

<p><b>Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.</b></p>	<p>Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.</p> <p>Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)</p> <p>Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.</p> <p>Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.</p>
<p><b>Q13. Which areas would you like to understand more about?</b></p>	<p>not answered</p>
<p><b>Q14. What would be the best way to inform you about waste minimisation and management?</b></p>	<p>Deliver information through a mobile app to your phone</p> <p>Council's social media pages</p> <p>Updates published in the West Coast Messenger</p>
<p><b>Q15. How can we support you in adapting way to reduce, reuse or recycle?</b></p> <p>not answered</p>	
<p><b>Q16. Which policies do you think is the most important to improve waste minimisation and management?</b></p>	<p>A solid waste bylaw to reduce recycling contamination by strengthening enforcement</p>
<p><b>Q17. Which of these schemes would you use?</b></p>	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Electrical product recycling</p> <p>Battery recycling</p> <p>Agrichemicals and their containers</p> <p>Fridges and freezers</p>
<p><b>Q18. What would help or encourage you to take part in these schemes?</b></p> <p>not answered</p>	
<p><b>Q19. What actions are most important to you to keep waste out of landfills.</b></p>	<p>Align services available at transfer stations across the region.</p> <p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best options for construction and demolition material recovery.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p> <p>Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.</p>
<p><b>Q20. What would encourage you to keep more waste out of landfills?</b></p> <p>not answered</p>	

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

not answered

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?**

Absolutely essential

**Q23. Do you have any other district-specific comments? Select the district you are commenting on.**

Buller

**Q24. Comment**

not answered

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

not answered



Respondent No: 14

Login: [REDACTED]

Email: [REDACTED]

Responded At: Nov 30, 2024 09:44:07 am

Last Seen: Nov 30, 2024 09:44:07 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Neither agree nor disagree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area. Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you. Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
- Q13. Which areas would you like to understand more about? Reduce
- Q14. What would be the best way to inform you about waste minimisation and management? Stories and information covered in local newspapers  
Updates published in the West Coast Messenger
- Q15. How can we support you in adapting way to reduce, reuse or recycle?  
Please reopen the Free Shop at the Karamea dump. This was well used both in dropping off items instead of dumping them and finding an unexpected treasure to take home.
- Q16. Which policies do you think is the most important to improve waste minimisation and management? A tourism levy may be implemented in the region

Q17. Which of these schemes would you use?	Electrical product recycling Battery recycling Fridges and freezers
Q18. What would help or encourage you to take part in these schemes?	Making it free to drop them off .
Q19. What actions are most important to you to keep waste out of landfills.	Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.
Q20. What would encourage you to keep more waste out of landfills?	Being able to buy products that do not have excessive packaging
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	Keep the dumps away from where the sea will be in the future. Keep the dumps away from the rivers.
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Not important at all
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller
Q24. Comment	Services need to be specific to each area, so to reduce the amount of moving waste from place to place as much as possible.
Q25. Do you have any feedback on the draft West Coast Regional WMMP?	No



Respondent No: 15

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 03, 2024 10:00:52 am

Last Seen: Dec 03, 2024 10:00:52 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)
  - Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
  - Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.
- Q13. Which areas would you like to understand more about?
- Reduce
  - Reuse
  - Recycle

Q14. What would be the best way to inform you about waste minimisation and management?	Council website Council's social media pages Posters in public spaces (eg notice boards, community centres, recreation centres, schools)
Q15. How can we support you in adapting way to reduce, reuse or recycle?	not answered
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A solid waste bylaw to reduce recycling contamination by strengthening enforcement
Q17. Which of these schemes would you use?	Soft plastic packaging recycling (any soft package wrapping) Electrical product recycling Battery recycling Agrichemicals and their containers Fridges and freezers Farm plastics recycling
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations. Assess the region's best options for construction and demolition material recovery. Assess the region's best organic waste collection and processing option in line with central government's direction. Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Very important
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller

**Q24. Comment**

not answered

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**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

not answered

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Respondent No: 16

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 05, 2024 18:48:50 pm

Last Seen: Dec 05, 2024 18:48:50 pm

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Support product recycling schemes.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
  - Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.
- Q13. Which areas would you like to understand more about? Reuse  
Recycle
- Q14. What would be the best way to inform you about waste minimisation and management? Email newsletters  
Council's social media pages
- Q15. How can we support you in adapting way to reduce, reuse or recycle?  
not answered

Q16. Which policies do you think is the most important to improve waste minimisation and management?	A grant for waste and resource recovery facilities can be developed between Councils
Q17. Which of these schemes would you use?	Soft plastic packaging recycling (any soft package wrapping) Electrical product recycling Battery recycling Fridges and freezers
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	Assess the region's best options for construction and demolition material recovery. Assess the region's best organic waste collection and processing option in line with central government's direction.
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Very important
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	not answered
Q24. Comment	not answered
Q25. Do you have any feedback on the draft West Coast Regional WMMP?	not answered



Respondent No: 17

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 05, 2024 19:28:17 pm

Last Seen: Dec 05, 2024 19:28:17 pm

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.  
Communication and sharing reduce, reuse and recycle activities with the community.  
Support product recycling schemes.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.  
Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.
- Q13. Which areas would you like to understand more about? not answered
- Q14. What would be the best way to inform you about waste minimisation and management?  
Flyers distributed to your letterbox  
Council's social media pages  
Posters in public spaces (eg notice boards, community centres, recreation centres, schools)  
Flyers in cafes, coffee carts and other gathering places  
Radio advertisements and interviews on local radio stations  
Stories and information covered in local newspapers  
Advertisements in community newsletters  
Updates published in the West Coast Messenger

**Q15. How can we support you in adapting way to reduce, reuse or recycle?**

I think I do a very good job with all 3 - I am very proactive and have good systems in place for myself.

**Q16. Which policies do you think is the most important to improve waste minimisation and management?**

A grant for waste and resource recovery facilities can be developed between Councils

**Q17. Which of these schemes would you use?**

Soft plastic packaging recycling (any soft package wrapping)  
Battery recycling

**Q18. What would help or encourage you to take part in these schemes?**

I don't need to be encouraged - I need to be educated in the types of recycling schemes available

**Q19. What actions are most important to you to keep waste out of landfills.**

Align services available at transfer stations across the region.

**Q20. What would encourage you to keep more waste out of landfills?**

I hardly use a rubbish bag as I consider what I buy and how it must be disposed of. I don't take a lot of rubbish to the dump at all. So again I don't feel like I need encouragement. Many towns have recycling sheds where one man's trash can become another man's treasure. I recently went to the one in Christchurch which had a queue outside 20 deep before it opened. I know the op shops in town do take a lot of items but more could be done.

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

Not sure what you mean by this? It is very difficult to predict this? I lived through the Christchurch earthquakes and waste was a big problem - perhaps you need to talk to other councils to make a plan.

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?**

Not important at all

**Q23. Do you have any other district-specific comments? Select the district you are commenting on.**

not answered

**Q24. Comment**

not answered

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

not answered



Respondent No: 18

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 08, 2024 10:15:52 am

Last Seen: Dec 08, 2024 10:15:52 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? not answered
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Communication and sharing reduce, reuse and recycle activities with the community.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
  - Improve the emergency preparedness of the waste infrastructure and services.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
- Q13. Which areas would you like to understand more about? not answered
- Q14. What would be the best way to inform you about waste minimisation and management?
- Posters in public spaces (eg notice boards, community centres, recreation centres, schools)
  - Information enclosed in your rates invoice
  - Stories and information covered in local newspapers
- Q15. How can we support you in adapting way to reduce, reuse or recycle?
- Educate in high schools so future adults know how to make the change with their rubbish choices.

<p><b>Q16. Which policies do you think is the most important to improve waste minimisation and management?</b></p>	<p>A grant for waste and resource recovery facilities can be developed between Councils</p>
<p><b>Q17. Which of these schemes would you use?</b></p>	<p>Soft plastic packaging recycling (any soft package wrapping)            Electrical product recycling            Battery recycling            Fridges and freezers  <b>Other (please specify)</b>            Textile Recycling What it involves: Collection and recycling of clothing, shoes, and household textiles. Why it's valuable: Reduces the growing problem of textile waste in landfills and promotes reusing or repurposing fabrics. E-Waste Recycling Expansion What it involves: A broader scheme for collecting and recycling all types of e-waste, including chargers, cables, and smaller gadgets. Why it's valuable: Helps capture more materials and keeps hazardous components out of landfills. Tyre Recycling (Tyrewise Expansion) What it involves: Supporting and expanding schemes like Tyrewise for easier access to recycling used tyres. Why it's valuable: Reduces environmental hazards caused by tyre stockpiling or improper disposal. Paint Recycling What it involves: Collection and recycling of unused paint and paint containers. Why it's valuable: Prevents chemical contamination and recovers reusable paint for community projects. Mattress Recycling What it involves: Disassembly and recycling of mattresses to recover materials like foam, steel, and fabric. Why it's valuable: Mattresses take up significant landfill space and are often improperly disposed of. Cooking Oil Recycling What it involves: Collecting used cooking oil from households and businesses for recycling into biofuels or other products. Why it's valuable: Reduces blockages in waste systems and promotes sustainable fuel production. Repair Cafes or Fix-It Centres What it involves: Community spaces where people can repair broken items like electronics, appliances, and furniture instead of discarding them. Why it's valuable: Reduces waste generation and fosters community engagement in sustainability. Green waste should be free (Yes I am aware it is free for the next 7 months)</p>
<p><b>Q18. What would help or encourage you to take part in these schemes?</b></p>	<p>collaboration and feeling involved with decisions.</p>
<p><b>Q19. What actions are most important to you to keep waste out of landfills.</b></p>	<p>Align services available at transfer stations across the region.            Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.            Assess the region's best options for construction and demolition material recovery.            Assess the region's best organic waste collection and processing option in line with central government's direction.</p>

**Q20. What would encourage you to keep more waste out of landfills?**

Expanding recycling options for plastics and packaging. Developing solutions for bulky waste like furniture or appliances. Promoting the reuse of salvaged building materials in new projects. Support community programmes like repair cafés, textile recycling, or reusable packaging schemes to reduce waste generation.

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

Ensure that new waste infrastructure projects include disaster-resilient features (e.g., flood-resistant designs, backup power). Plan waste systems to handle fluctuating volumes, including disaster-related surges.

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?**

Of average importance

**Q23. Do you have any other district-specific comments? Select the district you are commenting on.**

not answered

**Q24. Comment**

not answered

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

Strengthening our waste infrastructure and services for emergencies is important, but the cost must be carefully managed. Rates are already too high, and any new initiatives must prioritise affordability and efficiency. The Council also needs to address its employment and retention rates, as constant staff turnover is creating inefficiencies and increasing costs for ratepayers. Furthermore, the decision to stop supporting the local paper, which holds you accountable on these issues, does not reflect well on your commitment to transparency.



Respondent No: 19

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 09, 2024 11:48:23 am

Last Seen: Dec 09, 2024 11:48:23 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
  - Improve the emergency preparedness of the waste infrastructure and services.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)
  - Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.

Q13. Which areas would you like to understand more about?	Reduce Reuse Recycle
Q14. What would be the best way to inform you about waste minimisation and management?	Council website Posters in public spaces (eg notice boards, community centres, recreation centres, schools) Flyers in cafes, coffee carts and other gathering places Information enclosed in your rates invoice Radio advertisements and interviews on local radio stations Advertisements in community newsletters Updates published in the West Coast Messenger
Q15. How can we support you in adapting way to reduce, reuse or recycle?	not answered
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A grant for waste and resource recovery facilities can be developed between Councils
Q17. Which of these schemes would you use?	Soft plastic packaging recycling (any soft package wrapping) Electrical product recycling Battery recycling
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	Align services available at transfer stations across the region. Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations. Assess the region's best options for construction and demolition material recovery. Assess the region's best organic waste collection and processing option in line with central government's direction. Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered

Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region? Very important

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Q23. Do you have any other district-specific comments? Select the district you are commenting on. Buller

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Q24. Comment  
not answered

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Q25. Do you have any feedback on the draft West Coast Regional WMMP?  
not answered

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Respondent No: 20

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 10, 2024 06:48:56 am

Last Seen: Dec 10, 2024 06:48:56 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Strongly agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Communication and sharing reduce, reuse and recycle activities with the community.  
Support product recycling schemes.  
Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.
- Q13. Which areas would you like to understand more about? Reduce
- Q14. What would be the best way to inform you about waste minimisation and management?
- Email newsletters  
Information enclosed in your rates invoice  
Radio advertisements and interviews on local radio stations  
Advertisements in community newsletters
- Q15. How can we support you in adapting way to reduce, reuse or recycle?
- Put pressure on supermarkets and food producers so they use environment friendly packaging

Q16. Which policies do you think is the most important to improve waste minimisation and management?	A grant for waste and resource recovery facilities can be developed between Councils
Q17. Which of these schemes would you use?	Soft plastic packaging recycling (any soft package wrapping)
Q18. What would help or encourage you to take part in these schemes?	
Kerbside pick up	
Q19. What actions are most important to you to keep waste out of landfills.	Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.
Q20. What would encourage you to keep more waste out of landfills?	
Environment friendly packaging . Pressure on businesses to make goods that last longer	
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	
Education of the masses	
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Very important
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller
Q24. Comment	
Abysmal currently .many Kiwis are totally disrespectful to the environment- change needs to happen in the individuals - it will be the next generation - early childhood education and primary school focus - these guys are our future!! You can't take away fee rubbish dumping and automatically expect people to be responsible with their waste as had happened in the past in the buller. Making people pay for services does not automatically make them value them as people have different philosophies regarding money	
Q25. Do you have any feedback on the draft West Coast Regional WMMP?	
Something needs to change - the heart of the matter is the individual- incentives rather than punishments - competitions that encourage individuals and families to reduce their household wastes - same for businesses .. change some of the stupid laws regarding damaged good s from supermarkets- we have starving people even in buller -' there's no such thing as waste just stuff in the wrong place' - there is a Melbourne musical group who have some inspiring songs and videos about this - could be used as part of a campaign - music is very catchy - schools , eces, radio etc	



Respondent No: 21

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 10, 2024 11:34:27 am

Last Seen: Dec 10, 2024 11:34:27 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? Yes through a remote option
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.  
Communication and sharing reduce, reuse and recycle activities with the community.  
Support product recycling schemes.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.  
Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.  
Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
- Q13. Which areas would you like to understand more about? Reuse

Q14. What would be the best way to inform you about waste minimisation and management?	<p>Council website</p> <p>Posters in public spaces (eg notice boards, community centres, recreation centres, schools)</p> <p>Flyers in cafes, coffee carts and other gathering places</p> <p>Information enclosed in your rates invoice</p> <p>Information displayed at Council's customer service centres</p> <p>Radio advertisements and interviews on local radio stations</p> <p>Stories and information covered in local newspapers</p> <p>Advertisements in community newsletters</p>
Q15. How can we support you in adapting way to reduce, reuse or recycle?	<p>I think communicating at the level that the average West Coaster can understand is very important. Obviously we have a long way to go concerning contamination. We need endearing, humourous cartoons, particularly animated cartoons on local community group Facebook pages. Perhaps adopt a particular character (like that policeman and his dog ages ago) that has one theme say, each month (maybe a muppet?), with a cycle of 12 months, to promote different aspects of recycling, reducing etc. This is maybe something that central govt could get involved in, sourcing cartoonists and a think tank to produce cartoons which will engage with the large, obstructive, dissenting, sector of our society (not that I'm saying any dissent is bad but there is a sector that eschews progress of any kind unless it is dopamine-orientated), which is the sector likeliest to contaminate recycling. Communicating rubbish education needs to be at a level where mates will talk to one another and be agreeable with what they are seeing and hearing about the rubbish message.</p>
Q16. Which policies do you think is the most important to improve waste minimisation and management?	not answered
Q17. Which of these schemes would you use?	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Electrical product recycling</p> <p>Battery recycling</p> <p>Fridges and freezers</p> <p><b>Other (please specify)</b></p> <p>A re-use shop at the transfer station in Westport. Tyre recycling</p>
Q18. What would help or encourage you to take part in these schemes?	Information in newspapers, posters/ flyers in appropriate places
Q19. What actions are most important to you to keep waste out of landfills.	<p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best options for construction and demolition material recovery.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p>

**Q20. What would encourage you to keep more waste out of landfills?**

On the one hand we have a council wanting to reduce waste, on the other that same council promotes retail and spending. The message of re-use, recycle and reduce needs to start from the conception of goods and products. In order to reduce waste our whole outlook as a society needs to change. Nappies make up the bulk of waste but 30 years ago that was not the case. Why not promote re-usable nappies? Normalizing the everyday use of disposable nappies is egregious. At one time the homemaker used basic ingredients to make meals, and preserved at home, now, particularly with 2 adults in a household working, processed foods along with their packaging, are normal. Until we destress our way of living we will continue to increase rubbish, a consequence of the promotion of spending.

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

After the 2021/2022 Buller floods I was astounded at the insurance-linked rubbish - valuable handcrafted wooden or steel furniture thrown out when it could easily have been just washed. An important policy needs to be that if anything can be saved from a natural disaster then it should be regardless of whether an insurance company would pay out on it or not. I think the Westport transfer station is fairly well set up now. It is a pleasure to see how it has evolved for the better in recent years.

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?** Of little importance

**Q23. Do you have any other district-specific comments? Select the district you are commenting on.** Buller

**Q24. Comment**

Regional landfill: I understood the process involved in excluding Caroline Terrace as a landfill option. Transferring to Nelson has worked a lot better than I expected. I do think local landfills are better than 1 regional landfill as a regional landfill will increase truck frequency on our winding coastal highways and increase the possibility of rubbish escape from trucks. Taking organic waste out of the waste stream will be of immense benefit and I think that is the priority. I think all other think big ideas on waste should be held in check until the benefits of removing the organic waste are established; in which case a clearer way ahead will be seen. I consider it really important to promote the use of re-usable nappies; disposable nappies are not really organic waste due to the plastic involved. I am pleased to see the re-adoption of affordable drop-off of green waste, this will hopefully decrease the spread of unwanted weeds in the landscape, particularly in our estuaries and riversides. I do think Buller needs to have free domestic oil and paint drop-off which will mostly prevent it being disposed of inappropriately, and soft plastic recycling. We desperately need a re-use shop at our transfer station. Introducing separate e-waste and tyre recycling is great, so long overdue but finally better late than never. I was one of a number of people/ groups who tried to get recycling happening in the Buller for so many years, but each time we tried we got shot down. It is that very same attitude from authority that hindered adoption of recycling that is now prevalent with contamination of recycling; look to the past of local authority attitudes to find the solution to recycling contamination now. So, so pleased that the tide has turned, so many years too late

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

In general I agree with the assessment. Very important point 1: we do not want a Waste-to-Energy plant anywhere on the West Coast and the WC regional WMMP needs to state that emphatically. Tonkin and Taylor Waste Assessment P55 I agree that there is a need to increase education on recycling for industry waste, but firstly there needs to be recycling options available. p56 Farmers burning their waste is not acceptable, there needs to be education leaflets on this sent to farmers. It doesn't matter where anything is burnt, the air is ubiquitous and air contaminants affect everything everywhere. P59 I agree with the lists of challenges and opportunities. i want to know what the medical officer of health says (appendix G)

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Respondent No: 22

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 12, 2024 11:20:36 am

Last Seen: Dec 12, 2024 11:20:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? not answered
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)
- Q13. Which areas would you like to understand more about? Reuse
- Q14. What would be the best way to inform you about waste minimisation and management? Deliver information through a mobile app to your phone  
Council's social media pages

**Q15. How can we support you in adapting way to reduce, reuse or recycle?**

Personally I do not require any support. It would be great to see Council leading/ supporting/ collaborating with innovative recycling/ reuse product manufactures to establish sustainable projects in the district.

**Q16. Which policies do you think is the most important to improve waste minimisation and management?**

A solid waste bylaw to reduce recycling contamination by strengthening enforcement

**Q17. Which of these schemes would you use?**

Soft plastic packaging recycling (any soft package wrapping)  
Battery recycling

**Q18. What would help or encourage you to take part in these schemes?**

I am passionate and motivated without any external encouragement. Thanks for the offer.

**Q19. What actions are most important to you to keep waste out of landfills.**

Assess the region's best options for construction and demolition material recovery.  
Assess the region's best organic waste collection and processing option in line with central government's direction.

**Q20. What would encourage you to keep more waste out of landfills?**

soft plastic recycling

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

I am no expert, possibly research and emulate what other most environmentally friendly regions/countries are doing ?

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?**

Of little importance

**Q23. Do you have any other district-specific comments? Select the district you are commenting on.**

not answered

**Q24. Comment**

not answered

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

not answered



Respondent No: 23

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 13, 2024 06:21:50 am

Last Seen: Dec 13, 2024 06:21:50 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
  - Improve the emergency preparedness of the waste infrastructure and services.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
  - Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.

Q13. Which areas would you like to understand more about?	Reduce Reuse Recycle
Q14. What would be the best way to inform you about waste minimisation and management?	Deliver information through a mobile app to your phone Council's social media pages Council's YouTube channel Information enclosed in your rates invoice Updates published in the West Coast Messenger
Q15. How can we support you in adapting way to reduce, reuse or recycle?	not answered
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A tourism levy may be implemented in the region
Q17. Which of these schemes would you use?	Soft plastic packaging recycling (any soft package wrapping) Electrical product recycling Battery recycling Agrichemicals and their containers Fridges and freezers Farm plastics recycling
Q18. What would help or encourage you to take part in these schemes?	Free drop off
Q19. What actions are most important to you to keep waste out of landfills.	Align services available at transfer stations across the region. Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations. Assess the region's best options for construction and demolition material recovery. Assess the region's best organic waste collection and processing option in line with central government's direction. Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.
Q20. What would encourage you to keep more waste out of landfills?	Ease of been able to dispose of it safely
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered

Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region? Absolutely essential

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Q23. Do you have any other district-specific comments? Select the district you are commenting on. Buller

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Q24. Comment  
not answered

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Q25. Do you have any feedback on the draft West Coast Regional WMMP?  
not answered

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Respondent No: 24

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 18, 2024 16:00:23 pm

Last Seen: Dec 18, 2024 16:00:23 pm

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? Yes in person
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
- Q13. Which areas would you like to understand more about? Reduce
- Q14. What would be the best way to inform you about waste minimisation and management?
- In-person events in your community (e.g. community meetings, drop-in sessions)
  - Flyers distributed to your letterbox
  - Posters in public spaces (eg notice boards, community centres, recreation centres, schools)

**Q15. How can we support you in adapting way to reduce, reuse or recycle?**

Work with supermarkets to offer packaging free items where shoppers bring their own containers, and to remove packaging plastic around foods. eg meat doesn't need a plastic tray when it's already wrapped in plastic Provide re-use shops at all transfer stations & dumps.

**Q16. Which policies do you think is the most important to improve waste minimisation and management?**

A grant for waste and resource recovery facilities can be developed between Councils

**Q17. Which of these schemes would you use?**

Electrical product recycling  
Battery recycling  
Fridges and freezers

**Q18. What would help or encourage you to take part in these schemes?**

Accessibility - eg in a shop like Mitre 10 (great plant pot and light bulb recycling point at the moment) Low charges. A flyer or poster or information sheet showing how the recycling schemes work and what is don with the end product. If the end product of a recycling scheme is something that will itself breakdown into microplastics and spread them far and wide I do not support it. An example is turning soft plastic into fence posts. This just distributes plastic into the countryside - far better to avoid soft plastics - by getting the bread companies, for instance to use something else - this is where the real effort should be - not rearranging the deck chairs on the Titanic by "recycling" plastic into something that spreads microplastic further into the environment.

**Q19. What actions are most important to you to keep waste out of landfills.**

Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.  
Assess the region's best options for construction and demolition material recovery.  
Assess the region's best organic waste collection and processing option in line with central government's direction.  
Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.

**Q20. What would encourage you to keep more waste out of landfills?**

A more comprehensive repurposing system run at transfer stations, to the level of repairing items for resale. A rebate on my rates to have a smaller recycling bin. I only put out my recycling bin every few months. I use all my green and organic waste on my property. I have very little household waste, a little building waste, so I visit the dump with a car only every few months. Anything else I can do to reduce this waste I'll gladly do.

**Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?**

Localised facilities - in a natural disaster it will be impossible to travel the coast roads so one big regional landfill will not work.

**Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?**

Of average importance

Q23. Do you have any other district-specific comments? Select the district you are commenting on.

Buller

Q24. Comment

not answered

Q25. Do you have any feedback on the draft West Coast Regional WMMP?

I wholly support the focus on moving to a circular system, away from the linear consumption model. However, the first step in all this is to ask if we need it at all. There needs to be huge emphasis on the first step "REFUSE". Making it easy for people needs to be a focus eg a coastwide scheme of reusable cups accepted at every west coast coffee outlet, to support moving to a coastwide ban on takeaway coffee cups, for example I would like to see much more ambitious targets eg Reducing the amount of waste by 10% per person by 10% by 2030 seems very unambitious when places like Tauranga reduced waste to landfill by 50% in the first year after introducing an organic collection. Likewise the vision....."behaviour is changing" seems limp and unspecific compared with something like "80% of people have reduced their waste by 50%" Likewise the various comments on working with groups - this should be well embedded by now, it was in the 2018 plan and connectedness is essential.



