstanding community asset for residents and visitors to Westport and surrounds. The project team have a fantastic record of delivering a stunning and quality experience for trail users.

The latest planned investment in signage that is sympathetic to the environment and heritage will further enhance the experience for trail users.

I fully endorse this application for funding from an established and successful volunteer group.

Best Regards

Jamie Cleine

Buller District Mayor

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



OFFICE OF THE MAYOR
Jamie Cleine

27 April 2023

West Coast Community Trust

To Whom it May Concern

Letter of Support - Grant Application by the Inangahua Reserve and Hall Sub-Committee

I support the Inangahua Reserve and Hall Sub-Committees application for a grant to cover the cost of establishing a platform to provide information to the local community and the general public about the Inangahua Township and the wider Buller District.

I believe that this project will create some positive changes for the Inangahua community and visitors to the Buller. The public toilets in Inangahua are very well used, however there is nothing else for people to do while they are taking a break. Having a QR code that sends people to a website will provide a virtual information centre for visitors and locals. People will be able to read about the past, present and future and be encouraged to support the town via a donate button. Any funds raised would be a great assistance to other initiatives of the sub-committee.

Currently the sub-committee is working on the "Inanga Art Project". This will see large scale Whitebait painted all different colours by locals. These will be placed around the town to brighten it up, make people feel proud of their town and give tourists something to look at when they stop or pass on through.

This subcommittee is very proactive to bring about change in their community that ensures Inangahua is a positive and well recognised gateway to the Buller District.

Best Regards

Jamie Cleine

Buller District Mayor

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



OFFICE OF THE MAYOR
Jamie Cleine

1 May 2023

Clark Nelson
Chief Executive Office
Buller Electricity Limited
PO Box 243
Westport 7866

Dear Clark,

Thank you for your letter of 30 March 2023, which was discussed by Councillors at our meeting held 26 April.

Council agrees that the cost-of-living issues facing Buller residents are concerning. Unfortunately the costs arising from statutory obligations of both Buller District Council and West Coast Regional Council coupled with an urgent need for investment to address historic infrastructure underspend as well as Councils own inflationary pressures for goods and services we procure, fall upon the same ratepayers.

We are constantly pointing the affordability issues out when discussing matters with government Ministers. BDC has for the past 4 years used Buller specific economic and demographic information when pitching our investment cases to government. This has been successful in obtaining favourable outcomes in the Infrastructure Acceleration Fund, Tranche 2 flood repairs and operational flood recovery funding (among others), all of which gained significant government investment. I am confident that central government is well aware of the pressure on the community although we do keep reminding them and opposition MP's of the Buller context.

The real costs that both Councils will be charging ratepayers in the coming year are well laid out in the respective Annual Plans which will be finalised by June at the latest. Late this calendar year BDC will begin forming our next Long-Term Plan for 2024-2034 period and this provides rates estimates out 10 years.

Councils planning documents are our best estimate of what will be the work plan and financials to support those, you could rely on these as the basis for any estimates you were preparing. However, there is currently huge political uncertainty that cannot be ignored and would have significant impact depending on the outcomes.

Council's Chief Financial Officer, Douglas Marshall would be the best person to discuss in detail the timing and key factors driving BDC rates, fees and charges. Please make contact if you need to discuss further.

I acknowledge the efforts of yourself and the BEL board in trying to maintain affordability for consumers on your network, and the challenges that the current economic pressures are bringing to bear on that effort.

Best Regards



Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz



OFFICE OF THE MAYOR
Jamie Cleine

1 May 2023

Westport Early Learning Centre
Chairperson, Pip Hateley
48 Pakington Street
Westport 7825

Dear Pip and Board,

Thank you for your recent letter seeking corporate sponsorship. I acknowledge your innovation in pursuing this concept as a funding support for the excellent facilities and services you maintain in Westport.

Unfortunately, BDC does not favour providing this type of direct sponsorship at this time. We do however encourage you to consider applications to our community grants fund. Although these grants are contestable across the District, they are assessed on merit and have supported many great organisations over the years.

The Mayors Task Force for Jobs may be another avenue to explore, especially if you are employing any new staff or training.

Also, I am always happy to provide a letter of support to any other funding applications you are making to external organisations or advocate in support of your organisation if and when required.

Please feel free to make contact to explore any of the options mentioned above, I will ensure you are directed to the appropriate person.

Best Regards

Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz



OFFICE OF THE MAYOR
Jamie Cleine

1 May 2023

Luca Clark
[REDACTED]

Westport 7825

Dear Luca Clark,

Thank you for your letter of 26 April regarding an independent health navigator/advisor for Buller.

I acknowledge that navigating the health system can be confusing especially if patients lack a strong support network from friends or family. I note that the Te Whata Ora website has good information and contact details to assist with the types of situations your letter describes. I have included links below to information on travel subsidies and the social worker services. It is important that health decisions and referrals are made by the appropriate expertise and this likely sits with your GP and Te Whata Ora in the first instance. I'm not aware of any funding available that would fund an additional service to those already provided by the health system.