Respondent No: 25

Login: [REDACTED]

Email: [REDACTED]

Responded At: Dec 20, 2024 12:56:48 pm

Last Seen: Jan 22, 2025 19:20:20 pm

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Strongly agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)
  - Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
- Q13. Which areas would you like to understand more about? Reduce  
Reuse

Q14. What would be the best way to inform you about waste minimisation and management?	<p>Email newsletters</p> <p>Deliver information through a mobile app to your phone</p> <p>Council's YouTube channel</p> <p>Information enclosed in your rates invoice</p>
Q15. How can we support you in adapting way to reduce, reuse or recycle?	not answered
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A solid waste bylaw to reduce recycling contamination by strengthening enforcement
Q17. Which of these schemes would you use?	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Electrical product recycling</p> <p>Battery recycling</p> <p>Fridges and freezers</p>
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	<p>Align services available at transfer stations across the region.</p> <p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best options for construction and demolition material recovery.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p>
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Of average importance
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	not answered
Q24. Comment	not answered

Q25. Do you have any feedback on the draft West Coast Regional WMMP?

not answered

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Respondent No: 26

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jan 17, 2025 12:02:32 pm

Last Seen: Jan 26, 2025 09:55:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? not answered
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
- Q13. Which areas would you like to understand more about? not answered
- Q14. What would be the best way to inform you about waste minimisation and management? not answered
- Q15. How can we support you in adapting way to reduce, reuse or recycle?  
not answered

Q16. Which policies do you think is the most important to improve waste minimisation and management? not answered

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Q17. Which of these schemes would you use? not answered

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Q18. What would help or encourage you to take part in these schemes?  
not answered

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Q19. What actions are most important to you to keep waste out of landfills. not answered

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Q20. What would encourage you to keep more waste out of landfills?  
not answered

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Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?  
not answered

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Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region? not answered

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Q23. Do you have any other district-specific comments? Select the district you are commenting on. not answered

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Q24. Comment  
not answered

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Q25. Do you have any feedback on the draft West Coast Regional WMMP?  
not answered

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Respondent No: 27

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jan 17, 2025 12:38:24 pm

Last Seen: Jan 26, 2025 09:55:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Neither agree nor disagree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Communication and sharing reduce, reuse and recycle activities with the community.
  - Development of policy to support and enforce better waste management and minimisation.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.
  - Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
- Q13. Which areas would you like to understand more about? not answered

Q14. What would be the best way to inform you about waste minimisation and management?	<p>Flyers distributed to your letterbox</p> <p>Information enclosed in your rates invoice</p> <p>Information displayed at Council's customer service centres</p> <p>Advertisements in community newsletters</p>
Q15. How can we support you in adapting way to reduce, reuse or recycle?	not answered
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A solid waste bylaw to reduce recycling contamination by strengthening enforcement
Q17. Which of these schemes would you use?	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Electrical product recycling</p> <p>Fridges and freezers</p> <p>Farm plastics recycling</p>
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	<p>Align services available at transfer stations across the region.</p> <p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best options for construction and demolition material recovery.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p> <p>Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.</p>
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Not important at all
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	not answered

**Q24. Comment**

not answered

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**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

not answered

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Respondent No: 28

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jan 17, 2025 12:41:15 pm

Last Seen: Jan 26, 2025 09:55:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? Yes in person
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? No
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? not answered
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area. not answered
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you. not answered
- Q13. Which areas would you like to understand more about? not answered
- Q14. What would be the best way to inform you about waste minimisation and management? Stories and information covered in local newspapers
- Q15. How can we support you in adapting way to reduce, reuse or recycle?  
not answered
- Q16. Which policies do you think is the most important to improve waste minimisation and management? not answered

Q17. Which of these schemes would you use?	not answered
Q18. What would help or encourage you to take part in these schemes?	not answered
Q19. What actions are most important to you to keep waste out of landfills.	<p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p> <p>None of the above</p>
Q20. What would encourage you to keep more waste out of landfills?	not answered
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Of average importance
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller
Q24. Comment	not answered
Q25. Do you have any feedback on the draft West Coast Regional WMMP?	not answered



Respondent No: 29

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jan 17, 2025 12:57:04 pm

Last Seen: Jan 26, 2025 09:55:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? No
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Agree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Development of policy to support and enforce better waste management and minimisation.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
  - Improve the emergency preparedness of the waste infrastructure and services.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
- Q13. Which areas would you like to understand more about?
- Reduce
  - Reuse
  - Recycle

Q14. What would be the best way to inform you about waste minimisation and management?	<p>In-person events in your community (e.g community meetings, drop-in sessions)</p> <p>Email newsletters</p> <p>Posters in public spaces (eg notice boards, community centres, recreation centres, schools)</p> <p>Stories and information covered in local newspapers</p> <p>Advertisements in community newsletters</p>
Q15. How can we support you in adapting way to reduce, reuse or recycle?	Clear, simple, pictorial info on what can be recycled.
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A tourism levy may be implemented in the region
Q17. Which of these schemes would you use?	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Electrical product recycling</p> <p>Battery recycling</p> <p>Agrichemicals and their containers</p> <p>Fridges and freezers</p>
Q18. What would help or encourage you to take part in these schemes?	Ease of access to places/sites.
Q19. What actions are most important to you to keep waste out of landfills.	<p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.</p>
Q20. What would encourage you to keep more waste out of landfills?	Better, more informed recycling options.
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	Assess options for demolition material. Container based temp options ready to deploy to country towns.
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Very important
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller
Q24. Comment	Stop backyard burning by using a bylaw. It's got worse and is a health hazard.

**Q25. Do you have any feedback on the draft West Coast Regional WMMP?**

Good that you're exploring better options for reduce, reuse recycle.

---



Respondent No: 30

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jan 17, 2025 13:02:40 pm

Last Seen: Jan 26, 2025 09:55:36 am

IP Address: [REDACTED]

- Q1. Name [REDACTED]
- Q2. Organisation (if applicable) [REDACTED]
- Q3. Postal address [REDACTED]
- Q4. Town [REDACTED]
- Q5. Postcode [REDACTED]
- Q6. Phone [REDACTED]
- Q7. Email [REDACTED]
- Q8. Do you wish to speak in support of your submission at your council's hearing? Yes in person
- Q9. Have you read the Statement of Proposal for the draft West Coast Regional WMMP? Yes
- Q10. Do you agree with the proposed vision for the Waste Management and Minimisation Plan? Neither agree nor disagree
- Q11. Which areas do you think Council should prioritise? Please select all that apply. Please read our Statement of Proposal for a detailed description of the actions in each focus area.
- Creation of partnerships to work with others to improve waste management.
  - Support product recycling schemes.
  - Making diversion of waste easy to minimise the amount of rubbish going to landfill.
- Q12. There are several actions to work with others to improve waste management on the West Coast. Please select those actions that are the most important to you.
- Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.
  - Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.
- Q13. Which areas would you like to understand more about?
- Reduce
  - Reuse
  - Recycle

Q14. What would be the best way to inform you about waste minimisation and management?	<p>Council website</p> <p>Email newsletters</p> <p>Council's social media pages</p> <p>Posters in public spaces (eg notice boards, community centres, recreation centres, schools)</p> <p><b>Other (please specify)</b></p> <p>All of the above are valuable.</p>
Q15. How can we support you in adapting way to reduce, reuse or recycle?	Examine a universal approach to waste and its use.
Q16. Which policies do you think is the most important to improve waste minimisation and management?	A solid waste bylaw to reduce recycling contamination by strengthening enforcement
Q17. Which of these schemes would you use?	<p>Soft plastic packaging recycling (any soft package wrapping)</p> <p>Agrichemicals and their containers</p> <p>Farm plastics recycling</p>
Q18. What would help or encourage you to take part in these schemes?	Given space in which to operate.
Q19. What actions are most important to you to keep waste out of landfills.	<p>Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.</p> <p>Assess the region's best options for construction and demolition material recovery.</p> <p>Assess the region's best organic waste collection and processing option in line with central government's direction.</p>
Q20. What would encourage you to keep more waste out of landfills?	Process it as a valuable resource.
Q21. How can we strengthen our waste infrastructure and services on the West Coast to be more resilient in an emergency or disaster?	not answered
Q22. How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?	Not important at all
Q23. Do you have any other district-specific comments? Select the district you are commenting on.	Buller
Q24. Comment	View waste management on regional basis with local execution.

Q25. Do you have any feedback on the draft West Coast Regional WMMP?

No.

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**BULLER**  
DISTRICT COUNCIL  
Te Kaunihera O Kawatiri

# Waste Management and Minimisation Plan 2024- 2030 Consultation Report

Document status: **Final**  
Version: **V1.0**  
Date: **10 February 2025**  
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[letstalk.bullerdc.govt.nz](https://letstalk.bullerdc.govt.nz)

# Draft West Coast Waste Management and Minimisation Plan 2024-2030 Consultation Report

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The views expressed in this report are those of the respondents and do not necessarily reflect the position of the Buller District Council.

Respondents have self-selected to participate. Self-selecting respondents may have characteristics and opinions inconsistent with the general population.

The views expressed from the sample size are not statistically representative of the population in the Buller District.

## 1. Introduction

This report summarises the consultation results on the Draft West Coast Waste Management and Minimisation Plan 2024-2030 (WMMP). This survey was conducted primarily through Let's talk Buller from Monday, 18 November to Friday, 20 December 2025

The WMMP draft was created in partnership with the three West Coast Councils: Buller, Grey, and Westland District Council. Each Council consulted with its region independently, using the same consultation documents. This report reflects the submissions made to the Buller District Council from members of the Buller community.

The purpose of the consultation was to gather public feedback on the Draft West Coast Regional Waste Management and Minimisation Plan. A total of 30 submissions were received, 25 of which came through Let's talk Buller, and five were received in hard copy.

## 2. Background

The existing West Coast Regional Waste Management and Minimisation Plan (WMMP) was adopted in 2018 by the three District Councils on the West Coast. Continuing this approach, Buller, Grey and Westland District Councils have decided to proceed with a regional WMMP.

In preparation for the WMMP review, the three Councils undertook a West Coast Regional Waste Assessment 2024. This assessment describes the current situation regarding waste management in the region. Buller District Council adopted the Regional Waste Assessment at their August 2024 meeting.

In line with the Waste Minimisation Act 2008, the Medical Officer of Health was consulted and invited to provide feedback on the West Coast Regional Waste Assessment in 2024. The draft West Coast Regional Waste Minimisation and Management Plan 2024-2030 was prepared based on input from the Medical Officer of Health and guidance from Councillors and Council staff.

Buller District Council, Westland District Council, and Grey District Council have partnered to develop a new Regional West Coast Waste Management and Minimisation Plan 2024-2030 (WMMP). This plan identifies regional opportunities for waste management, develops waste infrastructure on a regional level, and boosts economies of scale.

The West Coast community from Karamea to Haast were invited to share their thought on where to focus our energy to improve waste management and minimisation on the West Coast to inform the final plan. All three District Councils will individually hold hearings for the submitters in their district.

Each Council will consider the community's feedback and, if required, make any changes to the draft WMMP. The changes will be collated and integrated into the final Waste Management and Minimisation Plan (WMMP), which will be adopted by all three Councils.

### 3. Legal obligations

Council is required to adopt a waste management and minimisation plan under the Waste Minimisation Act 2008 (WMA). This plan must be reviewed every six years and may be amended or revoked with the replacement of a substitute plan at the discretion of Council.

The WMA gives territory authorities the responsibility to promote efficient and effective waste management and minimisation plans.

This Act outlines what must be included in a waste management and minimisation plan. Including objectives, methods and how the implementation of the plan is to be funded.

The Local Government Act 2002 requires a special consultative procedure that includes the following:

1. Prepare and adopt a Statement of Proposal (SoP).
2. Make the SoP publicly available.
3. Inform the public how the community can present their views to Council.
4. Consult for at least one calendar month from the date the statement is issued on the draft plan.
5. Provide an opportunity for those who wish to present their views to Council.
6. Adopt the final WMMP.

Each of the three district councils has individually consulted on the draft WMMP and endorsed the draft WMMP 2024 for consultation.

### 4. Key findings

A total of 30 submissions were received, 25 of which came through Let's talk Buller, and five were received in hard copy. Twenty seven of the submitters indicated they read the Statement of Proposal.

The consultation reached 300 people and achieved an engagement rate<sup>1</sup> of 10.8% (25). The submissions have provided Council with useful information regarding possible priorities for waste management and minimisation in Buller.

The findings indicate that the submitters are aware of many current issues surrounding waste management and minimisation. Key findings are summarised below:

- Sixty-five per cent of the submitters agreed with the proposed vision of the Regional Waste Minimisation and Management Plan.
- Respondents think that the focus areas Council should prioritise are:
  - Making diversion of waste easy
  - Support product recycling schemes
  - Communication and sharing of reduce, reuse and recycling activities.

<sup>1</sup> The engagement rate is the percentage of visitors who contributed to a project.

- Regarding the best channels to inform residents about waste management, submitters preferred to receive information from direct channels, like email newsletters and information enclosed in their rates. Social media posts, posters in public spaces, and articles in local and regional newspapers are also favoured ways to communicate.
- Respondents mentioned that education and information should be prioritised by Council in supporting residents to adopt ways to reduce, reuse and recycle. In particular, the submitters desire more education and communication regarding waste minimisation from Council.
- Regarding the development of policies, 46% of respondents think that a waste and resource recovery grant is the most important policy to improve waste minimisation.
- Submitters selected soft plastic packaging recycling, battery recycling, electrical products and refrigerants as the product stewardship schemes that they would use the most. (Battery recycling, electrical product recycling, and refrigerant recovery have already been implemented in the district). Several of the responses (5) said that more knowledge about the schemes and making them free would encourage residents to participate in the programmes (all the schemes are free of charge for users).
- It was mentioned in the qualitative questions that the Council should work directly with industries that create products and packaging that end up in landfills, so households are not responsible for disposing of packaging such as soft plastic. Therefore, submitters expressed an interest in Buller residents having access to soft plastic recycling.
- Submitters' preferred approach to keep waste out of landfills was to investigate alternatives to manage waste streams that contribute large volumes to landfills, such as organic waste. Recycling Recovery Schemes were also chosen as one of the most encouraging ways to keep waste out of landfill. Submitters expressed that they would like Council's waste facilities to have a reuse shop that diverts products from landfill.
- With regards to the importance of establishing a regional landfill that could serve the entire region, 51% of the respondents consider it to be either essential and/or very important, whereas 48% of the respondents consider it of little importance and/or not important at all.
- Several submitters (7) mentioned that establishing resilient landfills and waste facilities is an important factor for emergency preparedness, including keeping "dumps" away from sea and rivers.

#### 4.1. What do these findings indicate for Buller?

These findings indicate that the community is aware of many of the current issues regarding waste management practices. They also suggest a necessary course of action for more support through the provision of collection and processing solutions, resources, and/or education to achieve improved outcomes.

According to the key outcomes, the waste management areas that Buller District Council should prioritise are:

- **Investigation and implementation of alternative options for diverting waste from landfills**, including organic and garden waste, C&D and other waste streams that occupy more volume in landfills.
- **Implementation and support of the Recycling Stewardship Programme**, including further promotion and knowledge of the free-of-charge schemes already in place in the district as listed below:
  - The Refrigerants Recovery Program has been in place since 2020 in partnership with Buller Electricity and Smart Environmental.
  - Small Batteries Recovery in place since 2021 in partnership with Mitre 10
  - Electrical Waste Recovery in place since 2021 in partnership with TechCollect and Smart Environmental.
  - The agrochemicals and containers recycling programme has been in place since 2022 in partnership with AgRecovery and Smart Environmental.
  - Polystyrene Recycling Programme in place since 2023 in partnership with EXPOL and Mitre 10.
  - Tyres Recycling Programme in place since 2024 in partnership with Tyrewise and Smart Environmental.
  - The Soft Plastic Recycling Scheme Programme is in discussions to be implemented.
- **Educating and communicating about waste management through multiple channels**, focusing on targeted options such as emails, newsletters, and information enclosed in rates.
- **Considering the option of setting up a waste community grant** to support community projects that promote waste reduction and minimisation.

## 5. Consultation design

The consultation was structured using themes such as reduce, reuse, and recycle throughout the questions. Each question gave respondents an opportunity to express which areas within these key elements were most important to them.

Questions within those themes included specific components of the draft plan, such as organic waste, recycling initiatives, tourism waste, recovery facilities and other important components outlined in the draft WMMP to generate direct involvement from respondents on the importance of the WMMP items.

The consultation was designed to gather as much information as possible in relation to the draft WMMP, and community education and attitudes towards recycling. One question specifically asked respondents what would most encourage them to recycle. This question

was designed to give insight into education and communication tools that can be implemented within Buller.

The submission form included eleven closed-ended questions<sup>2</sup> and six open-ended questions<sup>3</sup>. The open-ended questions enabled me to understand participant's motives and surface factors that would support behaviour change.

There was an opportunity to provide additional commentary on anything related to the WMMP at the end of the submission form. This provided respondents with a space for any comments that were not asked in any of the questions.

## 6. Consultation communication methodology

The WMMP's communication strategy to reach the Buller community used a mixed-method approach. This strategy was used to inform the community about the draft plan and encourage consultation participation.

- The submission form was available online through Let's Talk Buller and through hard/paper copies at various Council and Smart Environmental facilities in the Buller District.
- The consultation was promoted in a number of ways, including a media release, social media posts, a feature on Council's website, email, flyers and radio advertisement. External stakeholders and interested parties were directly emailed, and print advertisements were utilised in both local publications and the Connect newsletter, as well as printed posters around the district.
- Consultation documents and submission forms were available in print at Council's offices in Westport, the Reefton Visitor and Service Centre, the Sue Thomson Casey Memorial Library in Westport, the Karamea Information Centre and the Ngakawau Information Centre.

All promotions directed people to Let's Talk Buller, which was utilised to inform the community on a purpose-based platform, which was a gateway to more detailed background information.

## 7. Consultation reach

The Let's talk page received 300 total visits<sup>4</sup> during the consultation period. This resulted in 231 aware visitors, 100 informed visitors, and 25 engaged visitors, resulting in an engagement rate of 10.8%.<sup>5</sup> The traffic to the page tapered off toward the end of the consultation.

<sup>2</sup> A closed-ended question is any question for which a researcher provides research participants with options from which to choose a response. There are many types of closed-ended survey questions, such as multiple-choice questions, ranking survey questions, drop down surveys, or single-choice questions.

<sup>3</sup> Open-ended questions do not have predefined answers. Respondents can answer any way they wish, providing insight that may not be gathered from a closed-ended question.

<sup>4</sup> **Visits:** the number of unique visits by a browser. Each **Visit** creates a new session which lasts until there have been 30 minutes of inactivity. Visits from admins who have logged in are not counted.

<sup>5</sup> An **aware visitor** has made at least one visit to your site or project. An **informed visitor** has clicked on something. An **engaged visitor** has contributed to a project using the tools provided.

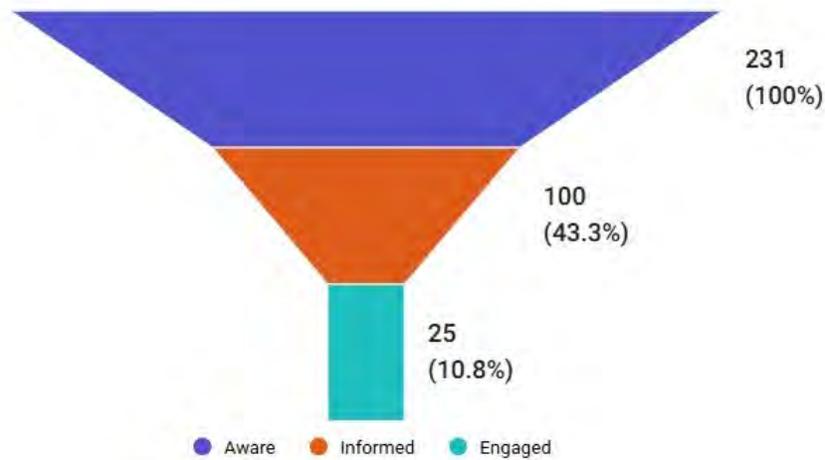


Figure 1: Engagement funnel WMMP consultation on Let’s talk Buller 18 November – 20 December

Key channels to the page was through direct gateways like clicking on a link (164 of aware visits), followed by social (78 of aware visits) and referrals (20 of aware visits). Social created with 10 (12.8%) the biggest share of engaged visits.

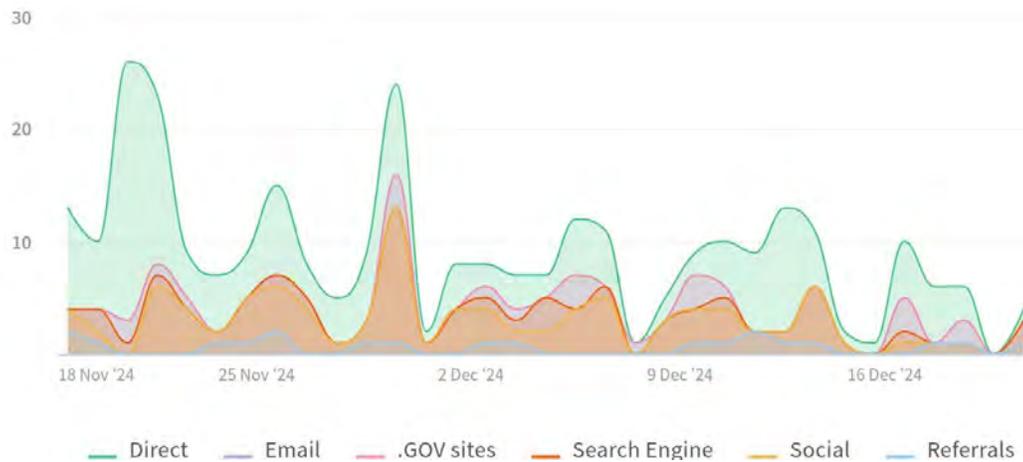


Figure 2: Visits by channel Let’s talk Buller 18 November – 20 December 2024

## 8. Data analysis methodology

Quantitative and qualitative data were collected to provide meaningful insights into the topic.

Quantitative and qualitative data are complementary since numerical data only includes information about the ‘what’. Qualitative data captures the deeper ‘why’, which reveals underlying reasons for the ‘what’ like behaviours, beliefs, values, habits or constraints. Surfacing the ‘why’ enables the researcher to draw meaningful conclusions to inform actions and recommendations.

Both data types are essential and work hand-in-hand to capture what is happening and dive deeper into underlying reasons.

### 8.1. Quantitative analysis

The quantitative analysis of the numerical data from closed questions involved identifying patterns, trends, and relationships between variables through mathematical calculations and statistical tests. The quantitative data analysis turns individual data sets into meaningful insights to drive informed decisions.

The quantitative data analysis was done through the analytical functions embedded in Buller District Council's community engagement platform Let's talk Buller.

### 8.2. Qualitative analysis

The qualitative analysis of responses from open-ended questions and written feedback was analysed using a thematic analysis approach.

This approach is rooted in the systematic framework introduced by Braun and Clarke in 2006, and it offers a structured method for identifying, analysing, and interpreting patterns of meaning within data.

The following outlines the specific phases of this methodology:

1. **Familiarisation with the data:** Analysts immersed themselves in the data through repeated reading to understand its content deeply.
2. **Generating initial codes:** A systematic coding process was executed across the entire dataset. This foundational step organised the data into distinct segments, labelling them to reflect critical insights.
3. **Searching for themes:** Initial codes were subsequently grouped into potential overarching themes and subthemes, providing broader patterns of meaning.
4. **Reviewing themes:** The themes were refined to ensure their relevance to the coded extracts and the broader dataset. Themes with substantial supporting data or which were more diverse were reconsidered.
5. **Defining and naming themes:** Each theme was meticulously refined to encapsulate its core, with further deliberation on potential sub-themes.
6. **Identifying frequency:** Tables illustrating the frequency of themes and subthemes have been included to demonstrate the significance of each theme. The tables focus on the critical themes revealed from the analysis.

It should be noted that not all percentages are shown to add up to 100 per cent. This is due to rounding or allowing multiple selections.

## 9. Data analysis

### 9.1. Vision

Sixty five percent of the submitters indicated they agree with the proposed vision "By 2030, our enabling systems are working well, and our behaviour is changing."

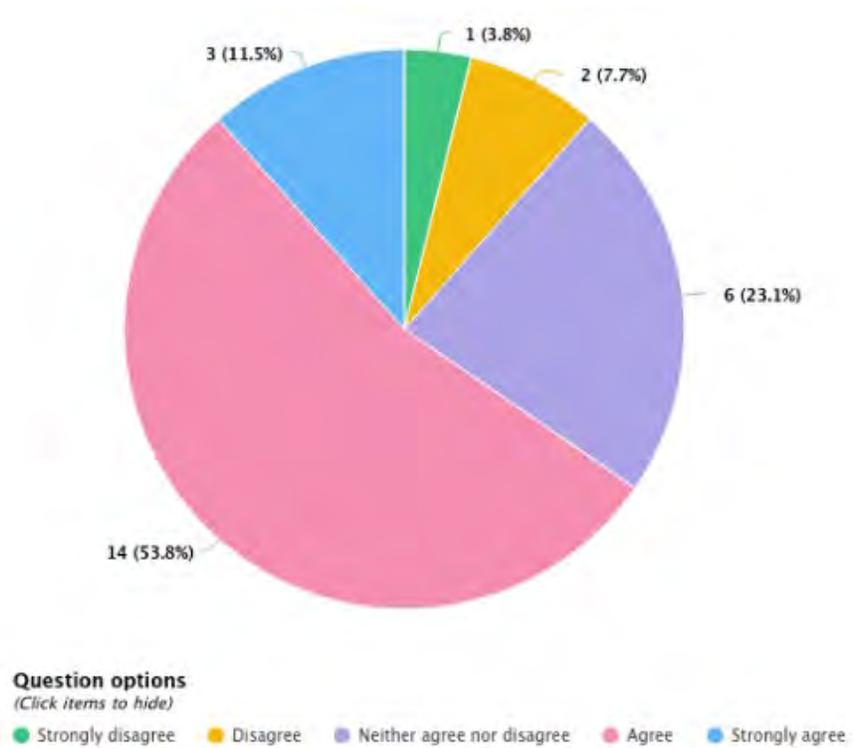


Figure 3 Do you agree with the proposed vision for the Waste Management and Minimisation Plan?

## 9.2. Our focus areas

The top three focus areas selected by respondents were making the diversion of waste easy to minimise the amount of rubbish going to landfill (22), supporting product recycling schemes (21), communication and sharing reduce, reuse and recycle activities with the community (20), and creation of partnerships to work with others to improve waste management. People could select multiple options to answer this question.

What areas do you think your Council should prioritise? Select all apply	
Creation of partnerships to work with others to improve waste management.	19
Communication and sharing reduce, reuse and recycle activities with the community.	20
Develop a policy to support and enforce better waste management and minimisation.	13
Support product recycling schemes.	21
Making diversion of waste easy to minimise the amount of rubbish going to landfill.	22
Improve the emergency preparedness of the waste infrastructure and services.	7

Table 1: Question 11

### 9.3. Creation of partnerships

“Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions” was the top chosen action (19) by submitters to work with others to improve waste management on the West Coast. This was closely followed by “Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.” It was selected 18 times. Submitters were asked to choose those actions that were most important to them.

<b>Q12 There are several actions that can be taken to work with others to improve waste management on the West Coast. Select all apply</b>	
Advocate and facilitate sector groups (e.g. construction, agricultural, mining, dairy, tourism) to discuss problems and explore solutions.	19
Utilise resources outside the region and connect with other regional sector groups (e.g. Tradie Breakfast)	10
Collaborate with central government, local government, and non-government organisations to assess solutions to reduce contamination and explore opportunities to improve waste management.	18
Investigate and facilitate regional collaboration with iwi, industry, businesses, and community groups by utilising already established activities, e.g., virtual/in-person networking events, etc.	13

Table 2: Question 12

### 9.4. Communication and sharing information about reduce, reuse or recycle activities

When asked what areas they would like to understand more about, reuse was selected 15 times, reuse 13 times, and recycle 10 times.

In regards to communication channels to be informed about waste minimisation and management, submitters chose direct channels like Email newsletters and information enclosed in your rates invoice most frequently (each 13 times). This was followed by broader, less targeted channels like the Council's social media pages and stories and information covered in local newspapers.

<b>Q14 (What would be the best way to inform you about waste minimisation and management?) Select all apply</b>	
In-person events in your community (e.g. community meetings, drop-in sessions)	4
Council website	7
Email newsletters	13
Deliver information through a mobile app to your phone	7
Flyers distributed to your letterbox	5
Council's social media pages	10

Council's YouTube channel	4
Posters in public spaces (e.g. notice boards, community centres, recreation centres, schools)	10
Flyers in cafes, coffee carts and other gathering places	6
The information enclosed in your rates invoice	13
Information displayed at Council's customer service centres	4
Radio advertisements and interviews on local radio stations	5
Stories and information covered in local newspapers	10
Advertisements in community newsletters	8
Updates published in the West Coast Messenger	9
Other (please specify)	1

Table 3: Question 14

When asked how Council could support residents in adapting ways to reduce, reuse, or recycle, the top three themes were education (mentioned 6 times), followed by the Community Reuse Shop, Industry Initiative Partnerships, and Communication with an equal frequency of 4. The sentiment of the responses was evenly split 50/50, neutral and positive.

*"Introduce a shop at the refuse centre to resale swap useful goods so that they do not go to the the dump." (Submitter response)*

*"Show me how my recycling is being handled and what happens to it once it goes into the recycling bin. I often feel complacent because I have a belief that the majority of my recycling doesn't actually get reused and ends up in a landfill. It would also be helpful to understand the role local councils have in reducing my waste. I see that responsibility more as belonging to product manufacturers who create the packaging around the products I purchase.." (Submitter response)*

### 9.5. Development of policies

45.8% of submitters selected a policy that would enable a grant for waste and resource recovery facilities to be developed between Councils as the policy that is most important to them. A regional tourism levy to be implemented received 29.2%, and A solid waste bylaw to reduce recycling contamination by strengthening enforcement obtained 25%.

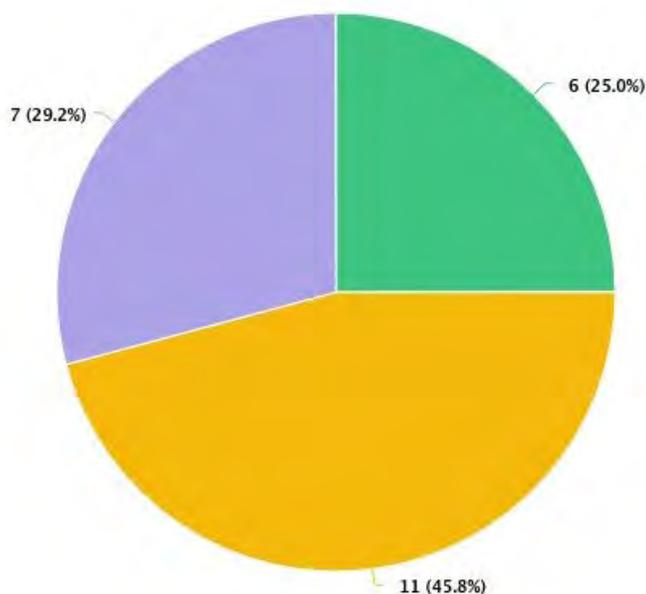


Figure 4 Which policy do you think is the most important to improve waste management and minimisation?

## 9.6. Product stewardship schemes

Soft plastic was the most frequently selected product stewardship scheme (24) asking respondents what schemes they would use. The four schemes that are already available: battery recycling, electrical product recycling, fridges and freezer return schemes and Agrichemicals and their containers were voted second, third, fourth and fifth.

Which of these schemes would you use? Select all apply	
Soft plastic packaging recycling (any soft package wrapping)	24
Electrical product recycling	22
Battery recycling	23
Agrichemicals and their containers	10
Fridges and freezers	21
Farm plastics recycling	7
Other (please specify)	5

Table 4: Question 17

Submitters most frequently highlighted that education, free-of-charge schemes, and accessible facilities would encourage them to use the schemes. 42.9% of the responses were positive, and 38.1% were neutral.

*“Providing the services in central areas, not only at the transfer station or recycling centres.” (Submitters response)*

*“Information in newspapers, posters/ flyers in appropriate places.” (Submitters response)*

### 9.7. Making diversion of waste from landfills easy

Submitters favourite proactive approaches to keep waste out of landfills, selecting the investigation of alternative options to manage waste streams most frequently. This matches the second most often chosen option to assess organic waste collection and processing.

<b>What actions are most important to you to keep waste out of landfills.). Select all apply</b>	
Align services available at transfer stations across the region.	13
Investigate alternative options to manage waste streams/materials that take up most volume in the region's landfills and transfer stations.	29
Assess the region's best options for construction and demolition material recovery.	16
Assess the region's best organic waste collection and processing option in line with the central government's direction.	22
Investigate the volumes and impacts of waste from tourism to develop options for how to manage waste from tourism.	9
None of the above	2

Table 5: Question 19

Recovery schemes were mentioned most as an encouraging factor to keep waste out of landfills, such as Opp -Shop, repair cafes, textile recycling schemes, and soft plastics) Industry Initiative Partnerships ranked second, highlighting the submitter's desire to reduce waste at the source.

*"A more comprehensive repurposing system run at transfer stations, to the level of repairing items for resale." (Submitters responses)*

*"More interest from product producers in creating a complete product lifecycle. Enforced by legislation." (Submitter response)*

Other encouraging factors mentioned were Community Reuse Shop, Free of charge, Organic waste diversion, Rubbish bins, Waste to energy, support community groups, safe disposal, education, reuse and easy to use. 66.7% of the responses had a positive sentiment.

### 9.8. Emergency preparedness

Asked how important you think it is to explore the feasibility of establishing a regional landfill that could service the entire region, Not important at all (24.1%), Absolutely essential (27.6%), and Very important (24.1%), each claimed approx. ¼ of the responses. Combined, 51.7% of the submitters assigned this a high importance. 6.9% assigned it little importance, and 17.2% rated it of average importance.

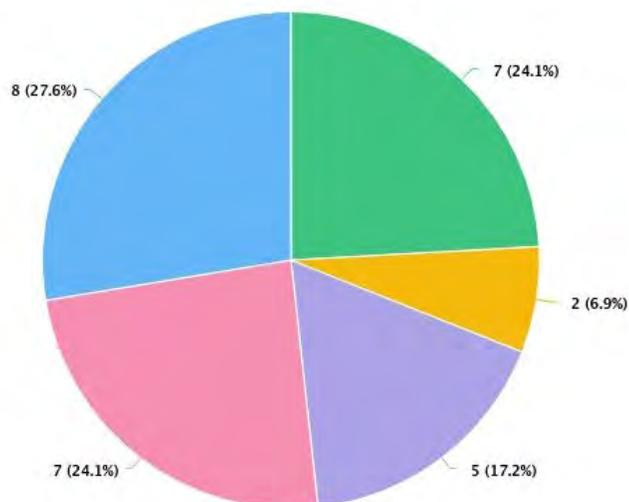


Figure 5: How important do you think is it to explore the feasibility of establishing a regional landfill that could service the entire region?

Establishing resilient landfills and facilities was mentioned most frequently (7 times) as an option to establishing resilient landfills and facilities.

*“Keep the dumps away from where the sea will be in the future. Keep the dumps away from the rivers.” (Submitter response)*

Developing a Waste Management Disaster Plan was mentioned equally often to a local landfill (each 3 times). Other suggestions included Home-based options, recovery facilities, localised solutions, community input, waste to energy, local rubbish processing, more research, material recovery after disaster and construction and demolition facilities.

## 9.9. General comments

Asked for district-specific comments a broad spectrum of suggestions were received with local rubbish processing and a Community Reuse Shop leading.

*“Open some form of recycled goods shop as seen in other regions, this would add another stream of recycling, as well as add revenue. It would also show the public that there is an active and creative interest in the process.” (Submitter response)*

Submitters also mentioned Simple recycling rules, fortnightly rubbish pick-ups, financial incentives, local glass processing, localised solutions, education, youth engagement, local landfills, free of charge, Industry Initiative Partnership, bylaws and organic waste collection.

Asked for any other feedback on the draft plan themes emerging in previous open-ended questions re-emerged, with education and communication coming through strongest.

*“Communication and education are key.” (Submitter response)*

The frequency of themes across all six open-ended questions reinforces the importance of education and communication to submitters. It also highlights respondents' desire for recovery schemes, industry initiatives and a community reuse shop.

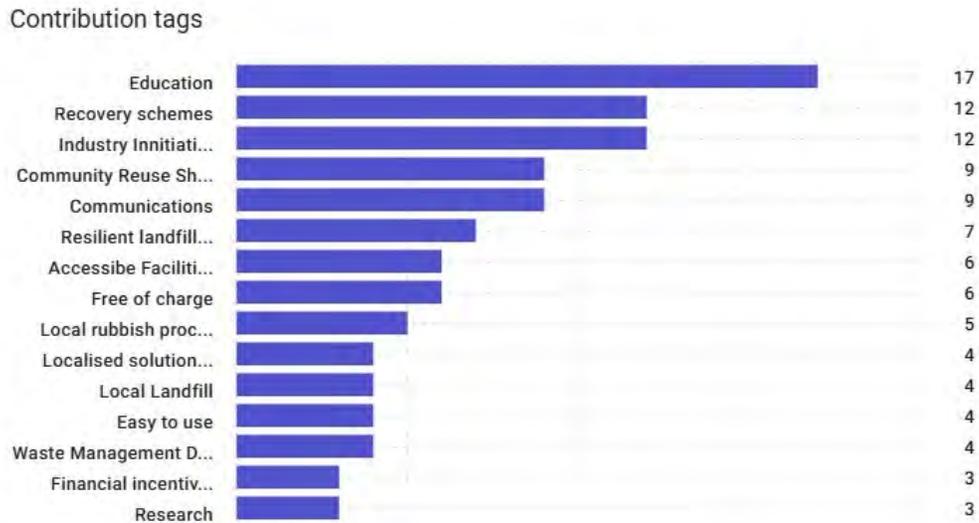


Figure 6: Frequency of themes across all six open-ended questions

**BULLER DISTRICT COUNCIL**

**26 MARCH 2025**

**AGENDA ITEM: 6**

**Prepared by** Bronwyn Little  
Policy Advisor

**Reviewed by** Krissy Trigg  
Group Manager Community Services

**Public Excluded:** No

**FORMER REEFTON SERVICE CENTRE – S.40 PUBLIC WORKS ACT 1981 AND S. 182 RESOURCE MANAGEMENT ACT 1991**

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**1 EXECUTIVE SUMMARY**

In July 2024 Council resolved to dispose of the former Reefton Service Centre on the open market subject to legal advice.

2 Legal advice received noted that S 40 Public Works Act 1981 (PWA1981) required Council to offer to sell the property to the person from whom it was acquired or to the successor of that person unless any of the exceptions set out in sections 40(2) and (4) of the Act apply.

3 Due to the liquidation of the company from whom the land was originally acquired and the de-registering of that company, it is considered that an exemption under S.40(2)(a) does exist.

4 It is recommended that Council resolve that the exemption is applied and instruct the Chief Executive Officer to proceed with the disposal of the property.

5 In addition, the site is designated 'Reefton Service Centre' in the Buller District Plan. This designation should now be removed under the provisions of S. 182 of the Resource Management Act 1991 (RMA1991).

6 **DRAFT RECOMMENDATION**

**That Council:**

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

7 **ISSUES & DISCUSSION**

8 **BACKGROUND**

Council Decision July 2024:

In July 2024, after consideration of the Inangahua Community Board's recommendations, Council resolved as follows:

**RESOLVED** That the Council:

1. Notes the recommendations of the Inangahua Community Board (9 July 2024) as follows:

- dispose of the former Reefton Service Centre property on the open market subject to legal advice; and
- use the funds from the sale as investment into the senior housing portfolio in the Inangahua Ward.

**Cr A Pfahlert / Cr G Weston**

**10/10**

**CARRIED UNANIMOUSLY**

2. Resolves that the former Reefton Service Centre (building and associated land sections 178-179 Town of Reefton NL 8B/1024) be:

- a. disposed of on the open market, subject to legal advice; or
- ~~b. leased at a commercial rate; or~~
- ~~c. leased for a community use at a commercial rental amount; or~~
- ~~d. leased for a community use at a peppercorn rental amount.~~

**Cr T O'Keefe / Deputy Mayor A Basher**

**10/10**

**CARRIED UNANIMOUSLY**

3. Resolves that if the property is to be disposed of on the open market, then the proceeds of any sale are used to fund:

- a. Development of the Senior Housing portfolio within the Inangahua Ward; and/or
- ~~b. Upgrading Council owned Community facilities within the Inangahua Ward~~

**Mayor J Cleine / Cr R Sampson**

**10/10**

**CARRIED UNANIMOUSLY**

9 In accordance with the above decision, legal advice was sought in particular related to the requirements of S.40 of the Public Works Act 1981 (the Act).

10 History of ownership:

At the start of 1969 the property was held in two titles, being 1A/828 and 1A/829, both owned by a company called T.A. Dellaca Limited. By notice in the Gazette (1969, page 902) both parcels were taken by the Crown for a public work, namely a post office, as from 19 May 1969. The land was held by the Crown for the

purposes of a post office subject to the Act. In 1988 a new certificate of title was issued for both parcels of land and the Crown transferred the property to New Zealand Post Limited, a state-owned enterprise. On 14 August 1989, the property was transferred to Inangahua County Council for the sum of \$88,000.00. On 1 November 1989, the Inangahua County Council was dissolved, and all property of the County Council was vested in Buller District Council.

- 11 As set out above, there have been a series of public owners of the land since the purchase from T.A. Dellaca Limited, namely the Crown, New Zealand Post Limited and Inangahua County Council (now Buller District Council). The Crown therefore took the property for a public work in 1969 and since then it has been held by successive public bodies for public works purposes.
- 12 S. 40 Public Works Act 1981 offer back provisions:  
As the land was acquired and used for a public work, S.40 PWA1981 applies if the land is no longer required for a public work and it is proposed to sell the land. Under S. 40, the Council is required to offer to sell the property to the person from whom it was acquired or to the successor of that person unless any of the exceptions set out in sections 40(2) and 40(4) PWA1981 apply.
- 13 There are two exceptions under section 40(2) PWA1981, which apply if the Council considers it is:
  - a. Impracticable, unreasonable or unfair to offer the land back; or
  - b. There has been a significant change in the character of the land for the purposes of, or in connection with, the public work for which it was acquired or is held.
- 14 There is a further exception in section 40(4), which applies if the Council believes on reasonable grounds that because of the size, shape or situation of the land it could not expect to sell the land to any person who did not own land adjacent to the land to be sold.
- 15 Legal advice concluded that it would not, on the face of it, be unreasonable or impracticable to offer back the two parcels and therefore the exceptions in section 40(2)(a) or section 40(4) did not apply.
- 16 The next question to be answered was to whom the offer to sell back the property should be made. T A Dellaca Limited changed its name to TAD Holdings Limited in 1995 and then to Peel Holdings Limited in 1997. Peel Holdings Ltd was removed from the companies register on 11 December 2004 and placed into liquidation.
- 17 Moving forward with Public Works Act 1981 matters:  
Even though Peel Holdings Limited was placed in liquidation and removed from the companies register, a Court of Appeal case in 2020 (Aztek Ltd v Attorney-General [2020] NZCA 249) makes it clear that council cannot rely on the liquidation of the company to say it is impracticable to make an offer back to the company.

- 18 Accordingly, and in line with legal advice, Council staff contacted KPMG as the liquidators of the company to seek information of the likelihood of them wishing to restore Peel Holdings Limited to the companies register so that the company could consider an offer to sell them back the land. KPMG duly responded and advised that there is no reason to restore the company to the Company Register.
- 19 As a result, this provides the Council with grounds to resolve that it is impracticable to offer to sell the property to the person from whom it was acquired.
- 20 Section 182 Resource Management Act 1991/ Buller District Plan matters:  
Under the Operative Buller District Plan the property is designated under the RMA1991 as 'Reefton Service Centre – Council Offices'. To remove a designation from a district plan, the "requiring authority" (the entity that originally designated the land) must formally notify the territorial authority (council) that they no longer need the designation, and the council will then amend the district plan to remove it. This process is outlined in Section 182 RMA1991.
- 21 Notice is given to the territorial authority using Form 23 of the Resource Management Forms Fees and Procedure Regulations 2003. The requiring authority must also notify:
- anyone the requiring authority thinks is likely to be affected by the removal of the designation
  - anyone the requiring authority knows is the owner or occupier of land the designation relates to.
- 22 The designation is then removed from the district plan.
- 23 Buller District Council is both the requiring authority and the territorial authority in this matter. Subsection 182(4) RMA1991 contemplates this scenario and allows for section 182 to apply with all necessary modifications to a notice by a territorial authority to withdraw its own designation within its own district. As the requiring authority, Council should therefore resolve that the designation is no longer required and have the Chief Executive Officer formally notify the Council, as the territorial authority represented by the Regulatory Group, of this decision.
- 24 Council is the current owner of the property and has one existing tenant in the building being the BNZ who have a lease for the ATM machine in the building. Council should advise the BNZ of the decision to remove the designation and the surrounding property owners if required.
- 25 It should be noted that the designation has not been included in the proposed Te Tai o Poutini Plan as Council has already made a submission to the draft plan on this matter. Council could therefore leave the designation in place until Te Tai o

Poutini Plan is operative. This may however influence the attractiveness of the property for prospective buyers and the operative date for the plan is not known.

26 **OPTIONS**

27 **Option 1 – Status Quo**

No action taken regarding either the S.40 PWA1981 matters or the designation in the Buller District Plan.

28 **Advantages**

As Council has made the decision to dispose of the property there are no advantages to this option

29 **Disadvantages**

30 Sale of the property cannot legally be advanced.

31 **Option 2**

Resolve that it is impracticable to offer to sell the property to the person from whom it was acquired under S.40(2)(a) PWA1981 and notify the Council, as territorial authority, that the designation on the property should be removed under the S.182 RMA1991 along with any other parties identified under S.182 (1) (b) and/or (c) RMA1991.

32 **Advantages**

- Sale of the property can proceed.
- Council decision to dispose of the property can move forward.

33 **Disadvantages**

Council has resolved to dispose of the property and therefore there are no disadvantages.

34 **PREFERRED OPTION**

Option 2 is the preferred option as this course of action allows for the disposal of the property in accordance with Council's previous resolution within the provisions of both the PWA1981 and the RMA1991.

35 **NEXT STEPS**

Council resolves at this meeting that it is impracticable to offer to sell the property to the company it was acquired from and that the designation over the property should be removed.

36 Council staff continue with the process of disposing of the property in accordance with the above.

37 **CONSIDERATIONS**

38 **Strategic Impact**

The rationalisation of council property to ensure it is managed and utilised responsibly and for the benefit of the community is aligned to the Council's policy and direction. 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.'*

39 And one of the Activity Contributions for the 'Property' Activity is:

*'Ensuring land and property owned, vested and managed by the Council is rationalised and utilised responsibly, and for the benefit of the Buller community.'*

40 **Significance Assessment**

This report is assessed as being low significance.

41 **Risk Management Implications / Opportunities**

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

42 **Engagement – external:**

There has been no need to engage externally on this aspect of the disposal of the property.

43 **Engagement – internal:**

There has been no need to engage externally on this aspect of the disposal of the property.

44 **Legal:**

These two matters need to be resolved to ensure the Council fulfils its legal obligations prior to the disposal of the property and to enable the property to be sold unencumbered by the current designation on the property.

45 **Policy & Legislative Considerations**

Refer to Background for details.

46 **Māori Impact Statement**

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

47 **Financial Considerations**

Staff input is managed from within existing budgets and staff workloads. Any additional work undertaken by specialist consultants (e.g. surveyors) is also managed from within existing budgets.

48 **Communication Internal / External**

There has been media interest in the future of the former Reefton Service Centre recently – any future media enquiries will be managed appropriately by the Community Engagement Team.

## BULLER DISTRICT COUNCIL

26 MARCH 2025

AGENDA ITEM: 7

**Prepared by** Bronwyn Little  
Senior Policy Analyst

**Reviewed by** Simon Bastion  
Group Manager Regulatory Services

**Attachments** 1. Selecting and appointing district licensing committees - A guide for councils (Health Promotion – Health New Zealand 2023)

**Public Excluded:** No

### APPOINTMENT OF NEW MEMBERS TO THE DISTRICT LICENSING COMMITTEE LIST

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- 1 **EXECUTIVE SUMMARY**  
District Licensing Committees (DLCs) are established under the Sale and Supply of Alcohol Act 2012 (the Act) and administered by councils.
- 2 Council is responsible for establishing and maintaining a list of DLC members by selecting and appointing at least three members in total to the DLC including a chairperson.
- 3 Currently the DLC list for Buller has no current members except for the chairperson due to the resignation of Mr. Terry Archer in 2024 and the expiration of Phil Rutherford's five-year term in October 2024 along with Robyn Nahr recently withdrawing from the list.
- 4 It is recommended that Council maintain a list of four members (excluding the chairperson) to provide cover for absences and bring a wider breadth of knowledge and experience to the DLC, two of which would be appointed at this meeting and two from the community.
- 5 This report requests the appointment of two councillors to the DLC and approval to undertake a recruitment process to seek applications for new members from the community following the process outlined in best practice guidelines.

## 6 DRAFT RECOMMENDATION

**That Council:**

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

## 7 ISSUES & DISCUSSION

### 8 District Licensing Committees

Anyone wanting to sell and supply alcohol to the public in New Zealand must apply to their local council for a licence. The DLC is a committee of Council which is selected to consider applications. When an application is received, the DLC considers the application, agency reports, evidence and submissions presented to it against the criteria in the Act and any relevant case law, evaluates the evidence, determines facts, forms opinions and draws conclusions to make its decision. DLCs are established under the Act and administered by councils.

- 9 Within their local areas, DLCs decide applications for:
- new and renewal applications for on-, off- and club licences
  - special licences
  - new and renewal applications for manager's certificates
  - opposed acting or temporary appointments of managers
  - variation of licence conditions
  - temporary authorities and temporary licences
  - orders to vary, revoke, suspend or cancel a special licence.
- 10 The chair of the DLC can be either an elected member of the council or a commissioner appointed by the chief executive, on the recommendation of the council. Councils must establish, maintain and publish a list of people approved to be members of that council's DLC. Councils can establish a combined list with one or more territorial authorities.
- 11 Each DLC has a minimum quorum of three members to make decisions on applications, made up of two from the Council's list and one member as the Chairperson. There are exceptions to the quorum when no objections are received to the various applications and in these matters the quorum is one member which must be the Chairperson, so the Chairperson can consider and decide those applications on their own. Hearings are required for applications with objections and the quorum of three is then required for a decision to be made.
- 12 **District Licensing Committee Members**  
DLC members must have 'experience relevant to alcohol licensing matters' (s 192(2) of the Act). Members can be elected councillors or people from the community. The appointment of Councillors are usually made at the beginning of each Council triennium. The appointment of members of the public are made after a selection and appointment process, often following a public recruitment process. All members are included on the list for a fixed term of up to five years and can be reappointed for one or more periods of up to five years. The chair of the DLC can either be an elected member or a commissioner appointed by the Council. The other members on the list can be made up of:
- only community members: or
  - elected members and community members; or
  - only elected members.
- 13 The Act sets out the requirements for list members and also sets out those people who cannot be list members.
- 14 List members:
- must have experience relevant to alcohol licensing matters.
  - must not have involvement, or appearance of involvement, with the alcohol industry to the extent that there would be a bias or appearance of bias; and
  - may not be a police officer, Medical Officer of Health, licensing inspector, or employee of a territorial authority.

- 15 Health Promotion – Health New Zealand, in association with Taituarā and LGNZ, has developed a guide to selecting and appointing DLCs which is attached as **Attachment 1**. This guide sets out best practice for the appointment of new members and commissioners.  
<https://resources.alcohol.org.nz/resources-research/alcohol-resources/research-and-publications/selecting-and-appointing-district-licensing-committees>
- 16 **Buller District Council DLC**  
The Buller District Council (BDC) DLC was established in line with new legislation in 2013. Councillor Neylon was appointed as Chairperson and a recruitment process was undertaken to fill the member positions. Through that process community members were appointed to the list. Over time individual councillors have also been appointed to the DLC for limited time periods and community-based list members have resigned. Appointments of councillors are usually made at the beginning of each triennium although they can be made by Council resolution during a council term. The term for each councillor appointment is five years and continues even if the appointee is not re-elected.
- 17 Councillor Neylon has been re-appointed as chairperson throughout that time, including the period he was not a councillor when he was appointed as an independent commissioner. In October 2019 Councillor Hill was appointed to the DLC alongside former Councillor Phil Rutherford. Phil Rutherford served on a number of hearings panels in that time. When Councillor Hill resigned from Council in early 2022 former Councillor Robyn Nahr was appointed to the DLC but was not required to attend any hearings.
- 18 Recently a non-councillor member (Terry Archer) resigned. Phil Rutherford was appointed in October 2019 and his 5-year term on the DLC therefore expired in October 2024. Robyn Nahr was contacted in person to discuss her membership and has subsequently advised in writing that she does not wish to remain on the DLC list of members. Therefore, only the Chairperson remains on the DLC (as he was re-appointed at the beginning of this triennium). Council staff have made contact with Mr Rutherford who has advised he does not wish to be re-appointed to the DLC. Council may wish to send Mr. Rutherford a letter of thanks for his service on the DLC.
- 19 Applications under the Sale and Supply of Alcohol Act 2012 to the Buller DLC are set out below for the past 3 years. During that time objections to only two applications were received and hearings required. Most decisions were therefore made by the Chairperson alone as provided for in the Act. Table 1 shows all the applications and hearing from 2022 to 2024.