There is a project underway called Takiwā Poutini that has representation from Councils, Iwi and a number of organisations to rethink primary health for the West Coast.

A quote from their website:

"We're putting our heads together to come up with systems, processes and services which better meet the health and wellness needs of our communities. To address inequities, we need to do things in a different way from the past. The health and wellbeing needs of people in our takiwā (locality) are not the same as those of the people in other parts of Aotearoa. We want to improve the health and wellbeing of our West Coast people, no matter who they are, or where they live on Te Tai o Poutini. Takiwā Poutini gives us all an opportunity to come up with our own solutions that are place-based."

I'm aware that Takiwā Poutini are engaging with communities up and down the West Coast to get public input into developing the first health locality plan due out soon. I've also included a link to their website.

<https://www.takiwapoutini.nz/>

<https://www.wcdhb.health.nz/health-services/social-work/>

<https://www.wcdhb.health.nz/patients-visitors/transport-and-parking/>

I hope you find this information helpful.

Best Regards



Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz



OFFICE OF THE MAYOR
Jamie Cleine

2 May 2023

MBIE Tourism Innovation Fund, Stream 1
Via email: tourisminnovation@mbie.govt.nz

Tēnā koe,

**LETTER OF SUPPORT FOR MLBT'S & KNECT'S JOINT APPLICATION TO MBIE
TOURISM INNOVATION FUND**

Please accept this letter as an indication of my support for the funding application from Mokihinui-Lyell Backcountry Trust (MLBT) in collaboration with the Kawatiri Nature, Environment and Communities Trust (KNECT) to the Ministry of Business, Innovation and Employment's Tourism Innovation Fund (the 'Fund').

I understand co-funding is requested to test and validate a concept that leverages The Old Ghost Road wilderness area, including existing trail and hut infrastructure, market reach, relationships, and reputation to develop and deliver land-scape scale transformational outcomes for our district's economy and natural environment.

The diversification and transformation of our local economy is a recognised strategy of Council to address our district's current unemployment rate (>11%) and the significant challenges that de-carbonisation, climate change policy and finite coal reserves present to our traditional economic drivers such as Stockton coal mine (our district's largest employer).

The MLBT is a community trust that is well known for its ability to deliver outstanding results. The MLBT developed and now operates the Old Ghost Road, one of Aotearoa's 'Great Rides' with a very strong national profile and strengthening international recreational tourism reputation. KNECT was established by 12 Buller Kawatiri locals, comprising scientists, engineers, planners, teachers, and business professionals, with the purpose of enabling positive outcomes for people and nature across the Buller / Kawatiri via the connections it makes, and the work it supports and delivers.

I am in full support of these two community groups and their joint application to MBIE for co-funding to realise strategic and innovative tourism outcomes that may result in transformative benefits across our district.

Ngā mihi nui,

Jamie Cleine, Mayor

Buller District Council

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



OFFICE OF THE MAYOR
Jamie Cleine

9 May 2023

Christine Bickel

Westport 7825

Dear Christine

Thank you for your letter dated 5 May 2023 regarding the old Coal Town building complex. I have referred your letter onto ACEO Rachel Townrow for council staff to provide the information you are requesting and will reply to you once I have received this back.

In the meantime, I am acknowledging your letter and to advise you that we aim to have an answer to you by the week ending 26 May.

Best Regards

Jamie Cleine

Buller District Mayor
Phone 027 423 2629 | Email jamie.cleine@bdc.govt.nz



9 May 2023

To Whom it May Concern

REEFTON POWERHOUSE CHARITABLE TRUST INC – LETTER OF SUPPORT

I am writing in support of the Reefton Powerhouse Charitable Trust's funding application.

The Powerhouse project has been an on-going piece of work with a dedicated group of people working hard to bring this to fruition. Covid has caused some delays in being able to complete the project which has also driven some costs up.

This project will add resilience to Reefton via the ability to produce electricity locally, it also further supports employment and continues to enhance the heritage, tourism and educational opportunities of Reefton.

The Powerhouse group have strong community support and technical expertise to complete this project to a high standard and I am confident it will be an asset to Reefton on its completion.

Yours sincerely

Jamie Cleine
Mayor – Buller District

EC.SUP OTUTUTU

12 May 2023

Kānoa

Regional Economic Development and Investment Unit
 PO Box 1473
WELLINGTON 6140

To Whom it may concern

Letter of Support OTUTUTU | ROUGH RIVER HYDRO ELECTRIC SCHEME

This letter is written in support of the proposed Otututu | Rough River Hydro Electric Scheme located between Reefton and Greymouth.

In February 2022, after extensive engagement, the Te Whanaketanga West Coast Economic Strategy to 2050 (www.tewhanaketanga.nz) was launched. Endorsed by our leadership group, a priority project of the economic strategy is to unlock opportunities in renewable energy investment and job creation on the Coast.