20 Table 1

	Special Licence	New Managers	Renewal Managers	On Licence Renewal	On Licence New	Temporary Authority ON Licence	Off Licence Renewal	Off Licence New	Temporary Authority OFF Licence	Club Renewal	Club New	Total	Hearings
2024	77	52	68	15	6	8	3	2	2	5	0	161	2
2023	57	36	46	8	4	3	8	1	1	0	1	165	0
2022	38	32	57	11	5	3	7	2	2	0	1	158	0

21 **OPTIONS**

22 **Option 1 – Status Quo**

Continue with the Chair only.

23 **Advantages**

No advantages.

24 **Disadvantages**

- Does not meet legislative requirements
- Hearings will not be able to be undertaken.

25 **Option 2 – Appoint additional councillors as members**

Council could appoint two (or more) councillors as members of the DLC at this council meeting. Expressions of interest from councillors for these positions could be called for at this meeting.

26 **Advantages**

- Quick solution to immediate problem with quorum numbers.
- Existing knowledge of legislation, decision making and meeting processes.

27 **Disadvantages**

- No open recruitment process.
- Suitably qualified community candidates not given an opportunity to apply.
- Existing workload for councillors over the coming months is expected to be considerable with Long Term Plan and Water Done Well processes underway.
- May create a perception of bias in appointments by Council.
- Councillors who do not stand again or are not re-elected may be reluctant to stay on the DLC

28 **Option 3 – Undertake a community recruitment process for two or three new members**

This process would involve:

- a. Preparing a 'job description' for the role (examples from other councils are available).
- b. Calling for expressions of interest from the community.
- c. Advertising on BDC website, Facebook page and in the Connect publication.
- d. Establishment of a DLC Appointment Panel comprising of, for example, the Mayor, Councillor Neylon (as the current Chair), the Chief Executive Officer and Group Manager Regulatory Services (or similar).
- e. Considering and interviewing applicants (if required).
- f. Recommending preferred applicants to Council for a final decision.
- g. Appointing new members to the DLC for a term of 5 years (made by Council resolution).

29 **Advantages**

- Allows for a robust and open process.
- Provides a larger pool of possible qualified members.
- May identify members with a wider range of skills and experiences.
- Members would reflect the community or parts of it in ways councillors may not be able to do e.g. representing ethnic groups not currently present within Council.
- Ensures positions are covered through two election cycles to provide consistency by allowing members to be appointed for 5 years.

30 **Disadvantages**

- Time and resources required to undertake recruitment.
- Councillors with experience in legislation, decision making and meeting processes not utilised.
- Number of community members who may be interested and/or qualified is unknown.
- If no one suitable applies the problem of quorum numbers remains and no hearings can be undertaken.

31 **Option 4 – Combination of options 2 and 3**

Appoint at least two councillors at this meeting (selected by way of expressions of interest) and move forward with the community recruitment process for two community members as soon as practicable.

32 **Advantages**

- Solves the immediate problem of quorum numbers should an application hearing be required even if no suitable community members make applications
- Provides a mix of councillor and community experience/representation on the DLC

- Allows for a robust and open process.
- Provides a larger pool of possible qualified members.
- May identify community members with a wider range of skills and experiences.
- Members would reflect the community or parts of it in ways councillors may not be able to do, e.g. representing ethnic groups not currently present within Council.
- Ensures positions are covered through two election cycles (if appointed councillors not be re-elected and resign from the DLC) to provide consistency by allowing community members to be appointed for 5 years.

33 **Disadvantages**

- Existing workload for councillors in coming months.
- Time and resource of recruitment process with unknown number of applicants and outcome.

34 **PREFERRED OPTION**

Option 4 is the preferred option for membership of the DLC as it solves the current significant problem of insufficient quorum numbers while still allowing for recruitment of suitable members from the wider community.

35 **NEXT STEPS**

1. Council appoints two members of the DLC at this meeting.
2. Council instructs the Chief Executive Officer to proceed with a community recruitment process taking into account the matters set out in the guidance document.
3. Council appoints the Mayor and Councillor Neylon to be part of the Appointment Panel alongside the Chief Executive and Group Manager Regulatory Services.
4. Appointment Panel undertakes assessments of applications and interviews if necessary.
5. Appointment Panel makes recommendations for new members to Council for formal appointments by resolution.

36 **CONSIDERATIONS**

37 **Strategic Impact**

This report addresses the Council's legal responsibilities to have a DLC and a list of members under the Act.

38 **Significance Assessment**

This report is assessed as being low significance. Council is simply fulfilling its legislative requirements to appoint members to the DLC.

39 **Risk Management Implications / Opportunities**  
The following risks or opportunities are identified with the issues identified in this report.

40 **Legal:**  
Council is required to have enough members on its list for the DLC to meet the quorum requirement (three) to hold hearings in the Act. Currently the DLC does not meet the quorum for the hearing of applications which have objections.

**Engagement – External:**

The recruitment of members for the DLC will, if approved, need to be advertised on the Council website, social media and print media to reach the wider community.

**Engagement – Internal:**

Discussions with the Regulatory Group staff dealing with the administration of the DLC has been undertaken.

41 **Policy & Legislative Considerations**

The Buller DLC was established as required under section 186 of the Sale and Supply of Alcohol Act 2012. The purpose of the committee is to consider all applications for liquor licences and other matters relating to the sale and supply of alcohol within the Buller District, including conducting licencing hearings, as provided under section 187 of the Act.

42 Functions of the DLC include:

- determining applications for licences, managers' certificates and renewals (s.187(a)(b)).
- determining temporary authority applications (on/off-licences) (s.187(c)).
- varying, suspending or cancelling special licences (s.187(d)).
- referring applications to Alcohol Regulatory and Licensing Authority (ARLA) (s.187(f)).
- conducting inquiries and making reports as required by ARLA (s.187(g)).
- other functions conferred on it by any Act. (s.187(h)).

43 As stated above, Council must establish, maintain and publish a list of persons approved to be members of the DLC. Members are appointed for five years and can be reappointed for one or more periods of five years. A DLC member can resign at any time and can be removed for inability to perform functions, neglect, bankruptcy or misconduct.

44 Each DLC has a quorum of three members, made up of two from the Council's list and one member as the Chairperson (s189 and 191). See above for exceptions and requirements for hearings.

45 The Act (s.192) sets out the requirements for list members as noted above. The Chairperson can be an elected member or an appointed Commissioner.

46 **Māori Impact Statement**

The decision does not involve a significant decision in relation to ancestral land or a body of water or other elements of intrinsic value, therefore this decision does not specifically impact Tangata Whenua, their culture and traditions. However, it is noted that Māori are disproportionately affected by alcohol harm in New Zealand. Both Options 3 and 4 above allow for participation from the Māori community.

47 **Financial Considerations**

The costs of the DLC are covered by the fees charged for the various types of applications. Member payments are determined by the Minister of Justice in accordance with the Cabinet fees framework. DLC list members receive remuneration per day or per hour for part days. They are also reimbursed for reasonable expenses incurred in the discharge of duties associated with the position. It should again be noted that only hearings require the full quorum of the Chairperson and two members from the list.

48 **Communication Internal / External**

Communications around the recruitment of members for the list from the community would be organised by the Communications team.

# Selecting and appointing district licensing committees

A guide for councils



*We would like to acknowledge the input and support provided by the advisory group established for the purposes of this project as well as members of the District Licensing Committee Advisory Group, the Local Government Alcohol Reference Group and the Regulatory Agencies Steering Group. We would also like to thank Local Government New Zealand, and the Taituarā for their contributions.*

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# About this guide

## Who is this guide for?

This guide is for council staff responsible for managing the selection and appointment of district licensing committees (DLCs). The guide will be useful whether you are new to the process or you have had previous experience. It may also be of interest to elected members of council and prospective DLC members.

## How will this guide help you?

This guide will support you to:

- understand the range of skills that a DLC needs
- run a robust selection and appointment process
- appoint a DLC with the necessary knowledge, skills and experience
- give effect to the Sale and Supply of Alcohol Act.

The Sale and Supply of Alcohol Act 2012 (the Act) aims to minimise harm from alcohol by managing the way it is sold, supplied and consumed. The Act introduced a system of alcohol licensing intended to enhance community participation in licensing decisions.

DLCs have an important role under the Act – to consider and decide on all applications for alcohol licences within their local areas. DLCs need the right mix of skills to do their job well.

Councils are responsible for selecting and appointing DLCs. This is an important first step in ensuring that DLCs can carry out their role effectively. This guide will help you run a robust selection and appointment process. You can tailor the guidance to fit your local circumstances, the size of your community and the number of licensing applications you receive.

## What does this guide cover?

1. A brief introduction to DLCs
2. Who can be on a DLC?
3. Who can't be on a DLC?
4. Considering your local context
5. Running a robust selection and appointment process
6. Dealing with challenges
7. Providing ongoing support for your DLC

Section 8 provides resources such as examples of advertisements, job descriptions and interview materials that you can use and adapt for your council.

# 1. A brief introduction to DLCs

**This section provides background information on DLCs and relevant legal requirements under the Act. It covers:**

- 1.1 What DLCs do
- 1.2 The legal status of a DLC
- 1.3 Relevant sections of the Act

## 1.1 What DLCs do

Anyone wanting to sell and supply alcohol to the public in New Zealand must apply to their local council (territorial authority) for a licence. DLCs consider and decide all applications for licences and manager's certificates (s 187 of the Act).

DLCs are established under the Act and administered by councils. Each council must establish and maintain a list of DLC members. They can have their own list or have a combined list with one or more other councils (s 192).

A DLC considers the application, agency reports, evidence and submissions presented to it against the criteria in the Act and any relevant case law. It then objectively evaluates the evidence, determines facts, forms opinions and draws conclusions to make its decision.

Within their local areas, DLCs decide applications for:

- new and renewal applications for on-, off- and club licences
- special licences
- new and renewal applications for manager's certificates
- opposed acting or temporary appointments of managers
- variation of licence conditions

- temporary authorities and temporary licences
- orders to vary, revoke, suspend or cancel a special licence.

## 1.2 The legal status of a DLC

A DLC is a committee of council (s 200(1)), is administered by the council, and may include councillors. However, it is an independent inquisitorial and impartial body and operates differently from all other council committees. A key difference is that in DLC hearings the parties have the right to call, examine and cross-examine witnesses. In addition, DLCs are not required to publicise or run their meetings in the same way as other council committees (s 207 of the Act and part 7 Local Government Official Information and Meetings Act 1987 [LGOIMA]).

DLCs have the powers of a commission of inquiry under the Commissions of Inquiry Act 1908. As a commission of inquiry, a DLC has a quasi-judicial role. DLCs have powers and procedures similar to those of a court of law or a judge and are obliged to objectively make findings of facts and draw conclusions from them. This means, for example, that a DLC can issue summonses requiring the attendance of witnesses before it or the production of documents. It also has the power to rehear any matter that it has determined (s 201(4)). DLCs should not be subject to influence from the council (or from any other third party). A council can, if it wishes, be represented and participate in a DLC hearing (s 204). However, a council cannot override a decision of a DLC.

A decision of a DLC can be appealed to the Alcohol Regulatory and Licensing Authority (ARLA) by any party to the decision. Decisions of ARLA can be appealed to the High Court, then the Court of Appeal, and up to the Supreme Court.

### 1.3 Relevant sections of the Act

The following sections of the Act relate to the appointment and operation of DLCs:

99	Applications to be made to licensing committee
186	Territorial authorities to appoint district licensing committees
187	Functions of licensing committees
188	Powers of licensing committees
189	Composition of licensing committees
190	Meetings of licensing committees
191	Quorum
192	Territorial authority to establish and maintain list of licensing committee's members
193	Appointment of commissioners
194	Resignation or removal
200	Application of Local Government Official Information and Meetings Act 1987
201	Licensing authority and licensing committees have powers of commissions of inquiry
202	Procedure
203	Proceedings of licensing authority and licensing committees
204	Right of certain persons to appear in proceedings
207	Evidence in proceedings before licensing authority or licensing committee
208	Licensing authority or licensing committee may waive certain omissions
211	Decisions to be given in writing



## 2. Who can be on a DLC?

**This section explores who can be on a DLC by considering:**

### 2.1 What the Act says

#### 2.2 What this means: good practice guidance

##### 2.2.1 What is good standing?

##### 2.2.2 What is relevant knowledge, skills or experience?

##### 2.2.3 Detailed guidance on essential and desirable knowledge, skills and experience

### 2.1 What the Act says

#### Councils must have a list of DLC members

Councils must establish, maintain and publish a list of people approved to be members of that council's DLC. Councils can establish a combined list with one or more territorial authorities.

Members must have: "experience relevant to alcohol licensing matters" (s 192(2)). Members can be elected councillors or people from the community. Members are included on the list for a fixed term of up to five years and can be reappointed for one or more periods of up to five years.

#### Councils can appoint commissioners

Councils can appoint a commissioner to any of its DLCs. A commissioner has all the functions, powers and duties of the chair (s 193(1)) and can be appointed as a chair (s 189(2)).

The Act requires a commissioner to be someone who: "is of good standing in the community and has the necessary knowledge, skill, and experience relating to matters that are likely to come before the committee" (s 193(2)).

Commissioners are appointed for a fixed term of up to five years and can be reappointed for one or more periods of up to five years.

#### The composition of a DLC

Each DLC, which is selected to consider an application, is made up of a chair and two members. The chair can be either an elected member of the council (from the approved member list) or a commissioner appointed by the chief executive, on the recommendation of the council.

### 2.2 What this means: good practice guidance

The Act does not define or set out:

- good standing or the necessary knowledge, skill and experience relating to matters that are likely to come before the committee (required for commissioners)
- the experience relevant to alcohol licensing matters (required for members).

In the absence of such detail, this document provides some guidance to councils about good standing and the types of knowledge, skills and experience that would contribute to the effective running of a DLC.

#### 2.2.1 What is good standing?

A commissioner must be someone who "is of good standing in the community and has the necessary knowledge, skill, and experience relating to matters that are likely to come before the committee" (s 193(2)).

The Act does not give a definition of "good standing in the community". When considering good standing you could think about whether an applicant:

- is of good character eg, do they have any convictions? Have they been bankrupted?

- has a good reputation and is held in high regard in their community
- holds positions of leadership within a community eg, school board of trustees or iwi authority
- belongs to a professional organisation that upholds professional standards of ethics.

### 2.2.2 What is relevant knowledge, skills or experience?

In considering what might be relevant knowledge, skills or experience, it is useful to think about the skills that DLCs need to carry out their role effectively.

#### **DLCs must understand alcohol-related harm and how it can be minimised**

All members must have an understanding of the nature of alcohol-related harm – what it is, how it impacts communities (particularly high risk communities), and how it can be minimised. While alcohol-related harm is often perceived as direct harm, DLCs need to understand the deeper and more complex layers of impacts on communities. Alcohol-related harm is not just about rubbish and noise. It is also about the broader health, social, economic and cultural impacts (both direct and indirect) of the sale, supply and consumption of alcohol, particularly inappropriate or excessive consumption of alcohol.

#### **DLCs need experience in legal processes**

There are different views about the need for legal training and skills on DLCs. Many applicants have legal representation for hearings, so having a DLC that is suitably experienced to address matters of law raised by lawyers is necessary. Some councils value legal expertise and only have lawyers on their DLC. Other councils don't believe that formal legal expertise is essential for a well-functioning DLC and have no lawyers at all. In these cases, chairs may have experience in legal and

regulatory processes such as the Natural & Built Environment Act 2023 and councils provide legal advice or support to their DLC.

#### **DLCs need skills to facilitate community participation**

One of the key drivers behind the Act was to enhance community participation in licensing decisions. DLC practices can have a big impact on the willingness and ability of the community to take part. DLCs need skills and experience to work effectively with community participants in hearings.

When selecting and appointing your DLC you might want to consider:

- the skills and experience that members have in working with communities or running hearings in a way that makes community members feel welcome. This is particularly important for members of the community appearing as objectors who may not be familiar with judicial processes
- whether members have an understanding of:
  - the diversity of the community/communities that the DLC is responsible for
  - how alcohol-related harm impacts disproportionately across different communities and population groups
  - differing patterns of alcohol-related harm in the local community
  - barriers that some communities face to participating in the licensing and hearings process and how these might be addressed
- whether members are open to attending hearings in the evenings to accommodate objectors who work during the day
- whether your chair or members are familiar with basic te reo Māori (language), pronunciation, and tikanga (customs). You can provide support for your DLC members to build this capacity.

You might also think about how the diversity of your DLC reflects the community it serves, in particular those most affected by alcohol-related harm.

The table below provides some detailed suggestions for relevant knowledge, skills and experience.

We have not differentiated between chairs and commissioners in this table. Chairs, regardless of whether they are elected members or appointed commissioners, need to have the same knowledge, skills and experience to run effective hearings and decision-making processes.

### 2.2.3 Detailed guidance on essential and desirable knowledge, skills and experience

It provides good practice guidance on essential and desirable knowledge, skills and experience for DLC chairs and commissioners (C), and members (M).

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
<b>Knowledge, understanding or experience of:</b>			
✓ Te Tiriti o Waitangi/ the Treaty of Waitangi	C, M		While the Sale and Supply of Alcohol Act 2012 does not refer to Te Tiriti o Waitangi, it is good practice for all people in public office to have a knowledge and understanding of Te Tiriti and its implications for their decision-making roles.
<b>Law and legal processes</b>			<i>This experience could be through other roles such as an employer or a mediator.</i>
✓ the law and its application (including the Act, case law and written decisions)	C	M	An understanding of law and how it is applied is essential for chairs. Chairs need to understand and apply the Act, case law and written decisions.
✓ judicial processes	C	M	DLCs are quasi-judicial bodies so understanding or experience of judicial processes is essential for chairs who manage hearings.
✓ natural justice and its application	C, M		Chairs and members must understand what natural justice is and what they need to do as decision makers to achieve it.
<b>Sale and Supply of Alcohol Act 2012</b>			
✓ the object of the Act	C, M		All members must be familiar with the object of the Act.
✓ alcohol-related harm and its impacts on communities	C, M		All members must have an understanding of the nature of alcohol-related harm – what it is, how it impacts communities (particularly high-risk communities), and how it can be minimised.

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ the Act and its application	C	M	Chairs must have a thorough understanding of provisions of the Act and their application.
✓ alcohol licensing (including local alcohol policies if relevant)	C	M	Chairs need a thorough understanding or experience of alcohol licensing processes.
<b>Hearings</b>			<i>This could be through experience in other roles such as an employer or a mediator – and as a facilitator or a participant in hearings.</i>
✓ the purpose of hearings	C, M		Chairs and members must understand the purpose of hearings.
✓ hearing procedures (and the unique nature of DLC hearings procedures)	C	M	Chairs are responsible for running hearings, so must have knowledge, skills and/or experience in hearings procedures generally, and DLC hearings in particular.
✓ the nature of evidence	C	M	Chairs need to understand the nature of evidence, what does (and doesn't) constitute evidence, and how evidence differs from submissions.
✓ conflict of interest and bias and the appearance of conflict of interest or bias	C, M		Chairs and members must understand the nature of conflicts of interest and bias and be able to apply them to their own situations.
✓ operating under rules of confidentiality	C, M		Chairs and members must be able to operate under rules of confidentiality.
<b>The community</b>			
✓ the local community in which the DLC operates	C, M		Chairs and members need to have a good understanding of the local community in which the DLC operates, including: <ul style="list-style-type: none"> <li>• the demography of the community</li> <li>• whether and how it is changing</li> <li>• the environment that the premises are, or would be, in</li> <li>• groups within the community who experience more alcohol-related harm</li> <li>• whose views are (and aren't) being presented.</li> </ul>
✓ the local community's concerns and expectations around alcohol and alcohol-related harm	C, M		Chairs and members need to have a good understanding of the local community's concerns around alcohol and alcohol-related harm

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ the nature of the licensing environment and alcohol-related harm in the community in which the DLC operates	C, M		Chairs and members need to be familiar with: <ul style="list-style-type: none"> <li>• the local licensing environment: <ul style="list-style-type: none"> <li>– numbers and types of on- and off-licence and club licence premises</li> </ul> </li> <li>• the local environment that the application is for, and the nature of the current alcohol-related harm that exists there: <ul style="list-style-type: none"> <li>– who is affected, where, when?</li> <li>– where is the alcohol sold, supplied and consumed?</li> </ul> </li> </ul>
✓ the local iwi, hapū, and Māori communities	C	M	Chairs should have an understanding of local Māori communities: their aspirations; their concerns and expectations about alcohol and alcohol-related harm.
✓ the cultural and ethnic make-up of the local community	C	M	Chairs should have an understanding of the cultural and ethnic make-up of local communities: their aspirations; their concerns and expectations about alcohol and alcohol-related harm.
✓ working with community and community groups		C, M	Previous experience or skills in working with community groups would be valuable to have on any DLC, particularly if they are to provide an environment that is welcoming to public objectors who are not familiar with legal environments.
<b>Skills in:</b>			
<b>Communication and teamwork</b>			
✓ oral communication	C, M		Chairs and members need to be able to communicate effectively with one another, with staff, and with participants at hearings.
✓ listening and asking questions to gain understanding	C, M		Chairs and members must be active listeners who can use questions to gain understanding.
✓ considering information from a variety of sources in an objective, unbiased way and being open-minded in reaching a conclusion	C, M		The key role of the DLC is to evaluate information from a range of parties (often in opposition to one another), consider this in an objective and unbiased way, and come to a conclusion within the context of the Act.
✓ written communication	C	M	Chairs undertake most written communication on behalf of the DLC (including minutes and decisions) so must have strong skills in this area.

	ESSENTIAL	DESIRABLE	EXPLANATION/COMMENTARY
✓ te reo Māori and tikanga	C	M	Chairs should have basic understanding of te reo Māori and tikanga so that they are able to run and manage hearings effectively and appropriately (as required).
✓ computer literacy	C, M		Chairs and members need computer literacy to carry out their role effectively, for example: <ul style="list-style-type: none"> <li>• email communication</li> <li>• research (eg, case law)</li> <li>• downloading, uploading and amending DLC documents and decisions.</li> </ul>
✓ facilitating good working relationships with other DLC members	C, M		Chairs and members need to have good interpersonal skills and be able to build good working relationships with others.
<b>Responsibilities of the chair</b>			
✓ running hearings	C		The chair must be able to run or chair hearings in a way that: <ul style="list-style-type: none"> <li>• is fair and effective</li> <li>• is inclusive of members of the community appearing as objectors who may not be familiar with judicial processes</li> <li>• ensures that no party dominates proceedings</li> <li>• ensures procedures are correctly followed</li> <li>• achieves natural justice.</li> </ul>
✓ writing clear and well-thought-out decisions	C		Chairs are responsible for writing decisions on behalf of the DLC. They must be able to write decisions that: <ul style="list-style-type: none"> <li>• are well structured, logical and clear</li> <li>• outline the considerations of the DLC in reaching its evaluations, opinions and conclusions</li> <li>• refer to relevant case law</li> <li>• are legally sound.</li> </ul>
<b>Personal qualities</b>			
✓ willingness to upskill and develop new knowledge	C, M		Chairs and members need to be open to upskilling where necessary and developing their knowledge.
✓ willingness to make decisions (that may be unpopular) and be subject to media scrutiny and appeals by higher authorities such as ARLA and the High Court	C, M		The decisions made by DLCs will sometimes be unpopular and subject to scrutiny by the courts and the media. Members and chairs need to have the resilience to manage such scrutiny and criticism.



## 3. Who can't be on a DLC?

This section explores who can't be on a DLC by considering:

3.1 What the Act says

3.2 What this means: good practice guidance

3.2.1 General principles for decision makers

3.2.2 Managing conflicts and bias

### 3.1 What the Act says

You cannot appoint a commissioner (s 193(3)) or a list member (s 192(5)) if:

- 1 the person is:
  - a police officer, or
  - a Medical Officer of Health, or
  - an alcohol licensing inspector, or
  - an employee of the territorial authority
- 2 the council believes that the person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias.

Chairs who were appointed to the DLC as an elected member of council cannot remain on the DLC if they are no longer an elected member of the council. However, the council could choose to reappoint them as a commissioner if the individual has the necessary knowledge, skill and experience relating to matters that are likely to come before the committee (s 193(2)).

### 3.2 What this means: good practice guidance

DLCs make important decisions on applications for licences under the Act and, in doing so, must run a fair process. Councils must ensure that the people they appoint to their DLC can run a fair and objective decision-making process.

The Act specifically prohibits the appointment of anyone to a DLC who could not perform their duties due to bias or the appearance of bias as a result of their involvement, or the appearance of their involvement, in the alcohol industry.

However, considerations of bias and conflict of interest are not restricted to those with industry involvement. Every member or official of a public entity has professional and personal interests and roles. Occasionally, some of those interests or roles overlap. This is almost inevitable in a small country like New Zealand, where communities and organisations are often close-knit and people have many different connections. Elected members of council have extensive involvement in their communities and a great deal of local knowledge. This knowledge can help inform the decision-making processes of the DLC; however, this closeness to the community can also give rise to a conflict of interest or a perception of bias.

Conflicts of interest sometimes cannot be avoided, and can arise without anyone being at fault. They are a fact of life. But they need to be managed carefully. Even where no conflict of interest exists, councils and DLCs must be careful to avoid any perception of a conflict of interest. DLCs need to be impartial and be seen to be impartial.

This section sets out some general principles for decision makers and some specific guidance on managing bias and conflicts of interest.

### 3.2.1 General principles for decision makers

#### **Decision makers must uphold natural justice**

Natural justice is about fair process. It means that any public decision-making body, including a DLC, must be independent and impartial and its procedures must be fair and transparent. Natural justice can be enforced by the courts, administrative tribunals or ombudsmen. Determining whether a decision complies with natural justice will generally depend on whether a fair and proper procedure was followed in making it.

#### **Decision makers must avoid bias and the appearance of bias**

Decision makers must be unbiased in all procedures, when holding a hearing or making a decision. A decision maker must be impartial and must make a decision based on a balanced and considered assessment of the information and evidence before them without favouring one party over another. Even where no actual bias exists, decision makers should be careful to avoid the appearance of bias.

#### **Decision makers must avoid conflicts of interest**

The Office of the Auditor-General defines it the following way: "Put most simply, a conflict of interest can arise where two different interests overlap."

In the public sector, there is a conflict of interest where a member's or official's duties or responsibilities to a public entity could be affected by some other interest or duty that the member or official may have.

The other interest or duty might exist because of:

- the member's or official's own financial/business interests or those of his or her family
- a relationship or other role that the member or official has or something the member or official has said or done.

### 3.2.3 Managing conflicts and bias

#### **Involvement in the alcohol industry – what might this mean?**

Examples of involvement in the alcohol industry that might lead to real or perceived bias or conflicts of interest for DLC members could include (but are not limited to):

- having a financial interest in a licensed premises
- having family members with interests in a licensed premises
- having close personal or working relationships with licensees
- being the property owner of the site of a licensed premises.

People who have had involvement in the alcohol industry will have knowledge, skills and experience that would be useful on DLCs. For example, ex-licensees would bring knowledge of the practical application of the Act in licensed premises. In this case, you might consider how much time has passed since they left their role. It is not easy to prescribe a specific length of time – it should be long enough that the person is unlikely to be dealing with parties they have worked closely with, but recent enough that their knowledge and skills are still relevant.

If you are thinking about appointing someone with previous involvement with the industry, then consider:

#### ***The nature of their relationships***

- Who does the individual have professional relationships with?
- Could these relationships lead to bias or a perception of bias?

#### ***Awareness***

- Does the person concerned have an awareness of their potential bias and whether/how it could be managed?

**The observer test**

- Would a reasonably informed, objective observer consider that the individual could perform their duties without bias or a perception of bias?

**Managing bias and conflicts of interest in the selection and appointment process****Run a robust selection and appointment process**

The best way to avoid and manage any concerns about bias and conflict of interest of DLC members is to run a robust selection and appointment process. See **Section 5.3** for more details.

**Document your process**

Document your selection and appointment process. If the council is challenged about an appointment (or the decision of a DLC), you will have documentation which can be made publicly available (subject to necessary privacy redactions).

Keep good notes of interviews, assessments of candidates, panel decisions and of course council decisions. Document the consideration of any potential bias or conflict of interest and the resulting conclusions. Make sure that all documents are filed in the council's electronic filing system and can be easily retrieved at a later date.

**Managing bias and conflicts of interest in DLC decision making on specific applications**

There are many ways that bias can be managed in the context of a specific application including:

- assessing the relationships between DLC members/chairs and applicants or parties to a hearing
- members excluding themselves
- appointing an outside commissioner if required
- allowing for concerns about bias prior to a hearing, for example:
  - all DLC members/chairs could have a photo and short biography on the council website
  - when an application is advertised and a committee is selected, the parties could be sent a link to the biographies
  - council could provide a timeframe for parties to state any concerns around bias of members prior to the hearing
- members making a declaration at the start of the hearing that they have no conflicts. Parties can object and be heard in 'chambers' if required
- the DLC referring the case to ARLA (s 170(a)).

For more information on managing conflicts of interest see the Office of the Auditor-General's guide – *Managing conflicts of interest: Guidance for public entities*.

## 4. Considering your local context

**Each territorial authority must establish and maintain a list of DLC members. You can have your own list or have a combined list with one or more other territorial authority. Each territorial authority must have at least one DLC; larger metropolitan centres may have more than one. This section of the guide focuses on your local context and what you need to think about in selecting, appointing and administering your DLC. It considers:**

- 4.1 Local needs and demands
- 4.2 Achieving the right mix
- 4.3 Timing of appointments

### 4.1 Local needs and demands

DLCs in large metropolitan areas regularly deal with high numbers of applications. While the majority are still dealt with 'on the papers' (by the chair), these DLCs may have more than 20 public hearings a year. Depending on the number of members on the list and the practices of the council, these members are likely to be involved in many hearings. Some councils in larger cities have several DLCs and a pool of chairs that can rotate.

In contrast, many smaller towns or rural areas have only a few applications per year and even fewer public hearings. Councils in smaller provincial and rural areas may have only one chair (either an elected member or a commissioner), who takes part in every hearing. If you only appoint one chair, you will need to appoint a competent deputy chair who can cover the chair if they are on leave or unwell.

Where neighbouring councils have shared lists of DLC members, DLCs can cover multiple council areas. This can be useful in areas where there are few applications and

members have less chance of being involved in a hearing and keeping their skills up to date.

You need enough members to cover each other's holiday or illness or any conflicts of interest. Four members must be available for each hearing: three for the hearing and one alternative in case of illness.

Things to think about:

#### *The demand in your community*

- What is the population of your city or district? Is it likely to change significantly in the next five years?
- How many applications do you generally receive each year? Is this likely to change significantly in the next five years (eg, as a result of rapid urban growth)?
- How many hearings have you had each year in the recent past? Is this likely to change significantly in the next five years?

#### *The make-up of your DLC*

- How many DLCs do you need to meet the demand in your community?
- How many members do you need?
- How many chairs/commissioners do you need?
- What should be the ratio of chairs/commissioners to members?
- Do you need your own list of members or could you share with neighbouring councils?
- Do you have enough members to cover illness, leave and conflicts?

### 4.2 Achieving the right mix

Consider the overall make-up of your DLC. It is unlikely that any individual, whether they are a chair, commissioner or list member, will bring all the skills, experience and qualities needed. Rather, it is important that you get the right mix of skills in the pool.

Elected members, commissioners and community members can bring different things to a DLC. You can use a combination of each to build a DLC that reflects the needs and skills of your community and council.

***Different options include:***

- **No elected members** – you can have commissioners as chairs and community members as list members. This approach can de-politicise the process, emphasising the independence and separation of the DLC from the elected members. It provides for elected members to advocate more broadly for their community on alcohol issues, ensuring no conflict of interest.
- **Commissioners and elected members** – if your elected members have great understanding of the local community but little experience in alcohol licensing, a commissioner can provide that knowledge and help build local capability.
- **Elected members and community members** – if you have elected members with the necessary skills and experience but you want to reflect your community (or particular parts of it) or broaden your skill base, you might include list members from the community.
- **Only elected members** – some councils value the local knowledge that elected members bring and so only have elected members on their DLCs. This can work if your elected members have the skills required for a DLC to function effectively, such as knowledge and experience of legislation, regulation, alcohol licensing, hearings and decision writing. However, this could increase the likelihood of conflict of interest, raise perceptions of bias, and reduce advocacy options for elected members to participate in hearings. The need to be available for hearings may also impact on their elected member duties.

## 4.3 Timing of DLC appointments

### 4.3.1 Tenure

Councils can appoint DLC members, chairs and commissioners for up to five years. They can be reappointed for one or more periods of up to five years.

A DLC member can resign at any time and can be removed for inability to perform functions, neglect, bankruptcy or misconduct.

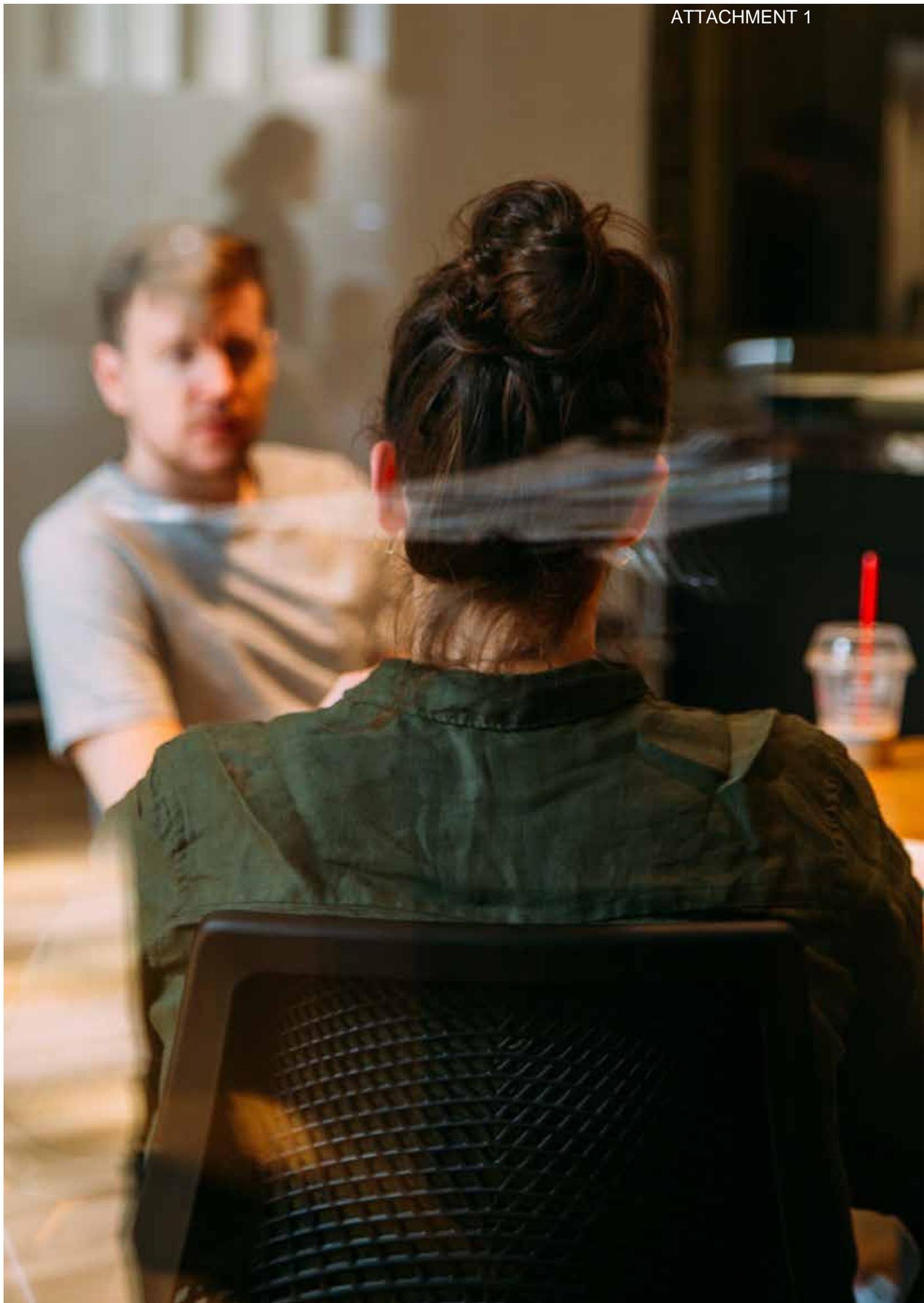
Chairs who were appointed to the DLC as an elected member of council cannot remain on the DLC if they are no longer an elected member of the council. However, the council could choose to reappoint them as a commissioner if the individual has the knowledge, skills and experience relating to matters that are likely to come before the committee.

### 4.3.2 Timing of appointments

You need to think about when you will appoint members and for how long. You can predict the timing of some appointments – such as when a term ends or following local government elections. Some others will not be as predictable, for example if a member resigns during their term.

Some councils stagger their appointments or appoint members for different lengths of time so that terms do not all end at the same time. This can help with succession and maintaining knowledge within the DLC, but it can also be very resource intensive.

You need to start recruitment of new members several months before the expiry of an outgoing member. See Section 5.3, which outlines the selection and appointment process in detail.



# 5. Running a robust selection and appointment process

**Your selection and appointment process must be robust, transparent, objective and well managed. This section provides guidance to help you achieve this. It covers:**

- 5.1 Who should be involved?
- 5.2 Attracting a wide pool of skilled candidates
- 5.3 The process in detail

## 5.1 Who should be involved?

### 5.1.1 Recruitment staff

Recruitment staff should run and manage the selection and appointment process. The staff who are usually involved include regulatory managers, DLC advisors and hearings advisors. Inspectors should not be involved. Recruitment staff should advise elected members on the selection and appointment process, run the selection process, and provide recommendations on appointments to council.

### 5.1.2 Elected members

Different councils involve elected members at different levels. Whatever involvement elected members may have, the key is to maintain transparency and objectivity in the process.

Many councils keep elected member involvement to a minimum: elected members are informed of the process at the start and approve staff recommendations for appointments at the end. Elected members have no active involvement in implementing the process or making decisions about who is appointed.

Other councils involve elected members at particular points in the process. For example, some councils who have elected members on their DLC include them on interview panels. Any elected members involved in the selection process would need to follow the selection criteria and assessment process in a transparent and objective manner, as with other members of the selection panel.

Remind elected members of the potential risks of not following good process (challenges to the appointment process and associated legal costs, reputational risks, a DLC without the necessary skills, poor decisions by the DLC, etc).

### 5.1.3 Members of iwi or Māori committees

Several councils have provided for an iwi or Māori voice in the selection and appointment process. You could do this by involving members of your local iwi, hapū or Māori advisory board/committee in: determining selection criteria; interviewing candidates; shortlisting; or making recommendations for selection.

### 5.1.4 External contractors

Some councils have used an external contractor to run the entire process. This can assist in providing transparency and independence from the council. However, this option can be costly and so may not be available to all councils.

## 5.2 Attracting a wide pool of skilled candidates

Section 2.2.2 outlined the skills, experience and knowledge that DLCs need. These include an understanding of alcohol-related harm and how it can be minimised; experience in legal processes; and skills to facilitate community participation.

Your DLC can be more effective if members have a thorough understanding of:

- the local community in which the DLC operates including the local iwi, hapū, and Māori communities
- the local community's concerns and expectations around alcohol and alcohol-related harm
- the nature of the licensing environment and alcohol-related harm in the community in which the DLC operates.

Try and attract as wide a range of candidates as possible. You might need to be proactive to attract candidates that have the necessary experience and reflect the community the DLC serves. Organisations that you might approach to seek a broader range of candidates could include:

- hapū or iwi organisations
- community health providers – including Māori, Pacific or migrant health providers
- legal associations – such as Community Law or the Māori Law Society
- youth organisations
- women's organisations such as the Māori Women's Welfare League or Rural Women New Zealand
- Māori Wardens.

## 5.3 The process in detail

1. Potential review of any appointment policy
2. Preparation and planning
3. Seeking council approval for the process
4. Establishing an appointment panel
5. Developing your documentation
6. Advertising, notifying and proactively seeking out candidates
7. Screening your applicants and assessing eligibility
8. Carrying out the interviews
9. Selecting your candidates and considering the mix of your DLC
10. Providing recommendations to council on appointments
11. Confirming contracts for services.

### 1. Potential review of any appointment policy

If your council has an appointment policy, consider whether it needs a review before you start your selection and appointment process. If it does need to be reviewed, work out how long this will take, who will need to be involved, and whether council will have to sign off the final policy.

### 2. Prepare and plan

#### How many DLCs do you need?

Think about the demand in your community and how the make-up of your DLC can respond to this demand. You need an idea of how many DLCs you will need and whether you can share with neighbouring councils. Think carefully about the ratio of chairs/commissioners to members. For more information and questions to consider see Section 4.1.

### **Elected members, commissioners, or community members?**

Elected members, commissioners, and community members can bring different things to a DLC. You can use a combination of each to build a DLC that reflects the needs and skills of your community and council. Section 2.2.2 looked at the skills needed for a DLC and the different options for getting these. Think about the skills that exist among your elected members and whether you need or want to seek candidates from the community.

### **Consider your process**

Think ahead of time about how you will run your process:

- Who will run the process?
- Who else will be involved in the process and at which stages?
- Who will make decisions?
- Do you need to proactively seek out candidates? When and how will you do this?
- Who will be responsible for drafting key documents?
- What is your timeline?
- How will you communicate with people involved in the process?
- What will the process cost and is the money allocated in your budget?
- When does council need to make decisions or be informed?

### **Appointing elected members**

Many councils appoint elected members to their DLC following local body elections as part of the process of assigning committee roles within council. The appointment of community members/commissioners then happens on a different timeframe. Elected members are not usually interviewed in the same way as community members, so some of the steps set out in this process may not apply when appointing elected members to DLCs.

### **3. Seek council approval for the process**

Draft a paper to council outlining your proposed process before you start it. You should cover:

- the number of DLCs, chairs, commissioners and members you propose to appoint
- when and how elected members will (and won't) participate in the process.

### **4. Establish an appointment panel**

Based on the decisions made by council in Step 3, establish your appointment panel.

### **5. Develop your documentation**

You will need several documents for applicants as well as internal documentation of the process. It is critical that you document your process accurately in case you are challenged at a later stage. You may want to involve your appointment panel in this step of the process, or they might lead this step.

For applicants you will need:

- advertisements
- job descriptions
- FAQs (optional).

In your communication to potential applicants you need to be clear about the role(s), the skills and experience required, eligibility criteria and conflicts of interest, along with likely time commitments and remuneration.

For your own processes you will need

- criteria for selection
- interview questions
- scoring sheet for candidates
- reports to council.

You can find examples and templates for these documents in **Section 8 of this guide**.

## 6. Advertise, notify and proactively seek out candidates

Seek out candidates through a range of channels including:

- your council website
- online job and career sites
- newspapers
- council's community and business networks
- iwi, hapū and Māori networks
- proactively seeking out potential candidates (see Section 5.2 for more information).

## 7. Screen your applicants and assess eligibility

Once applications have been received, the appointment panel will need to screen them for eligibility and skills. See Section 3 for more information on eligibility and Section 2.2.2 for more information on skills.

## 8. Carry out the interviews

The appointment panel will then carry out the interviews with the chosen candidates.

## 9. Select your candidates and consider the mix of your DLC

The interview panel will select their preferred candidates. As part of this process they will need to consider the overall mix of skills and how these match the skills required of a DLC. See Section 4.2 for more information on achieving the right mix.

This step will also cover: short-listing; acceptance of role; drawing up the contract for services.

## 10. Provide recommendations to council on appointments

Draft a paper to council with recommendations for appointment of members and commissioners. You might go through the relevant council committee before going to full council.

## 11. Confirm contracts for services

The final step in the process is to confirm the contract for services with members. Some councils only have contracts with list members who are not elected members. Others have contracts with all list members including elected members.



## 6. Dealing with challenges

Following the best practice set out in this guide will support you to run a robust, transparent and objective selection and appointment process. However, despite your best efforts, you are likely to run up against problems or face risks to your process.

This section provides some ideas for dealing with these risks and challenges. It is a good idea to talk with colleagues in your council or other councils if you are facing risks or challenges: you don't have to have all the answers.

Risk to the process/ Challenges	Options
Difficulty attracting skilled candidates	<ul style="list-style-type: none"> <li>Proactively seek out skilled candidates through relevant organisations or contacts</li> <li>Consider appointing a commissioner</li> <li>Consider having a combined members' list with neighbouring councils. This can provide a greater pool of skills and expertise to select from</li> <li>Think about training or mentoring to upskill your members (including regional and national training or mentoring)</li> <li>See Section 2.2.2 for information on skills required</li> </ul>
<p>Your DLC does not have a good understanding of your community and the impacts of alcohol-related harm on it</p> <p>OR</p> <p>Your DLC does not reflect the community it serves</p>	<ul style="list-style-type: none"> <li>Consider the current and projected demographics of your community. Is your community changing? If so, how?</li> <li>Proactively seek out skilled candidates through relevant organisations or contacts to address gaps</li> <li>Think about who is applying to your DLC and being appointed (and who isn't). Do you need to review your processes and documentation to attract different people?</li> <li>Consider having a combined members' list with neighbouring councils. This can provide a greater pool of skills and expertise to select from</li> <li>See Section 5.2 for more ideas</li> </ul>
Politicisation of the process/ Councillors not supporting staff recommendations for appointments	<ul style="list-style-type: none"> <li>Prepare and plan your process (see Section 5.3)</li> <li>Have a DLC Appointment Policy which sets out the process for appointments and reappointments</li> <li>Draft a paper to council outlining your proposed process before you start it. Clearly set out the roles of councillors and staff from the beginning. Seek council agreement to the process</li> <li>Remind elected members of the potential risks of not following good process (challenges to the appointment process and associated legal costs, reputational risks, a DLC without the necessary skills, poor decisions by the DLC, etc)</li> </ul>
Too many members, chairs or commissioners	<ul style="list-style-type: none"> <li>Prepare and plan your process (see Section 5.3)</li> <li>Consider the demand for alcohol licensing in your community and the make-up of the DLC to provide for it (see Section 4.1)</li> <li>Clarify your community's requirements in your initial paper to council</li> <li>Start small and add members later if necessary. It is easier to add members than remove them</li> </ul>

## 7. Providing ongoing support for your DLC

Councils are responsible for resourcing and supporting DLCs so that they can fulfil their obligations under the Act effectively. The level and nature of support may vary across councils depending on their size and capability. All councils should provide an induction for new members.

Learning can be formal and structured (with associated costs) but it can also be informal and unstructured, for example meeting neighbouring DLCs for a morning tea or going out with Police and licensing staff on weekends. Different people have different learning styles: some like a written, formal document to take away and read; some prefer an informal chat. Talk to your members about their learning styles and what they would find helpful.

More experienced DLC members could provide mentoring to new members on a range of topics. Support could also come from council staff such as the DLC secretary or members of the council's legal team. Councils can hire external people to provide specific technical guidance, for example on hearing procedures, the assessment of evidence and submissions, and writing decisions.

Understanding the impact of alcohol-related harm on different communities is important for all DLC members. You might consider providing training opportunities for members to gain a deeper understanding of this, for example through access to health equity training, or attending a local hospital's emergency department.

In some regions, councils coordinate shared training for DLCs from across the region. Councils also hold regular training and invite DLCs from other areas to attend. This is a great way for DLCs to upskill and network.

Training support can also come from national bodies such as [Local Government New Zealand](#) and [Health Promotion, Health New Zealand – Te Whatu Ora](#) or the [national DLC network](#). It is worth finding out about resources and training opportunities that these groups provide.



## 8. Tools and resources

**Section 8 provides resources such as examples of advertisements, job descriptions and interview materials that you can use and adapt for your council.**

8.1 Advertisements

8.2 Position description

8.3 Interview questions

8.4 Scoring sheet for candidates

We have not provided example contracts, but you can access [central government model contract templates](#) through the Ministry of Business, Innovation and Employment.

### 8.1 Advertisements

#### Advertisement Example 1

##### **District Licensing Committee Members and Chairs**

Great decision-making skills? Former alcohol licensing experience? We are calling for applications from persons interested in making alcohol licensing decisions to be part of [NAME] District Licensing Committee.



The District Licensing Committee is responsible for determining all alcohol licences and manager's certificates in [AREA]. We are looking for applicants with strong skills and experience, including:

- relevant alcohol licensing experience in previous roles
- demonstrated knowledge of the Sale and Supply of Alcohol Act 2012 and how it is applied
- highly developed decision-making skills and investigative ability
- demonstrated knowledge of the hearing process
- an understanding of [AREA] communities and their expectations around alcohol licensing
- strong oral and written communication skills
- some knowledge of alcohol-related harm in [AREA].

Please note that applicants must not have any involvement, or the appearance of involvement, in the alcohol industry or alcohol retail business.

Applicants should be prepared for flexible working hours, noting that this is not a full-time role. Successful candidates will be contracted to [NAME] council and will not be employees of the council. Work will be on an 'as required' basis at the remuneration rate set by the Minister of Justice for a term that expires in June [year].

Preference will be given to candidates that live in the [NAME] area/region.

Any enquiries please contact [NAME] on [NUMBER].

##### **Applications close on [date] at [time]**

Applicants must apply via our website [WEBSITE] including a recent copy of their curriculum vitae, and if you are applying to be a chair or commissioner, examples of recent decisions you have written.

## Advertisement Example 2

### Expressions of Interest – New District Licensing Committee for [NAME] Council

Great decision-making skills? Former alcohol licensing experience? We are calling for applications from persons interested in making alcohol licensing decisions to be part of [NAME] District Licensing Committee.

Expressions of interest are invited from suitable persons for consideration for appointment as the Commissioner and Licensing Committee Members. The District Licensing Committee consists of a Commissioner and two other Committee Members drawn from a list of members appointed by [NAME] Council.

The District Licensing Committee has responsibility for all local decisions on applications made under the Sale and Supply of Alcohol Act 2012, including:

- premises licence applications – new, renewals, variations
- new applications and renewals of manager’s certificates
- applications for temporary authority
- special licences variations, suspensions and cancellations.

Council is keen to reflect the diversity of the community it serves and encourages applicants who can demonstrate:

- knowledge of alcohol licensing and the legal framework
- an understanding of the impact of alcohol-related harm on communities
- highly developed analytical and decision-making skills
- experience applying legislative and regulatory frameworks

- knowledge of and familiarity with the conduct of public hearings
- excellent verbal and written communication skills
- the highest standard of professional and personal integrity.

DLCs are quasi-judicial committees of Council with decisions being appealable to the Alcohol Regulatory and Licensing Authority. It is preferable that applicants for Commissioner or Chair have demonstrable experience in writing decisions in a legal context.

Further information on the roles, including application details, position competencies and remuneration can be found on Council’s website.

Applicants should demonstrate how their ability to make decisions on alcohol matters and their experience of hearings processes will benefit Council’s DLC.

### Applications close on [date] at [time]

Applications should be made to:

The Secretary  
[NAME] District Licensing Committee  
[ADDRESS]

Or by email to the Secretary of the District Licensing Committee [EMAIL]

## 8.2 Position description

### Position Description Example 1 – Chair/Commissioner

[NAME] Council

#### POSITION DESCRIPTION

**POSITION TITLE:** Chairperson/Commissioner,  
District Licensing Committee

#### Position purpose

The purpose of this position is to chair a [NAME] Council District Licensing Committee (DLC) that will consider and determine applications made under the Sale and Supply of Alcohol Act 2012.

More particularly, the functions of the DLC are to:

- consider and determine licence applications, renewals, variations, suspensions and cancellations
- consider and determine new applications for and renewals of manager's certificates
- consider and determine applications for temporary authority
- conduct inquiries and make reports to the Alcohol Regulatory and Licensing Authority (ARLA)
- with the leave of ARLA, refer applications to ARLA.

A DLC consists of three members appointed by a territorial authority for its district.