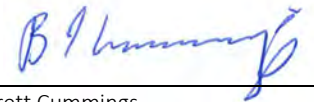
An output of the economic strategy has been the development of the West Coast Renewable Energy Strategy which supports the West Coast's transition to a low emissions economy. The West Coast has a natural advantage for hydroelectricity generation which represents the single biggest opportunity for renewable generation in the medium term. Smaller scale generation projects such the Otututu | Rough River Hydro Scheme have the potential to diversify and strengthen the region's local electricity generation.

As a key leadership group of the West Coast region, we are supportive of projects advancing the opportunities identified within the West Coast Energy Strategy and which promote environmental sustainability and infrastructure developments where the opportunity for direct and indirect economic benefits to the region exist.

Yours faithfully



Renee Rooney
 Chair - Development West Coast



Brett Cummings
 Deputy Chair - West Coast Regional Council



Jamie Cleine
 Mayor - Buller District



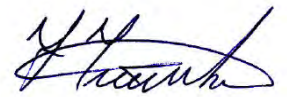
Helen Lash
 Mayor - Westland District



Tania Gibson
 Mayor - Grey District



Paul Madgwick
 Chair - Te Rūnanga o Makaawhio



Francois Tumahai
 Chair - Te Rūnanga o Ngāti Waewae



C/- P O Box 66
 Greymouth 7840
 E. wcmci@dwc.org.nz



OFFICE OF THE MAYOR
TANIA GIBSON

15 May 2023

Hon Damien O'Connor

Parliament Buildings

WELLINGTON

By email: Damien.O'Connor@parliament.govt.nz

Copy to: Hon David Parker, Minister for the Environment, david.parker@parliament.govt.nz

Hon Kieran McAnulty, Minister for Emergency Management, Minister of Local Government,
Kieran.Mcanulty@parliament.govt.nz

Dear Ministers O'Connor, Parker, & McAnulty

I write on behalf of the Mayors of Grey District Council, Buller District Council, Westland District Council and the Chairs of the West Coast Regional Council, Te Rūnanga o Ngāti Waewae, Te Rūnanga o Makaawhio.

Thank you for your time on Thursday 4 May 2023.

As we relayed to you the Te Tai o Poutini Plan (TTPP) is progressing well, with the TTPP now notified and commencing its progression through the hearing stages.

The TTPP Joint Committee is working very well together and is, we believe, an example of how Regions, Districts and Iwi can work together. However, we are a small region and the costs associated with delivery of the Plan have been significant and will continue to grow as we move further through the Resource Management Act process.

The work we have undertaken to date has seen much information gathered that will be useful to Central Government in areas such as hazard identification for emergency management, mapping of indigenous biodiversity to name a few.

We would like to discuss with relevant Ministers (Environment, Emergency Management / Local Government) how we may unlock funding to cover some of the costs associated with the mutually beneficial process.


At our 4 May meeting you indicated your support for this approach and would be able to assist in facilitating where appropriate with such a meeting.

We consider the matter important and would propose members of the TTPP Committee meet face to face with relevant Ministers as a matter of urgency.


We await your response.

Yours faithfully


Jamie Cleine
Mayor - Buller District




Helen Lash
Mayor - Westland District




Tania Gibson
Mayor - Grey District



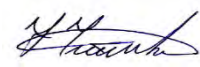
Paul Madgwick
Chair - Te Rūnanga o
Makaawhio



Peter Haddock
Chair – West Coast Regional Council



Francois Tumahai
Chair - Te Rūnanga o
Ngāti Waewae



BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 14

Reviewed by Sean Judd
Acting Chief Executive Officer

VERBAL UPDATES FROM COMMITTEE CHAIRS

1. REPORT SUMMARY

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

2. DRAFT RECOMMENDATION

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

- 1. Inangahua Community Board – Cr L Webb**
- 2. Ngati Waewae Representative – N Tauwhare**
- 3. Regulatory & Hearings Committee – Cr G Neylon**
- 4. Community, Environment & Services Committee – Cr J Howard**
- 5. Te Tai o Poutini Plan – Mayor J Cleine and Cr G Neylon**
- 6. Joint Committee Westport Rating District – Mayor J Cleine, Cr J Howard and Cr C Reidy**
- 7. WC Health Localities Project - Cr G Neylon**
- 8. Regional Transport Committee - Cr T O’Keefe**

BULLER DISTRICT COUNCIL

31 MAY 2023

AGENDA ITEM 15

Prepared by Jamie Cleine
His Worship the Mayor

PUBLIC EXCLUDED

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 LGOIMA
16	Buller District Council Meeting of 26 April 2023	Confirmation of Public Excluded Minutes	(s 7(2)(a)) - protect the privacy of natural persons, including that of deceased persons. (s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
17	Jamie Cleine - His Worship the Mayor	CEO KPI's for 2023 - 2024	(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);

18	Jamie Cleine - His Worship the Mayor	Acting CE Appointment	<p>(s 7(2)(a)) - protect the privacy of natural persons, including that of deceased persons.</p> <p>(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</p> <p>(s 7(2)(b)(ii)) - Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p>
19	Jamie Cleine - His Worship the Mayor	CEO Recruitment	<p>(s 7(2)(i)) - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);</p>