The DLC will have to issue reasoned decisions in writing and send copies to the relevant parties.

In its decision making, the DLC will have regard and, where applicable, give effect to the [NAME] Council Local Alcohol Policy.

#### Workload

The workload of the DLC will depend on the number of applications received and the number of these applications that are objected to by members of the public or where reporting agencies are in opposition. All uncontested applications are to be considered on the papers by the Chairperson/Commissioner, while contested applications are considered by the full DLC.

A DLC can transfer an application to ARLA for its consideration, with the agreement of the Chair of ARLA.

The table attached as Appendix A outlines the types and numbers of applications that have historically been lodged at [NAME] Council.

As formal meetings will only be required for contested applications, an estimate has been made as follows based on historical data:

- Chair: 7 hours per week to consider and determine uncontested applications
- Full DLC: 3 half day hearings per annum (total one and half days)

#### Remuneration

As determined by the Minister of Justice in accordance with the Cabinet fees framework, the DLC Chair will receive remuneration at a rate of \$624.00 per day or \$78.00 per hour for part days.

The DLC Chair will also be reimbursed for reasonable expenses incurred in the discharge of duties associated with the position.

#### Duration of appointment

The appointment will be for a period of up to five years. The appointee may be reappointed for one or more further terms.

A Chairperson/Commissioner may resign from office at any time by written notice to the relevant territorial authority.

The territorial authority may at any time remove a member of a DLC or a Chairperson/Commissioner appointed to a DLC for inability to perform the functions of office, bankruptcy, neglect of duty, or misconduct, proved to the territorial authority's satisfaction.

#### Person specification

A person can only be appointed as a Chairperson/Commissioner if that person is of good standing in the community and has the necessary knowledge, skill and experience relating to matters that are likely to come before the DLC.

Additionally, a person must not be a Chairperson/Commissioner or DLC member if:

a. the territorial authority believes that person has, directly or by virtue of his or her relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or

b. the person is a constable, a Medical Officer of Health, an inspector (Alcohol Licensing), or an employee of the territorial authority.

#### Important functional relationships

##### Internal

- DLC Secretariat staff
- Other staff of the [NAME] Council

##### External

- Police
- Medical Officers of Health representatives
- Licensing inspector(s)
- Fire and Emergency NZ
- ARLA

## Appendix A

*Types and numbers of applications that have historically been lodged at [NAME] District Council:*

TYPE	1 July 2022 – 30 June 2023	1 July 2021 – 30 June 2022	1 July 2020 – 30 June 2021	1 July 2019 – 30 June 2020	1 July 2018 – 30 June 2019
Special licences					
On-licences					
Club licences					
Off-licences					
Manager's certificates					
Temporary authorities					
<b>TOTAL</b>					
<b>Number of hearings held</b>					

### Position Description Example 3

#### – List Member

[NAME] Council

#### POSITION DESCRIPTION

**POSITION TITLE:** List Member, District Licensing Committee

#### Position purpose

The purpose of this position is to act as a List Member of a [NAME] District Licensing Committee (DLC) that will consider and determine applications made under the Sale and Supply of Alcohol Act 2012.

More particularly, the functions of the DLC are to:

- consider and determine licence applications, renewals, variations, suspensions and cancellations
- consider and determine new applications for and renewals of manager's certificates
- consider and determine applications for temporary authority
- conduct inquiries and make reports to the Alcohol Regulatory and Licensing Authority (ARLA)
- with the leave of ARLA, refer applications to ARLA.

A DLC consists of three members appointed by a territorial authority for its district.

The [NAME] Council has an appointed Chairperson/Commissioner to chair the DLC.

The Council will maintain a list of DLC members from which members will be appointed to sit in accordance with terms of reference agreed by the Council.

The DLC will issue reasoned decisions in writing and send copies to the relevant parties.

In its decision-making, the DLC will have regard and, where applicable, give effect to the [NAME] Council Local Alcohol Policy.

#### Workload

The workload of the DLC will depend on the number of applications received and the number of these applications that are objected to by members of the public or where reporting agencies are in opposition. All uncontested applications are to be considered on the papers by the Chairperson/Commissioner, while contested applications are considered by the full DLC.

A DLC can transfer an application to ARLA for its consideration, with the agreement of the Chair of ARLA.

The table attached as Appendix A outlines the types and numbers of applications that have historically been lodged at [NAME].

As formal meetings will only be required for contested applications, an estimate has been made as follows based on historical data:

- Chairman: 7 hours per week to approve uncontested applications
- Full DLC: 3 half day hearings per annum (total one and a half days)

List members will be rotated as required to sit at hearings; rotation will be influenced by such factors as availability, location of hearing, territorial locality of premises involved, conflict of interest etc.

#### Remuneration

As determined by the Minister of Justice in accordance with the Cabinet fees framework, a DLC list member will receive remuneration at a rate of \$408.00 per day or \$51.00 per hour for part days.

A list member will also be reimbursed for reasonable expenses incurred in the discharge of duties associated with the position.

**Duration Of Appointment**

The appointment will be for an initial period of up to five years. The appointee may be reappointed for one or more further terms of up to five years.

A list member may resign from office at any time by written notice to the relevant territorial authority.

The territorial authority may at any time remove a list member of a DLC for inability to perform the functions of office, bankruptcy, neglect of duty, or misconduct, proved to the territorial authority's satisfaction.

**Person specification**

A person must not be approved to be included on the DLC members' list unless that person has experience relevant to alcohol licensing matters.

Additionally, a person must not be a DLC list member if:

- the territorial authority believes that person has, directly or by virtue of his or her relationship with another person,

such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias; or

- the person is a constable, a Medical Officer of Health, an inspector (Alcohol Licensing), or an employee of the territorial authority.

**Important functional relationships****Internal**

- DLC Secretariat staff
- Other staff of the [NAME] Council

**External**

- Police
- Medical Officers of Health representatives
- Licensing inspectors
- Fire and Emergency NZ
- ARLA

**Appendix A**

*Types and numbers of applications that have historically been lodged at [NAME] District Council:*

TYPE	1 July 2022 – 30 June 2023	1 July 2021 – 30 June 2022	1 July 2020 – 30 June 2021	1 July 2019 – 30 June 2020	1 July 2018 – 30 June 2019
Special licences					
On-licences					
Club licences					
Off-licences					
Manager's certificates					
Temporary authorities					
<b>TOTAL</b>					
<b>Number of hearings held</b>					

### 8.3 Interview questions

#### Interview Questions Example 1 – List Member

Position	DLC Member
Applicant	
Panel member	
Date	

#### Compulsory conflict of interest question:

Can you confirm that there is no potential, perceived or actual conflict of interest between any current professional or private interests you may have and [NAME] Council? (eg, Do you or a family member have a private business that does or potentially may do business with [NAME] Council?)

**Opening question: What attracted you to apply for this position?**

**1. What is your understanding of the Sale and Supply of Alcohol Act 2012 and its purpose?**

**2. What is your understanding of the role of DLC committees and members?**

**What do you consider are the community concerns and expectations around alcohol and addressing alcohol-related harm for this territorial authority?**

**How do you think we can address these concerns through alcohol licensing?**

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

**Can you tell us about your knowledge and experience in working with legislation?**

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

**Can you tell us about your experience in meeting protocols ie, types of meetings you have been involved with and your role/responsibilities?**

*Describe your specific role.  
Exactly what did you do?*

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

**Can you tell us about a time you were involved in a decision-making process with multiple stakeholders with differing views?**

*What was the situation?  
How did you approach this?  
What was challenging?  
What did you do?  
What was the end result?*

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

**What are the key communication strengths you will bring to this role, and how have you demonstrated these in previous roles?**

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

**What do you think are the key requirements for working as a team, and how have you demonstrated these in previous roles?**

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

Please confirm the time you are able to commit to the DLC:

**Post questions:**

Ask candidate if they have any questions

Confirm referee details on CV. We will tell candidate of our intention to contact referees

## Interview Questions Example 2 – Commissioner

<b>Position</b>	DLC Commissioner
<b>Applicant</b>	
<b>Panel member</b>	
<b>Date</b>	

### Compulsory conflict of interest question:

Can you confirm that there is no potential, perceived or actual conflict of interest between any current professional or private interests you may have and [NAME] Council? (eg, Do you or a family member have a private business that does or potentially may do business with [NAME] Council?)

### Opening question – What attracted you to apply for this position?

### 1. Can you tell us about your experience in charring committees?

### 2. Can you tell us about the most challenging committee/board decision-making process you have been involved in?

*What was your role?*

*What factors did you consider?*

*What were the risks?*

*What was the outcome?*

*How did you address being challenged on perceived bias or pre-determined outcomes?*

### 3. Can you tell us about your understanding of the powers of a Commission of Inquiry, and how it would relate to your role as Commissioner?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. An expectation of the role of Commissioner is writing legal decisions, in particular from licensing hearings. Can you tell us about the most complex legal decision or legal report that you have written?

2. What factors do you take into account when preparing and writing reports/decisions?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. What is your experience in working with the Sale and Supply of Alcohol Act 2012?

2. How do you ensure that you keep up to date with current trends/case law/and legal considerations in relation to the Sale and Supply of Alcohol Act?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

1. What do you consider are the community concerns and expectations around alcohol and addressing alcohol-related harm for this territorial authority?

2. How do you think we can address these concerns through alcohol licensing?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

What are the key leadership and communication strengths you will bring to this role, and how have you demonstrated these in previous roles?

Little or no evidence	Some evidence	Good evidence	Strong evidence
1	2	3	4

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**Council is moving towards end-to-end electronic processing of licensing applications.**

**What challenges would receiving electronic application packs, and writing and issuing of electronic decisions present to you in your role as Commissioner? What support would you require to undertake this processing?**

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Please confirm the time you are able to commit to the DLC:

### **Post questions**

Ask candidate if they have any questions

### **Interview close**

Confirm referee details on CV. We will tell candidate of our intention to contact referees

### *Interview Questions Example 3 – Generic*

#### **Interview Questions for Members of the [NAME] District Licensing Committee**

1. What were the key factors that made you decide to register your interest as a member of the District Licensing Committee?
  - a. What are the main strengths you could bring to this role?
  - b. What is your current knowledge of what the District Licensing Committee does?
2. How would you proceed to advocate for your viewpoint effectively to the other Committee members during a hearing?
  - a. What is your style in dealing with conflicting viewpoints?
3. How do you assimilate new information? eg, Are you a note taker, do you research your topic etc?
  - a. After you have a clear overview of the topic, how do you demonstrate an understanding of what this means and articulate it to a varied audience?
4. Where do you see the value in research documents and overseas literature/studies in assisting the Committee when making a decision?
5. How do you think the balance should be addressed between the perceived harm and other social consequences in the community and the need for a vibrant inner city precinct?
  - a. Do you have a personal opinion on this topic?
6. How do you believe you can represent the diversity of our community?
  - a. Can you share with us your experience of dealing with a diverse range of people?
7. What in your opinion is the driving force of the Sale and Supply of Alcohol Act?
8. It is important that we engage with our stakeholders at all levels. What are some of the key factors that you think would put people at ease if they were appearing before the Committee?
9. What awareness do you think is necessary in regard to the decisions of the Committee where ultimately these decisions could result in having a detrimental impact on the livelihood of the applicants?
10. If appointed to the Committee, do you think that you would be open to criticism by our community for any perceived conflict of interest or bias?
  - a. If so, can you share this with us?
11. Do you have any questions for the panel?

## 8.4 Scoring sheet for candidates

### Scoring Sheet Example 1 – List Member

#### Applicant evaluation – DLC list member

Follow the three steps below to tally the applicant's interview score:

##### Scoring:

Complete your scoring straight after the interview is complete and the applicant has left the room. The panel will discuss and agree on a score using the Competency Rating at the bottom of each page.

##### How to work out your Applicant Total Score:

First work out the weighted score, after which you can tally the Total Score. Follow the instructions in the header of the scoring table and example table below. Finally, add the total scores together to determine the Applicant Total Score.

##### Example:

Key requirement/competency	Score	Weighting	Weighted score	Total score
Customer Service	2	20	2 x 20 = 40	40 divided by 4 = 10

<b>Applicant name</b>	
<b>Interview panel</b>	
<b>Date &amp; time</b>	

Competency/ Key requirements	Score (Out of 4)	Weighting (All weightings should add up to 100)	Weighted score (Score x weighting)	Total score (Weighted score divided by 4)
Experience relevant to alcohol licensing • Knowledge of the Act and/or licensing		20		
Understanding of alcohol-related harm		20		
Understanding of community expectations around alcohol licensing		15		
Experience in a legislative or regulatory framework		10		
Familiarity with public meeting and hearings • Knowledge of meeting protocols		10		
Decision making • Understands written decision making		10		
Communication • Good oral communication skills • Skills in questioning • Good listener		10		
Team work • Ability to work as part of a team • Understands role requirements		5		
<b>SUB-TOTALS</b>		<b>100</b>		
<b>APPLICANT TOTAL SCORE</b>				<b>/100</b>

## Scoring Sheet Example 2 – Commissioner

### Applicant evaluation – DLC Commissioner

Follow the three steps below to tally the applicant's interview score:

#### Scoring:

Complete your scoring straight after the interview is complete and the applicant has left the room. The panel will discuss and agree on a score using the Competency Rating at the bottom of each page.

#### How to work out your Applicant Total Score:

First work out the weighted score, after which you can tally the Total Score. Follow the instructions in the header of the scoring table and example table below. Finally, add the total scores together to determine the Applicant Total Score.

#### Example:

Key requirement/competency	Score	Weighting	Weighted score	Total score
Customer Service	2	20	$2 \times 20 = 40$	40 divided by 4 = 10

---

**Applicant name**

---

**Interview panel**

---

**Date & time**

---

Competency/ Key requirements	Score (Out of 4)	Weighting (All weightings should add up to 100)	Weighted score (Score x weighting)	Total score (Weighted score divided by 4)
Chairing formal committees or tribunals <ul style="list-style-type: none"> <li>• Knowledge and experience of the hearings procedure</li> <li>• Understanding Commission of Inquiry powers</li> </ul>		25		
Writing decisions in a legal context <ul style="list-style-type: none"> <li>• Understanding and interpreting case law</li> <li>• Preparing and writing legal decisions</li> </ul>		20		
Experience relevant to alcohol licensing <ul style="list-style-type: none"> <li>• Knowledge of the Act</li> <li>• Experience of legal and regulatory alcohol environment</li> <li>• Knowledge of alcohol licensing</li> </ul>		15		
Understanding of community expectations around alcohol licensing		10		
Understanding of alcohol-related harm		10		
Leadership and decision making <ul style="list-style-type: none"> <li>• Considers information in an unbiased way</li> <li>• Operates independently</li> <li>• Shows balanced assertiveness</li> </ul>		10		
Communication <ul style="list-style-type: none"> <li>• Strong oral and written communication skills</li> <li>• Skills in questioning</li> </ul>		10		
<b>SUB-TOTALS</b>		<b>100</b>		
<b>APPLICANT TOTAL SCORE</b>				<b>/100</b>



## **Health Promotion, Health New Zealand – Te Whatu Ora**

Email: [enquiries@hpa.org.nz](mailto:enquiries@hpa.org.nz)

To order resources visit [resources.alcohol.org.nz](https://resources.alcohol.org.nz)

AL1168 | APR 2024

**Health New Zealand**  
Te Whatu Ora

**BULLER DISTRICT COUNCIL**

**26 MARCH 2025**

**AGENDA ITEM: 8**

**Prepared by** Paul Zaanen  
Project Lead – Master Planning

**Reviewed by** Simon Bastion  
Group Manager Regulatory Services

**Attachments** 1. Westport Master Plan Engagement Report

**Public Excluded:** No

**WESTPORT MASTER PLAN COMMUNITY ENGAGEMENT FINDINGS**

---

1. **EXECUTIVE SUMMARY**

The purpose of this report is to present the findings of the engagement undertaken on the draft Westport Master Plan – titled ‘Cutting our own track’ and to seek formal endorsement of the strategies that underpin the document.

2. Endorsement of the draft plan allows the project team to initiate the works and negotiations required to action the key development strategies.

3. **DRAFT RECOMMENDATION**

**That Council**

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

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

**3. Endorses negotiations to:**

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

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

**c. Investigate the establishment of the Special Purpose Vehicle**

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

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

4. **ISSUES & DISCUSSION**

5. **BACKGROUND**

The Westport Master Plan has been developed over the past two years.

6. Stage One, (funded via Better Off Funding), was initiated and concluded in 2023. This was the vision stage of the project and required the involvement of subject matter experts to develop the Draft Master Plan, with background information on the history and current situation of Westport – in respect to multi-hazard analysis and well-being frameworks.

7. Stage Two, (funded via Resilient Westport), occurred throughout 2024. The project team undertook a participatory design process with local stakeholders. This design process was undertaken throughout five staggered, design weeks as previously reported to Council.

8. In December 2024, Council endorsed wider community engagement which was undertaken throughout February and early March 2025. This report presents the findings from this engagement.

9. **Community engagement**

To maximise authentic community engagement and participation, a targeted outreach and multi-channel approach was used, including:

- I. **12 Community Drop-in Sessions** (24 hours in total) – Held at the Resilient Westport Office, providing opportunities for direct discussions and feedback over a selection of time and days to suit community needs.
- II. **Social Media Campaign** – A series of targeted Facebook posts (32 in total) reached **6,600** community members, driving awareness and participation. This resulted in a 270% increase in page follows and more than 22,000 page views (78% increase).
- III. **Print Media Promotion** – Published four newspaper advertisements across two platforms to inform the public and provide transparency.
- IV. **Media Coverage** of the engagement included two media releases, two articles in News, one article in Messenger, and one opinion piece in the News.
- V. **Direct Outreach** – The project team engaged with **over 620 individuals** through various community events and venues, including:
  - o Local workplaces (e.g., Bathurst, Property Brokers, law firms, Jennian Homes)
  - o Primary and Secondary Schools (Westport High School Seniors, Combined Schools Board, and Teachers)

- Non-Governmental Organisations (e.g., Homebuilders Trust, Sub-committees)
  - Church and faith-based groups
  - Community markets and informal café drop-ins.
10. A key factor in the success of reaching such a broad and diverse audience was engaging directly with the community, ensuring accessibility by meeting people at convenient times and locations.
  11. By partnering with key industry employers and tailoring outreach efforts to align with community needs, we created space for meaningful, in-depth conversations. Many participants expressed appreciation for the opportunity to engage, reinforcing the importance of transparency, inclusivity, and open dialogue in building trust and community collaboration.
  12. Many participants appreciated the opportunity to engage, reinforcing the importance of inclusivity and open dialogue in building trust, community collaboration and establishing shared ownership of the town's future.



13. **CONTEXT**  
The reporting of the findings concludes Stage Two of the Westport Master Plan project. As per the original briefing and subsequent approvals of Buller District Council, the work programme was put forward in three stages - Stage One being vision and onboarding of teams, Stage Two being the creation of the Draft Plan and the engagement undertakings with Stage Three being the action and enablement of the project - if Council chooses to proceed.
14. Early conversations have been undertaken to try to secure external funding to continue the scope of works identified within the 'Cutting our own track' document. To date this has been received positively, however formal approval of Council is required to continue and conclude the approaches for external funding.

15. If external funding is secured there is a proposed series of workstreams that the funding would enable, primary of these is to continue negotiations with the state-owned Pāmu (the brand name for Landcorp Farming Limited), to secure the required land holdings.
16. Several workstreams would require external funding, from detailed spatial planning, survey and due diligence (Geotech etc) and legal considerations. It is envisaged that this would be undertaken over the following 18 months. After which further development strategies would need to be actioned.
17. Although there are a long-term series of decisions and workstreams that to be undertaken, we are proposing a staged approach to implementing the Draft Master Plan. The below timeline provides an overview of the early intentions of the project team, each phase has been carefully considered and will ensure a coordinated approach to delivering the future planning and resilience of Westport.

# Development Plan. Driving Economic Growth.

## Project Continuity.

### 1. Establishment.

#### Key Outcomes.

- Project establishment.
- Initiation of stakeholder and government partnerships.
- Initial project plan issued for Board endorsement including costing projections, partnerships and next steps.

### 2. Spatial & Legal Planning.

#### Key Outcomes.

- Mechanism developed for legal land transfer from Pāmu to DWC.
- Governance entity defined.
- Land volume and extent quantified.
- Preliminary financial model developed.

### 3. Commercial & Technical Feasibility.

#### Key Outcomes.

- Commercial viability confirmed.
- Engineering reporting completed.
- Strategic planning framework completed.

### 4. Detailed Planning & Financial Structure.

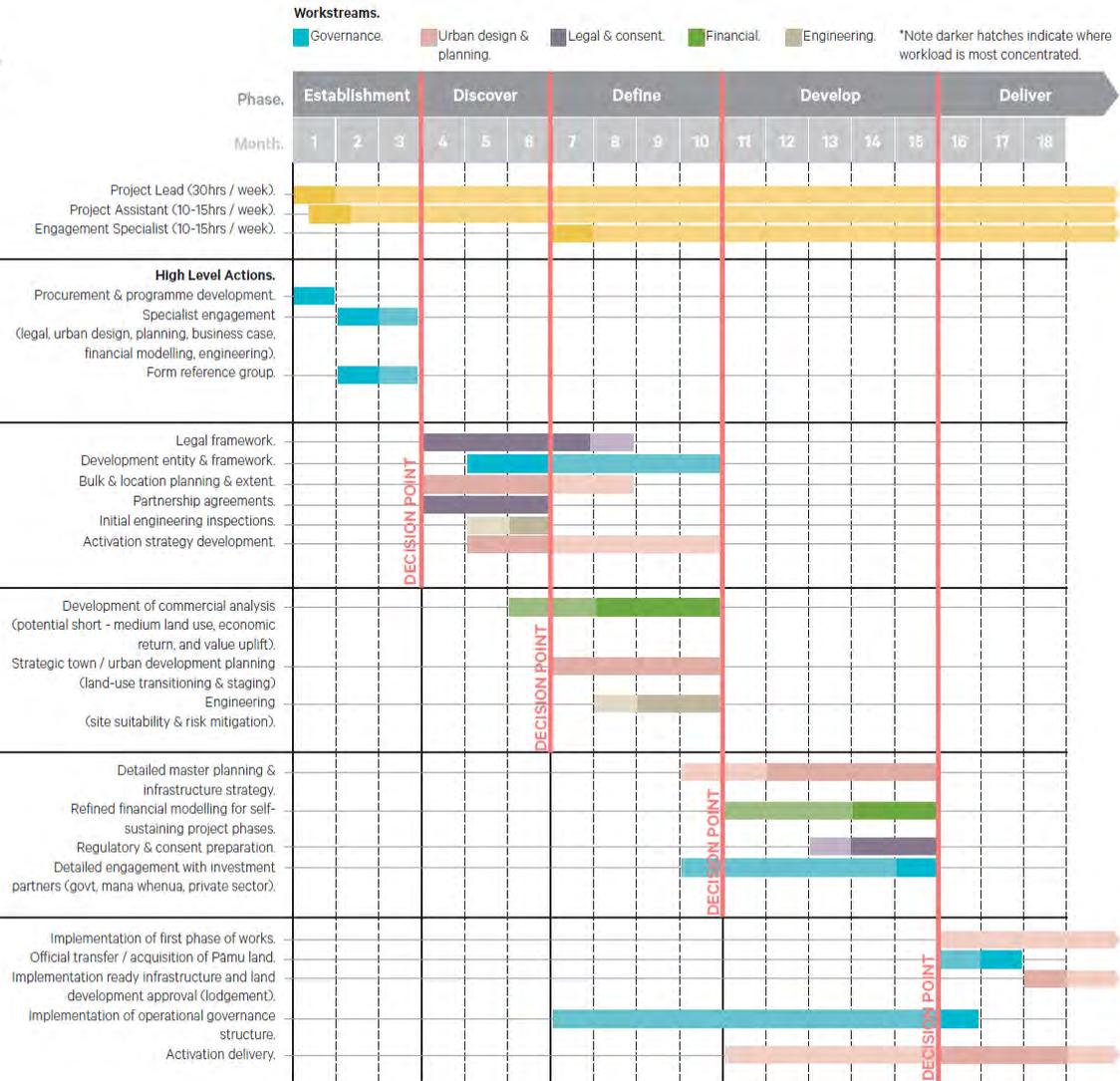
#### Key Outcomes.

- Spatial planning strategy confirmed (Stage 1 ready).
- Infrastructure and funding pathways finalised.
- Investment partners / buy-in secured.

### 5. Project Implementation.

#### Key Outcomes.

- Stage 1 land officially acquired / transferred.
- Governance fully operational.
- Physical delivery commences.



18. It is important to note that there is a requirement for betterment works to be undertaken on the Central Business District of Westport – that builds further on the findings of the ‘Revitalization Plan’ of 2017. The project team also recommends that further seed funding be sought to ensure a vibrant Westport is enabled as per some community feedback via the survey.
19. Of note is the importance and continuity of community engagement and conversations. As previously indicated, this is a long-term strategy, that requires immediate considerations given to the betterment and safety of Westport. The staging of the plan will take a long period of time and ongoing engagement with the local community will ensure that emphasis is placed where needed at appropriate points. This is critical to the growth of the district, and the betterment of Westport.
20. **OPTIONS**
21. **Option 1 – Status Quo (do nothing)**  
This option sees the conclusion of Stage Two in the creation of the Draft Plan but discontinues the work to action the Plan’s intentions and outputs.
22. **Advantages**  
No staff or further funding resources required.
23. **Disadvantages**
  - Does not action or provide a mechanism to ‘go for growth’;
  - No allowance provided for a best- or worst-case scenario for hazard management and/or economic development for Westport;
  - Community engagement findings have shown support for the intentions of the Master Plan, this option would not align with engagement findings;
  - Risk of criticism over wasted money to date.
24. **Option 2 – Endorse the Draft Master Plan**  
This option would see Council endorse the Draft Plan, ensuring that external finance and resources are sought to action and enable the staged elements of the plan to be delivered.
25. **Advantages**
  - Seek external seed funding to:
    - Secure Pāmu land (pending negotiations with Pāmu and Ngāti Waewae);
    - Fund works required to enable these negotiations, spatial planning, geotechnical analysis, professional services etc;
    - Explore further funding sources to enable the betterment of the Central Business District of Westport – seed funding as described will be utilised to garner further external funding.
  - Support the collective input of key stakeholders involved in the process.

- Support the outcomes of the local engagement.
- Ensure there is no cost to ratepayers.

26. **Disadvantages**

All due consideration needs to be given to the effect of the PARA framework on Westport's well-being.

27. **PREFERRED OPTION**

The preferred option is **Option 2**. Option 2 provides the ability to stage and implement the works required to commence delivery of the outputs of the plan.

28. Although this in an intergenerational plan there is a requirement to be deliberate in the implementation of the early stages of the plan to enable the building blocks to be put in place for the future.

29. **NEXT STEPS (please note these are indicative timelines and heavily dependent on securing seed funding to enable/action initiatives)**

30. The primary next steps are to secure seed funding and to enter into detailed negotiations in respect to PAMU land.

**March/April** secure seed funding for future overheads.

**April** - working group established with Pāmu for ongoing negotiations to occur.

**2025 – 2026** – works required to acquire Pāmu land, development of the spatial planning, encompassing all professional services required.

**2025 onwards** – ensure further funding for Central Business District of Westport.

**2025 – 2027** – establishment of the Special Purpose Vehicle.

**2030 onwards** – construction of infrastructure, implementation of stages of implementation.

31. Please note that all works and funding, needs to continue to be an integrated approach with the Resilient Westport work programme (under the PARA framework) and BDC business as usual works on core infrastructure for Westport. The intention of this work is not to detract any resourcing from the physical protection works of Westport.

32. **CONSIDERATIONS**

33. **Strategic Impact**

The intentions and strategies that underpin the Draft Master Plan are aligned with several strategic objectives, allowing for growth in lower risk areas and long-term infrastructure investment and resilience.

34. **Significance Assessment**

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

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

35. This report is assessed as being of high significance – this is due to community interest in the proposed plan, and the major potential impacts over a period of time.

36. It is recommended that prior to the conclusion of any potential negotiations that a report will be brought back to Council in due course.

37. As this is a long term, intergenerational plan there will be a myriad of decisions and approvals required over time in a stage manner. It is envisaged that the project will be required to continue community engagement in a staged manner at each decision point post negotiations.

38. **Risk Management Implications / Opportunities**

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

39. Engagement – External

As per the engagement report (**Attachment 1**) the project team undertook 4 weeks of community outreach engagement. The engagement spanned over industry, schools, NGO's and general members of the community via Drop-in sessions held at the Resilient Westport office.

40. Over 600 community members have been presented to in respect to the plan and the key strategies that underpin the plan.

41. Overall, there appeared to be a solid level of support for the plan, with relevant concerns raised throughout the process.

42. It is important to note that this is a long term, intergenerational plan that will be subject to changes based on Adaptive Pathway Planning – i.e. the plan can be sped up or slowed down depending on external factors.

43. It is also important to note that there is a need for ongoing engagement with the wider Westport community over time, and that this initial community engagement is the initiation of a conversation, not the end of it.
44. There has been a large volume of misunderstandings of the plan intentions that the project team has been sure to expand on throughout the engagement process.
45. Engagement – Internal  
All departments of Council have had presentations on the draft plan, both throughout the participatory design and throughout the community engagement exercise that has just concluded.
46. **Policy & Legislative Considerations**  
Endorsement of the plan and the intentions to secure further funding do not carry any legal implications.
47. However, if negotiations for funding and land acquisition are successful there will be various legal considerations to take into account – these will be reported back to full Council in due course if the Council endorses the plan and process put forward.
48. **Māori Impact Statement**  
The project team has been sure to keep engaged throughout the process with Ngāti Waewae, including specific workshops with Iwi in Westport. Overall, the planning process has been supported by Ngāti Waewae to date.
49. In light of the potential negotiations for the acquisition of Pāmu land in order to activate the development strategies an ongoing conversation and relationship is required with Ngāti Waewae. A first right of refusal process is always required if the Government wishes to dispose of any Government owned land or assets.
50. **Financial Considerations**  
If Council wishes to proceed, all significant funding for the continuation, of the master plans intentions are to be externally funded, however the project team will report back to Council prior to the conclusion of negotiations for further funding.
51. Council has allocated a small amount of funding in Year 1 of the Long-Term Plan (LTP) to support initial engagement and negotiations to maintain momentum. This budget will be drawn down based on the success of early negotiations with key agencies, stakeholders and potential funders.

52. The intention of the fund is that it can also be used to garner further funding for implementation of the strategies and workstreams contained within the draft master plan.
53. **Communication Internal / External**  
Please see the Engagement Report supplied as **Attachment 1**

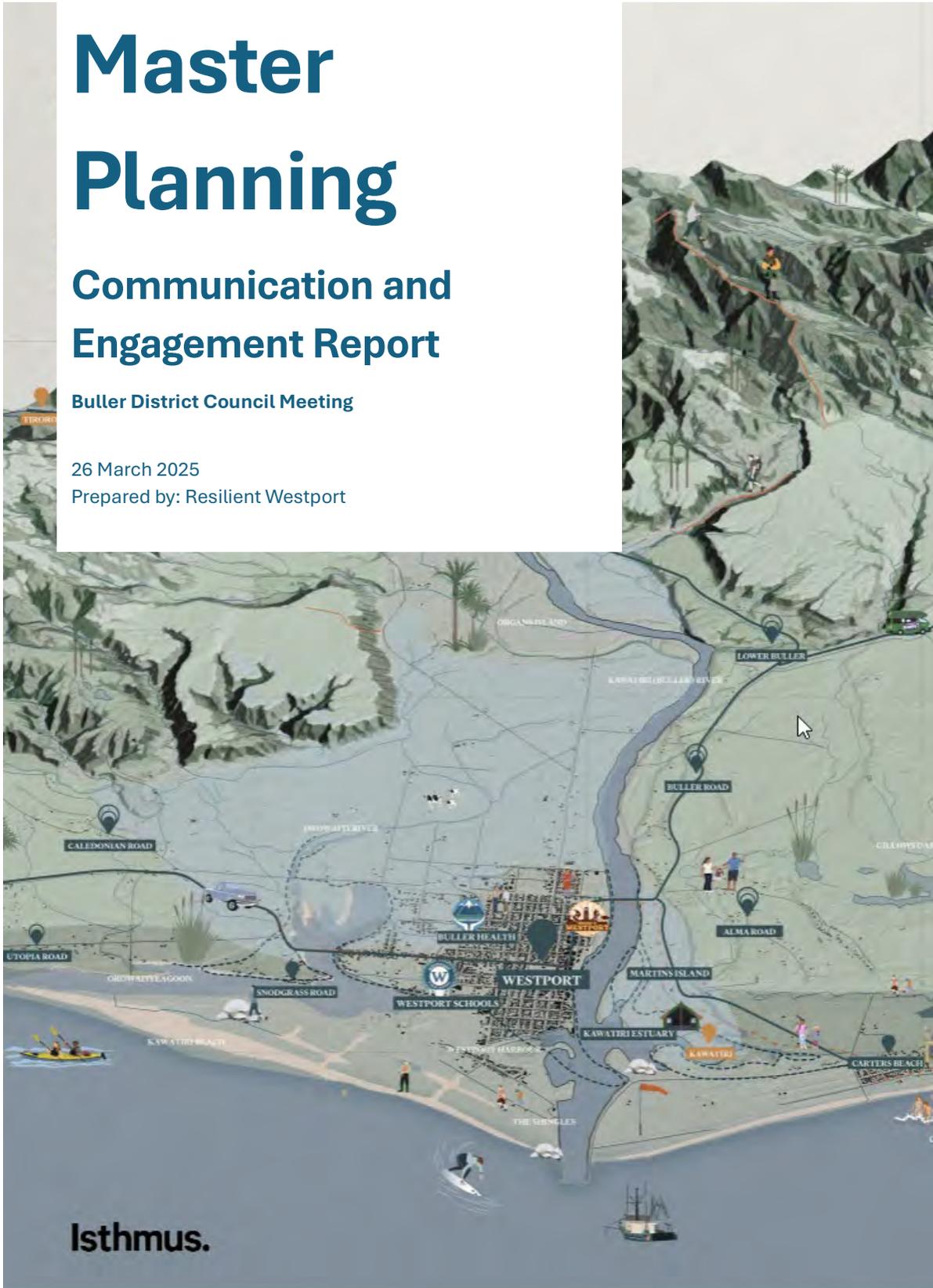
# Master Planning

## Communication and Engagement Report

Buller District Council Meeting

26 March 2025

Prepared by: Resilient Westport



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***“I believe this has the potential to be one of the most defining moments in our district's history, if the opportunity is seized.”***

*\*The views presented in this report are derived from a combination of direct feedback collected through online surveys, summaries of engagement sessions, and the project team’s observations and experiences over the four-week engagement period. While every effort has been made to accurately capture community sentiment, the feedback reflects a sample of individuals who chose to participate rather than a statistically representative cross-section of the Buller District population.*

*Additionally, the perspectives outlined in this report do not necessarily reflect the official position or policy of the Resilient Westport or the Buller District Council. Rather, this report serves as a qualitative*

*and quantitative overview of the engagement process, highlighting key themes, concerns, and aspirations shared by those who took part.*

## Master Planning community engagement summary

The engagement process for the Draft Westport Master Plan spanned four weeks in February and early March 2025, providing an opportunity for meaningful and in-depth dialogue with the Buller and Westport communities.

The primary objective was to broaden and deepen engagement, ensuring that residents had a clear understanding of the Draft Master Plan and its vision for Westport's future growth and development. Through this intensive process, we aimed to gather feedback, assess community support, and, most importantly, integrate local voices into the plan, shaping a future that reflects the aspirations and needs of the people who call Westport and Buller home.

While many community members recognise the importance of proactive planning and believed the plan was well thought out, visionary and necessary for Westport's future, others raised questions about funding priorities in the sense that this project was taking funding away from other infrastructure capex development and the plan's long-term impact on businesses and homeowners.

***“This is an opportunity for Westport to be in-charge of a way forward that everyone can benefit from.***

***The inter-generational nature of the Plan means that it is future focused while addressing the current and ongoing needs of the community. The process to get to the plan has been inspiring.”***

A key factor in the success of reaching such a broad and diverse audience was engaging directly with the community and ensuring accessibility by meeting people at convenient times and locations. By partnering with key industry employers and tailoring our outreach efforts, we created space for meaningful, in-depth conversations.

Many participants appreciated the opportunity to engage, reinforcing the importance of inclusivity and open dialogue in building trust, community collaboration and establishing shared ownership of the town's future.

The collaborative approach from Resilient Westport, Buller District Council, and Local library staff played a key role in this success. Additionally, the *Let's Talk* platform was a powerful tool that streamlined administration, reduced manual effort, and effectively reached tech-savvy audiences who preferred digital engagement over paper-based methods, with only 18 of the 126 responses being paper-based.

## Engagement approach, participation and reach

To maximise authentic community participation, a targeted outreach and multi-channel approach was used, including:

- **12 Community Drop-in Sessions** (24 hours in total) – Held at the Resilient Westport Office, providing opportunities for direct discussions and feedback over a selection of time and days to suit community needs.
- **Social Media Campaign** – A series of targeted Facebook posts (32 in total) reached **6,600** community members, driving awareness and participation. This resulted in a 270% increase in page follows and more than 22,000 page views (78% increase).
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- **Media Coverage** of the engagement included two media releases, two articles in News, one article in Messenger, and one opinion piece in the News.
- **Direct Outreach** – The project team engaged with **over 620 individuals** through various community events and venues, including:
  - Local workplaces (e.g., Bathurst, Property Brokers, law firms, Jennian Homes)
  - Primary and Secondary Schools (Westport High School Seniors, Combined Schools Board, and Teachers)
  - Non-Governmental Organisations (e.g., Homebuilders Trust, Sub-committees)
  - Church and faith-based groups
  - Community markets and informal café drop-ins.

## Engagement dashboard



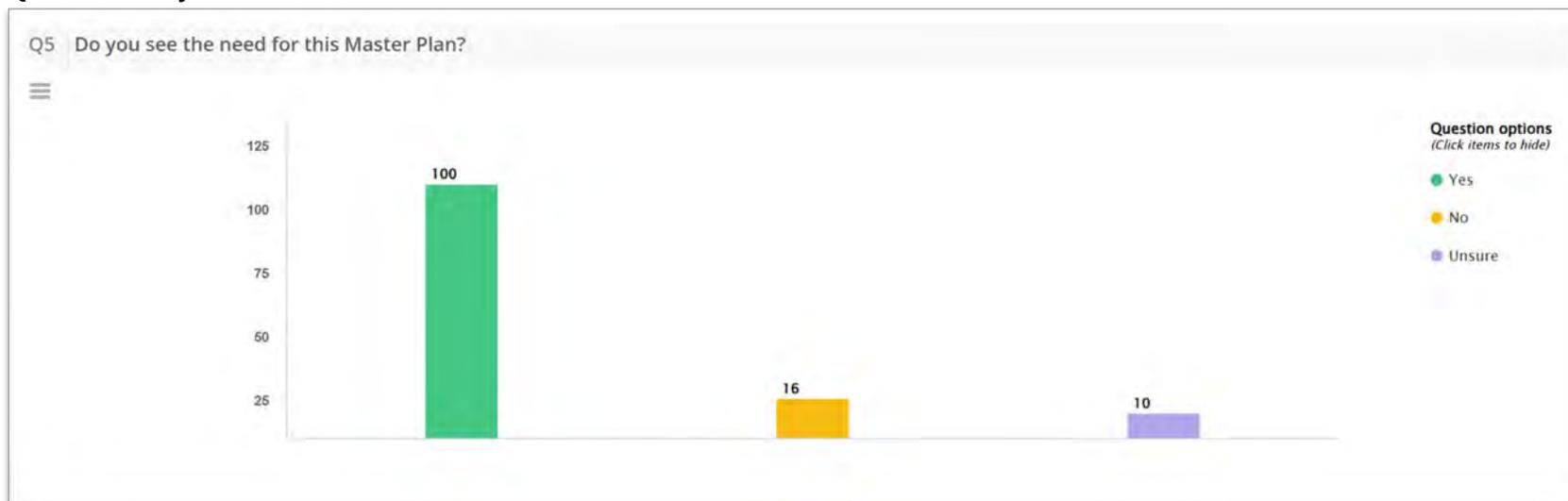
## Survey results – Key metrics dashboard

In addition to collecting identifying information, participants were asked three key questions related to the Master Plan, along with two demographic-related questions.

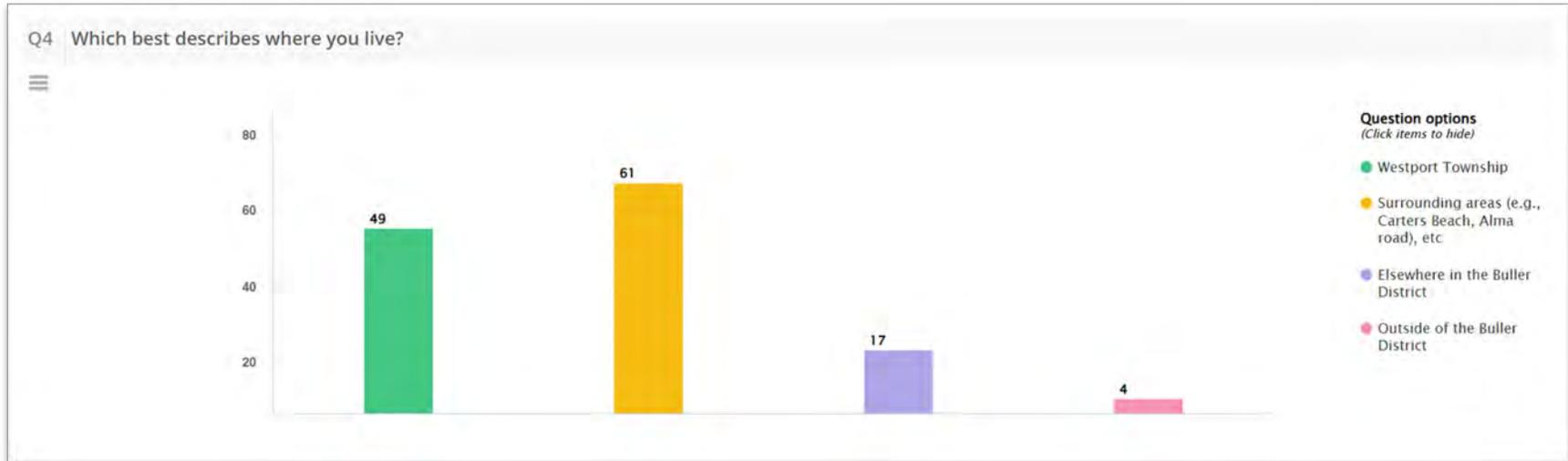
1. Which best describes where you live?
2. Age demographics.
3. Do you see the need for this Master Plan?
4. Do you agree with our approach to planning for Westport's future growth and development?
5. A free-text field for respondents to share their feedback (included in Appendix 1)

Below, you will find a graph summarising the responses to these questions,

### QUESTION: Do you see the need for this Master Plan?

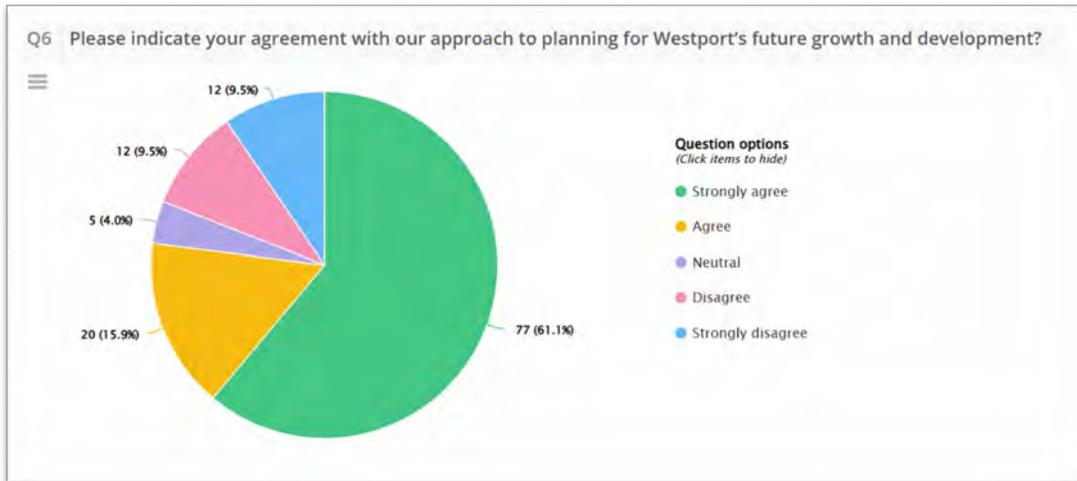


**QUESTION: Which best describes where you live?**

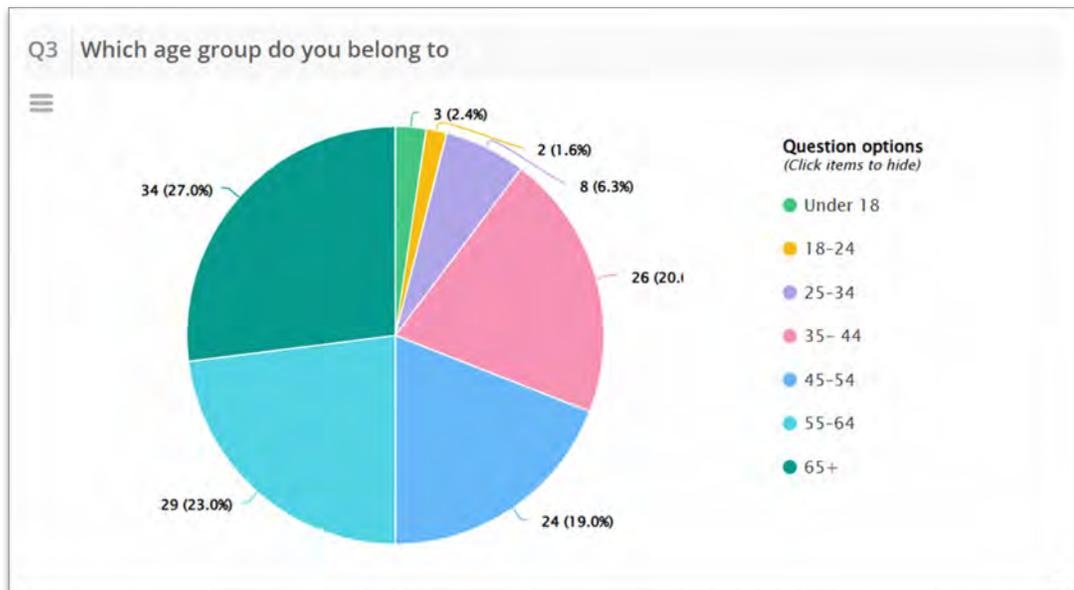


**QUESTION: Please indicate your agreement with our approach to Planning for Westport’s future growth and development?**

77% of respondents agree or strongly agree with our approach (15.9 % agree, 61.1% strongly agree).



**QUESTION: Which age group do you belong to?**



## Key findings and sentiment

The open text survey question, which invited additional thoughts on the Master Planning, received 78 responses (62% of total survey respondents). While this offers some insight into how the community perceives the draft Master Plan, the feedback is limited to those who chose to comment.

To accurately interpret this feedback, it should be considered alongside broader engagement indicators and the overall number of respondents who expressed support for the plan but did not comment.

Below is a summary of key themes, with anonymised quotes illustrating community sentiment.

### **Growth and development opportunities**

Many respondents support proactive planning and see the Master Plan as an opportunity to secure Westport's future, but they emphasised that planning must be ambitious and practical at the same time, ensuring that growth is well-managed and benefits current and future generations.

- *"This plan will allow proper town planning. This should have been done on these terraces over 100 years ago."*
- *"It's an extremely exciting time for the district given all these things, but if we do not act on them, then unfortunately, the future could look bleak, and we may not have the opportunity at that point to turn it around."*
- *"The way ahead for Westport and surrounding districts that is being presented is visionary and pragmatic. This is a tremendous generational opportunity that will allow a pathway for growth"*
- *"Huge economic, social, environmental, recreational opportunities. Game changer for Buller"*

### **Infrastructure and Housing**

There is interest in expanding housing and infrastructure, but concerns about affordability, sustainability, and maintaining Westport's character remain. Some respondents expressed that development should not come at the expense of the town's identity or to the detriment of "Current" Westport – but rather should differentiate.

- *Give new satellite town a name, reflecting a separate identity from the existing town of Westport. That name can subsequently be used to draw attention to activities in the new development, while allowing Westport to retain its own identity. Diversify the new township into neighbourhoods with own identity, allowing new residents to choose their preferred dwelling location and type (main street / side street / cul de sac , free-standing house / townhouse / tiny home / apartment block etc., rather than a 'one development fits all' suburbia with driveways, fences, and beige spec homes like the recent developments on the western and northern edges of Richmond.*
- *The most critical hazard for Westport is the flood potential. the Master Plan must not detract from this, it is a priority issue.*

*Protecting Westport from flooding will ensure the community has time to develop a long-term plan for the township's overall hazard landscape.*

*Funding flood protection for Westport will come at a significant cost to current ratepayers, and this must be a serious consideration in the implementation of the Master Plan concept. Current ratepayers in Westport and the Buller District must not be burdened with costs that do not provide the essential flood protection needed for the next 50 to 70 years.*

- *"Westport has huge potential. We need to grow and thrive, but in a way that does not ruin who we are and what we have—'bigger is not always better.' Rather, putting Westport in a position that will attract skilled people, investment, economic development, and better services/infrastructure to ensure the future of Westport."*

### **Environmental Concerns**

A segment of respondents emphasised the need for climate conscious planning, stressing that Westport must build for resilience rather than react to disasters. Some also view environmental responsibility as a core part of the town's identity and want to see sustainability integrated into development plans.

- *"A full town plan is critical; long-term thinking is essential. Forward thinking, like landscaping to create a liveable environment, should be prioritized."*
- *"I am loving the ecofriendly, nature-connected vision for Westport community in a safer zone"*
- *"The wetlands have some high ecological values (eg bittern, large fernbird population) which will need to be protected"*

### **Community Consultation**

Community members in the survey and in face-to-face engagements appreciated the opportunity to engage with the Master Planning process, and in their view, "The Council".

Through the participatory design process and the engagement, the importance of 'momentum' keeping the project alive and seizing the opportunity came across as well as being one of the most defining moments in our District's history.

- *"I think this has been a good solid process and I've enjoyed being involved with the ability to be heard in the development of this future planning for Westport"*
- *"The Master Planning process should not be seen as 'forced change,' rather an incredible opportunity to change the trajectory, fortunes, and well-being of all those who live here for the better."*
- *"I think you have done a really good job at figuring out the needs of Westport, and reaching out to lots of different groups within the community"*
- *"Get on with job at hand and "lets make Westport great again"*

### **Economic Opportunities**

While many respondents see growth as a way to attract investment and skilled workers, others want clarity on how the plan will impact existing businesses and property owners.

- *"Greater need to understand how town home and business owners will release their equity to invest at campfire - this will be of primary concern to most."*

### **Flood Protection & Resilience Planning and Community Concerns**

While there is support for flood mitigation, some respondents feel too much focus is on "relocation" rather than strengthening existing defences and adapting these defences over time. Concerns over insurance, relocation options, and long-term security, including for existing residents of Westport, were highlighted.

- *"Protect the present town first."*
- *"If the infrastructure in the new zone is neglected as the current one has been, then there are no future safeguards against floods either."*
- *"Will this cause people to lose property value? Will people find it hard to get insurance? . I am all for making the town better, more connected, more safe, more modern etc but not a fan of forcing people to move, or making our already high rates rise even further to fund this"*
- *"How do we retain value in our homes and properties (as the biggest asset most current Westport residents' own)? How do I and/or the future generations of my family afford to move to the proposed stronger, safer, more prosperous future when reinvestment in the core infrastructure in "old town" (Westport) ceases and community assets are relocated?"*

## Anecdotal observation from the project team

One of the most successful aspects of the engagement process was the ability to connect with people where they were, whether in workplaces, community spaces, or at events that suited their schedules. This flexible approach enabled tailored messaging and tone, fostering authentic and productive conversations that built greater understanding. It quickly became evident that many community members appreciated the opportunity to engage face-to-face, particularly on a topic as complex as master planning.

One key opportunity identified was the need to bridge the 'awareness gap' and address misinformation within the community. While this project used multiple communication channels over several months, many community members were still unaware of key details, not just about the Draft Master Plan but also the broader Resilient Westport Programme and Buller District Council general business.

This highlighted the importance of consistent and proactive engagement at a place and time that works best for the community. Strengthening outreach and being more visible in the community presents a valuable opportunity to continue to build trust, enhance awareness, and deepen community involvement in Local Government.

Throughout the plan's development, there was a strong desire for action. Many community members voiced concerns about yet "another planning, revitalisation exercise" and expressed a clear expectation that this work must lead to real outcomes rather than becoming another 'talkfest'. This highlights the necessity of demonstrating tangible progress to maintain public confidence and engagement.

The engagement process offered valuable insights into community sentiment, reinforcing the need for direct, enduring and transparent communication. Effective communication must be a two-way process - beyond simply distributing information, it requires creating opportunities for people to ask questions, seek clarification, and discuss concerns unique to their situation. Providing these spaces for dialogue fosters a deeper shared understanding and ensures that engagement is meaningful rather than just transactional. Face-to-face interactions proved particularly effective in building trust and reciprocity, especially given the high stakes involved in property, equity, and personal security.

Sustaining momentum requires ongoing, deliberate engagement efforts. To ensure long-term success, it will be crucial to maintain open dialogue, provide regular updates, and demonstrate measurable progress. A commitment to open communication, even when answers are unknown, alongside visible action will not only strengthen trust but also establish a foundation for resilience and shared ownership of the town's future.

## Operational & risk considerations

<b>Strong support for proactive planning once understood</b>	
After explaining that this is a complementary plan that works alongside flood protection efforts, the majority of community members engaged with recognised its long-term benefits. However, misinformation and public perception challenges were observed, with concerns around managed retreat and forced relocation.	<b>Mitigation Strategy</b> Ongoing proactive communication and myth-busting efforts will ensure clarity on the purpose and scope of the Master Plan.
<b>Need for clear implementation pathways</b>	
Some respondents wanted clarity on when and how various components of the plan will be actioned, while others expected immediate action. It was observed that community members directly impacted by flooding were more likely to expect urgent action, and were fearful of forced relocation. Concerns were also expressed about its affordability and potential costs to ratepayers.	<b>Mitigation Strategy</b> A clear, public-facing roadmap outlining short-, medium-, and long-term potential milestones will help manage expectations and demonstrate progress as well as showcasing the flexibility and ambiguity of the inherent nature of planning on this time scale
<b>Concerns about affordability and accessibility</b>	
Concerns were raised about ensuring that new development areas remain accessible and affordable for current Westport residents.  Some community members believed that all available funding should go toward flood defences rather than Master Planning, seeing the two as competing priorities rather than complementary efforts.	<b>Mitigation Strategy</b> Continued engagement and myth-busting will clarify the distinct yet interrelated roles of flood protection and Master Planning, ensuring the community understands that both are critical for long-term resilience and that structural flood defences are a mechanism to ‘buy time’ for the future.
<b>Strong support for proactive planning</b>	
The risk of engagement drop-off, consultation fatigue and being just “another report” was identified, reinforcing the need for continued transparency and community involvement.	<b>Mitigation Strategy</b> If supported at the next stage, strengthen stakeholder collaboration by embedding paid roles within areas such as a business association, will assist in ongoing momentum and community ownership.  Ensuring regular, meaningful updates in line with the new BDC Communication and Engagement Strategy to demonstrate progress and reinforce transparency.



## Appendix 1

<b>Report generated at: 2025-03-12 08:57:00 by SN</b>	
<b>Project: Master Planning</b>	
<b>Survey Tool: Draft Master Plan for Westport [2024-10-10 to 2025-03-11]</b>	
<b>Question: What have we missed, what additional thoughts or ideas do you have?</b>	
<b>(Showing 78 of total 78)</b>	
<b>No.</b>	<b>Contribution</b>
1	<p>Consideration given to expanding the Master Planning across the whole Buller district. Priority should be given to requisite funding acquisition to enable this. Now is the time to leverage community buy-in, and apply the cumulative knowledge amassed during the Master Planning process.</p>
2	<p>It has been an extremely professional process with some really engaging and in depth sessions. It's clear that the team who are working on this are really passionate about it and want the best outcomes for the district.</p> <p>We chose to bring our family here due to the magnitude of opportunities that the district has, but if we are being realistic about it we need to have a vision and a goal to buck the trend and the forecast of what the future potentially holds for the town.</p> <p>There is no doubt that being a coaster is a special thing, but added to that being a bit more proactive in our approach to understand exactly what can be done ( not just around resilience ) but around growth is pivotal in ensuring a prosperous future.</p> <p>One key thing I would like to add, is that our future generations ARE our future. We have an obligation to set them up for a successful and rewarding life. The last thing we want is our children to hit teenage years / future study years and never come back - We need to provide them with opportunities and livelihoods here.</p> <p>It's an extremely exciting time for the district given all these things, but if we do not act on them then unfortunately the future could look bleak and we may not have the opportunity at that point to turn it around.</p> <p>Great job everyone</p>
3	<p>I agree this will be a slow generational change for the town if it's to be done well - let's hope the momentum is still there in years to come!</p>

4	<p>The evidence is irrefutable, unless Westport (and Buller in general given the importance of Westport to the district) wishes to be exposed to on-going loss and hardship in the future, strategic and conscious planning for the future is the only way to influence the destiny and future of the district. The master planning process should not be seen as 'forced change', rather an incredible opportunity to change the trajectory, fortunes, and well-being of all those who live here for the better. This requires everyone to think not just of themselves and in the present, but more importantly, of those who will follow and who undoubtedly stand to be impacted more greatly, or benefit more substantially, depending on how this process moves forward. I implore Elected Members when they deliberate on the fate and next stages of this process to think about this and to reflect on the Community Outcomes embedded in the district's Long-Term Plan. Is there a more important or powerful opportunity currently available to support achievement of the Community Outcomes - social; affordability; prosperity; culture; and environment - than this Master Planning process? I believe this has the potential to be one of the most defining moments in our district's history, if the opportunity is seized.</p>
5	None
6	I think this is a well designed plan.
7	<p>tyre recycling , Deniston incline made into cable car or gondala for tourism . u missed the opportunity to place the new health clinic in a safer position . Passenger rail between Westport and Hokitika light rail . when using dredge on the Buller use some gold tables . any future rate increases will certainly affect any future development , they are far to high now and not used wisely .</p>
8	<p>Westport has been hamstrung on the back of a disproportionate reaction to our flood threat, and needs to get on with life as it is. Ideology feeds nobody, nor does it make you a hero - Get on with job at hand and "lets make Westport great again"</p>
9	<p>The need for profit of the developer and land owners has and always will determine the success or failure of any housing development.</p> <p>Community minded organizations have a role to play in forming our future ( parks ,sports centers etc.),and to open up land for development, but too many ideals will not attract the punters.</p>
10	Nothing - keep up the great work and feedback to the community

11	<p>This plan will allow proper town planing.This should have been done on these terraces over 100 years ago.I developed McPaddons road into lifestyle blocks 45 years ago. Back then the BDC would not approve development smaller than 12 Acres.</p> <p>Whilst that is ok for lifestyle blocks, converting these into residential now means no proper plan can be done as we have 20 lots of 12 acres which could produce over time 1250 plus lots all coming off McPaddons road.This will create traffic congestion..</p> <p>So proper town planning starting with a blank sheet is the sort of development that is required. Actually McPaddons road would have been best left as lifestyle because there is demand for small acreage lots and the way we are going with the TTPP plan Westport will end up very short of those.</p>
12	I strongly believe that incorporating a Marae concept into this master plan would greatly enrich the community's cultural landscape and foster a deeper sense of connection and belonging for everyone involved.
13	A full town plan is critical, long term thinking is essential, Forward thinking,EG Landscaping to create environment.
14	So far so good! Excited to see and hear more as plans develop and come to fruition
15	The general approach is good, and it would be ideal if we can secure Pamu land for future needs.
16	The way ahead for Westport and surrounding districts that is being presented is visionary and pragmatic. This is a tremendous generational opportunity that will allow a pathway for growth. The use of Pamu land, the WSPV and incremental development are particularly positive aspects of the proposal.
17	none
18	Income/ revenue streams. I think the governance needs to be stacked with qualified people with specific expertise and delivery experience, not politicians. Needs to be separation to ensure longevity of the strategy.
19	The plan us flexible enough to evolve over time.
20	I think you have done a really good job at figuring out the needs of Westport, and reaching out to lots of different groups within the community.
21	Greater need to understand how town home and business owners will release their equity to invest at campfire - this will be of primary concern to most
22	Westport has huge potential. We need to better Westport, we need to grow and thrive but in a way that does not ruin who we are and what we have - "bigger is not always better". Rather, putting Westport in a position that will attract skilled people, investment, economic development and better services/infrastructure to ensure the future of Westport. Please do not re-create what we already have in Westport in the "proposed" location. It must offer new and different things to ensure the "current" town retains value. I commend you on the great work thus far.

23	<p>I am loving the eco friendly, nature-connected vision for westport community in a safer zone. The idea of securing govt land now is smart. It could be a wonderful place to live next to the wetland, lake and with much flatland with views! Gillows dam does become too low and 'sticky' over summer to be of any recreational value, it also has breeding bittern in 2 spots we think so this waterway would be good to be left to the birds. It also has a fantastic breeding area for hundreds of native ducks (scaup, paradise and others) along its outflow between lake and 'dam'. This area probably best to remain undisturbed by pedestrian (dog) access. We do not want to encourage duckshooters. Orica land has great recreation lakeside potential with the bigger waterway . I am excited by cycleway connection to carters beach and more cycle/horse ways generally. I think putting in recreation spaces first to showcase is a good idea as westport folk have no connection to the new area and it's wonderful potential at all ,as wetland/lakes are hidden away with most locals having never seen them. Keep up the good work.</p>
24	<p>insurance sector could be approached to fill financial gaps to finalize the plan.</p>
25	<p>I have some thoughts about the proposed location. Westport is a coastal and river town. I believe it important to retain these links at the proposed new site as much as possible. For example I see the new township 'encircling' the wetland area more and have more housing etc on the north side of the wetland overlooking Carters Beach. Much of this land is Orica owned which would potentially obtained cheaply if they move their location. The infrastucture development in Alma road could be extended further to cover this area. Planting in this would need to be started soon to. I believe there should be strong access links down to Carters beach. This gives more scope to retain the coastal connection and not be stuck inland behind the wetlands. Development (eg parkland) along the western river back north of the bridge could also be considered to retain stronger links with the river.</p> <p>The wetlands have some high ecological values (eg bittern, large fernbird population) which will need to protected. Dogs and cats may be issue if taken into or roaming in the area.</p> <p>The smaller and shallow Gillows Dam (the larger dam is generally called ICI or Collins Dam) is unsuitable for recreation in dryer weather due to a large number stumps. Collins dam is a much better site for this.</p> <p>Is it the intention that the port facilities remain at their existing site?</p> <p>The assumption appears to be that the will be a gradual move to the new site. What if there is a catastrophic event? ie., major overwhelming flood, earthquake or tsunami.....This sort of tipping point is how it might happen at any time. How will the transition work then? Could the master pain be adapted to cope with this?</p>

26	<p>I support the movement of the residential area of the town to a lower risk area. My interests are in the interim arrangement with:</p> <ul style="list-style-type: none"> <li>- how BDC can fund a role to continue looking for funding options and growth opportunities of the town</li> <li>- how infrastructure and planning decisions can be made in the meantime with repairs and investment required</li> </ul>
27	<p>Flood planning is very important. The need for more plots of land for sale at reasonable prices. Developers need to be working with the council. There is a massive shortage of property renting options, and this keeps newcomers to town and growth away.</p>
28	<p>Don't agree with any of it, don't agree with the wall as we will then be living in a bathtub. Remedial works already undertaken if maintained will be enough.</p>
29	<p>You missed giving a timeline. Also, how it will all be funded because we KNOW the budget will blow out (it always does!). Also, will people be forced to move? Will this cause people to lose property value? Will people find it hard to get insurance? . I am all for making the town better, more connected, more safe, more modern etc but not a fan of forcing people to move, or making our already high rates rise even further to fund this. Also, PLEASE make it clear to people that you are using three conjoined worst case scenario's in your modelling. The modelling itself is only as good as its data and the parameters you set. Modelling can make almost anything look likely...prior modelling of ocean rise has been hopelessly wrong, as was the modelling of covid death rates etc. I, for one, have lost faith in the way the modelling is conducted. I am not convinced that we are getting true facts. Does the modelling process have full and open transparency?</p>
30	<p>You people allow coal trucks to run through residential streets 24/7 - The chances of you doing something that isn't in the best interests of mine and mineral sands companies is about zero.</p> <p>Empty houses in Stafford St when people are homeless and living in cars soon to be occupied by corporate employees.</p> <p>Where's the street plan for the Alma rd development? Who's going where. No one can agree to something they haven't seen.</p> <p>Why is the flood protection for the domain/Queen street held back and linked to Carter's beach? Is the plan done? Who has stopped it's publication and why?</p> <p>Any vote taken by council after this public consultation is null and voided by the public not having the relevant information.</p>
31	<p>there is alot of mis information around the position of the new town. Pakahi range rd to the right and further up the track to the left as well is private land, not government land like the tv article had suggested. pamu land is approx 1.5 km up that rd</p>
32	<p>Huge economic, social, environmental, recreational opportunities. Game changer for Buller. Hope government gets behind it.</p>

33	<p>Give new satellite town a name, reflecting a separate identity from the existing town of Westport. That name can subsequently be used to draw attention to activities in the new development, while allowing Westport to retain its own identity.</p> <p>Diversify the new township into neighbourhoods with own identity, allowing new residents to choose their preferred dwelling location and type (main street / side street / cul de sac , free-standing house / townhouse / tiny home / apartment block etc., rather than a 'one development fits all' suburbia with driveways, fences, and beige spec homes like the recent developments on the western and northern edges of Richmond.</p> <p>Relocate existing timber-piled homes? This would be a relatively low-cost solution if new sections are affordable, however building regulations and any covenants should allow such relocations. If carried out well, this could create a "heritage" district with character housing.</p> <ul style="list-style-type: none"> <li>• Look to increase local employment opportunities by attracting labour-intensive activities with long-term outlook, such as new aged care facilities. This would generate initial construction-related jobs but more importantly many permanent staffing jobs. Such jobs would anchor existing residents here and also attract new families through offering job security, good lifestyle and affordable housing. It also offers additional opportunities for ageing Buller residents to remain in their local context, which currently relies only on O'Connor home (low-lying and situated behind a flood wall).</li> <li>• There is limited reference in the master plan to office / light industrial activities in the new settlement. Most activities mentioned related to housing, outdoors, hospitality, retail. Lack of daytime occupational activities would make the new settlement largely a commuter satellite town of Westport.</li> <li>• Westport is one of few places that have their own "factory" producing ready-made houses. This is an asset that could be leveraged in the development of the new township.</li> </ul> <p>A few thoughts to add to the mix:</p>
34	<p>The first point of a future plan for Buller must begin with a high level of revitalization of Westport; making it attractive to business and commercial investors and appealing to home buyers.</p> <p>Currently, there has been much negative country wide news about Buller. The idealistic goal of attracting growth therefore must be based on actual growth starting to show. I do not believe there are enough current indications that this region is attractive for growth. Building a Master Plan on growth through gradual relocation is therefore idealistic and has little basis in realism.</p> <p>Moreover, the value of, and lack of movement in real estate in Buller is highly indicative that the region has little potential for growth, it has gone past stagnation and is proceeding into death throes. Hence I emphasise that revitalizing the town and surrounds, upgrading infrastructure, improving the main street and shop fronts, ensuring all shops are vibrant trading places, fostering good will and unity between council and rate payers, these are the building blocks for a brighter future. Not a pie in the sky ideal of growth away from what already exists. Once the existing town flourishes, further expansion will occur spontaneously.</p> <p>Amongst the rate paying community there is a great deal of mistrust and</p>

anger towards the council and its activities. This is a huge impediment to positive movement and any rectifying of this status quo will take much work and a great deal of time. But it is an essential element towards success, and if ignored will continue to erode future plans.

It is all very well wanting to ensure a safer, natural hazard resistant zone for future generations, but I don't believe that the area indicated in the plans can fulfil that hope. All of NZ is hazard prone, geological surveys at selected points do not guarantee safety from for example liquefaction at another point. And if the infrastructure in the new zone is neglected as the current one has been, then there are no future safeguards against floods either.

This whole plan, in my view, is based on the ideals, vision and integrity of one man. He may have a team supporting the process but it essentially remains his ideal being expressed. What happens when he is no longer able or willing to continue in that role? In other words, what legal safeguards are there well into the future to ensure this plan does not simply fall into the greedy hands of developers?

I am firmly against the formation of yet another SPV. There are too many negatives and potential loopholes to serve the community well in a fully transparent manner. The current SPV's are already major cause for concern and are in my view, perfect opportunities to mislead rates and tax payers about public spending.

Constant focus on the deprivation index and age demographic of Buller is in my view a cheap shot at minimising the value of the people who call Westport home and classifying us as lesser able beings with little understanding and knowledge and therefore unable to envision a better future for ourselves and our offspring into the future. It is demeaning. The contents of individual bank accounts and age does not justify the high-handed approach and to over ride community hopes for itself.

Please pause this plan; it is not entirely negative but the amount of money being spent on this process is idealistic, missing the target and will not succeed without considerable collateral damage to Westport.

QUESTION: In the interest of transparency are all of the comments received via this forum going to be published? If not, that is another factor that would concern me enormously.

35	<p>It feels well thought through and the people presenting the plan seem genuine and knowledgeable to me.</p> <p>As a counsellor working in the space of flood recovery, I have seen people feeling most devastated about an unknown future after the floods and especially about the uncertainty about their equity. I wish money for such plan forward including action was worked on sooner so that affected people would have suffered less from anxiety and gained hopefulness sooner.</p> <p>The recent feedback from some of those clients about action finally being taken through floodwalls and further planning in regard to a long term vision, seems to have created relief and brought hope.</p> <p>Thank you! Keep up the good work! :-)</p>
36	unsure yet
37	Nothing. Thought it has been wellrhoyght out and presented
38	<p>The plan appears well thought through. I have not read through all the detail but strongly encourage making areas youth friendly with things like cycle trails to Westport to encourage independence, as well as being able to make use of natural features for kids to be outside and playing. Also for families with differing incomes to be catered for in the new area, as slumification in areas of westport would be a concern.</p>
39	<p>I don't see any particular gaps. I think that it is a excellent piece of work that has created a robust founding plan to move forward with, and obviously long overdue. Great work.</p>
40	It's a very thorough, inclusive master plan that is very much needed

41	<p>In general the plan is really good, the area has so much opportunity and its good to see the planning done, some consideration should be given to:</p> <ul style="list-style-type: none"> <li>- Activator role in the business area of Westport. Introducing a position to establish continual markets (weekly), encourage shop front betterment and beautification of the main street.</li> <li>- Maybe this role can also assist with tenancy's? Encouraging new businesses.</li> <li>- Would need funding for this for first few years to add vibrancy to Westport (not ratepayer, maybe Development West Coast)</li> <li>- More organization over local events, co-ordinate the events calendar - New events e.g Matariki, Sand Castle Comps, Buddy up with Hokitika on the Driftwood competition (coast vs coast) - make whitebait festival even more awesome with evenings of events etc - know that this would need funding for events, but can corporate sponsorship etc go a long way towards this?</li> <li>- Just a general feeling that adding more vibrancy in the short to mid term in Westport will help in the early stages of this plan and encourage Westport to thrive - encourages people to come over and visit, holiday and even move over to assist with growth.</li> <li>- early stage of 'new area' (needs a name!) thoughts about activation</li> <li>- Events spaces/community halls which can host events, markets etc. Maybe also backs up as an evacuation point if needed?</li> <li>- Market gardens in the early stages, local food opportunities - and then farmers markets?</li> </ul> <p>this creates a gathering point in the 'new area'.</p> <ul style="list-style-type: none"> <li>- Is there any way to create some revenue from tourists? They do use local facilities that the ratepayer pays for - does new govt rules on bed taxes take into account travelers by van/motorhome etc?</li> </ul> <p>Overall i do support the concept of staged growth, but Westport first for vibrancy while the work gets undertaken in proposed area. And if Westport does ever have a disaster over time at least there is a back up plan if needed.</p> <p>Of note, Omau/the Cape is an amazing area of the district, although its good to see Holcim area being developed i think there needs to be a wider plan so we dont loose the potential of the area.</p>
42	<p>Since the existing town is built largely on a floodplain, it makes good sense to nudge the focus of future growth to a more defensible area.</p> <p>Having regard for population growth, Bridge capacity and Public transport options should be considered alongside programmed maintenance of infrastructure built.</p>

43	<p>I absolutely believe we need a plan for our community, I wholeheartedly support this draft plan- for me this plan looks at the opportunity for growth and imagines what is possible rather than just solely looking at risk. If we are looking at growth and moving forward I would love to see green community spaces where people can gather and connect, I would love to see space that creates opportunities for connections and business to co exist. Within neighborhoods is there scope for cafes/coffee shops next to playgrounds. I would also support dog friendly spaces and if we are looking at new developments a blend of good sized sections with green/recreational space. I love how the plan explores ways to grow while also considering those who may be equity locked. The overall draft plan is well considered and future focused. As someone who supported flood victims, having a plan that provides hope, possibility and growth is key to wellbeing and critical for the future of Westport.</p>
44	<p><b>Flood Protection Work:</b>  The flood protection work seems reasonable to me. I understand the need for the stopbanks to protect important assets whilst remembering that they are only a stopgap until a more resilient Westport can be created. I am pleased that the major part of the stopbanks will not be hugely imposing structures but more so natural, low slope earthen banks which can be vegetated. I have read that other materials will be used in defined areas. I have asked where they will be used, through the email address concerning this project but the answer I have received was totally unsatisfactory. It said,  'Thanks for emailing us. There is only one week left to submit feedback on the Draft Master Plan, which is one of the projects under the Resilient Westport Programme of Work. This is separate from the physical defense structures, such as floodwalls. If you'd like to give me a call, I'm happy to talk through the different projects, or you can check out the links below, which outline the various areas of work under Resilient Westport.  Steph Newberry'</p> <p>The one issue I have is that of the Organs island area. IT IS A MESS! I was so disheartened last time I was there, with access to the river virtually impossible, and weeds - crack willow, brambles/ blackberry dominating as thick scrub, and haphazard massive piles of gravel all over the place. I sincerely hope that revegetation DOES NOT INCLUDE CRACK WILLOW!</p> <p>I WANT TO SEE THE ORGANS ISLAND AREA TIDIED UP TO BE MORE ENVIRONMENTALLY APPEALING TO BOTH WILDLIFE AND HUMANS.</p> <p>I believe that it is sloppy work practice that has created the Organs Island mess.  I am aware that WCRC has recommended planting crack willow to control bank erosion, at least in the past, but it is now classed as a noxious weed and listed in the NZ Pest Plant Accord.</p> <p><b>Stormwater:</b>  The best solution to the stormwater problem is to separate it from waste water.  I acknowledge that lifting pumping stations and installing valves are good initiatives. Creating rain gardens and detention basins sound like really nice nature-based solutions as well and to see Westport adopt this would be very nice.</p>

	<p>Master planning: 'protect, avoid, retreat and accommodate ' This is a good maxim in looking to the future of swampy Westport. The goal of Master Planning is: To plan growth areas for the greater Westport area that are less exposed to natural hazards To identify and promote new economic opportunities for the area. Provide a long term strategic town plan for growth and potential relocation, post a natural hazard event occurring. These are intelligent goals for swampy Westport.</p> <p>'Create a scaffold of infrastructure for the future, the pathways and roads needed for a new development' - this is a good way forward.</p> <p>Securing some PAMU land for town development is good. It is essential to acknowledge the importance of our port area, and there will always be infrastructure including industry, retail and accommodation around it. Then there's the beaches, but anything non-essential to the port needs to be relocated.</p> <p>Heritage buildings: What about historical structures? We can't abandon our history. Heritage buildings need to be protected and preserved into the future. I was dismayed to see the stone building on the port side of Adderley St near Lyndhurst St, gone. It must have been over a century old. I would like to know what happened to all those valuable stone building bricks/blocks?</p> <p>New town centre: A very important aspect is the need for a well-planned, attractive town centre. The danger is that, with our small population base, a central hub in Buller/ Kawatere, will, for some time, be too spread out to make an impact. Hopefully, as time moves on this issue will settle down as the 'new' town builds. It may be that for a while, during its adolescent phase perhaps, it could become chaotic; but a well-planned and attractive town centre, especially if the new town's setting is scenic, in keeping with scenic Kawatere, would no doubt ease its birth pangs. The proposed site for a new town no doubt has fantastic views of Bucklands/ Mt Lyell/ Paparoas. A large water feature is always a drawcard for a town centre - possibly a wetland (saved from the diggers?), with its beautiful array of native plants. A new town needs planning around its centre to make it attractive, and ideas need to be picked up from progressive towns globally. A simple mandala design could put a water feature (wetland?) at its centre, with a pedestrian ring around it, then ring of retail and cafes opening into it, with road access behind the retail.</p>
45	The proposed development area needs a name. Most people refer to it as "Alma Road" .

46	It should be part of LTP for Buller District Council as I'm very concerned funding to continue this work will dry up and the work undertaken to date lost.
47	This is an opportunity for Westport to be in-charge of a way forward that everyone can benefit from. The inter-generational nature of the Plan means that it is future focused while addressing the current and ongoing needs of the community. The process to get to the plan has been inspiring. Well done.
48	<p>Creating a pre-zoned, accessible, and serviced (3-waters + power) precinct for a Westport 2point10 is an excellent initiative.</p> <p>There are a couple of items I believe could be clarified moving forward:</p> <p>a) The economic sustainability of existing businesses and the port &amp; fish processing plant needs to be described in more detail; for example how road access/infrastructure to the existing Port and Commercial area will remain both sustained and unburdened.</p> <p>b) I also believe there should be a statement in the Master Plan that assures stakeholders that a social equity lens will be part of the ongoing planning process. I had previously suggested the ultimate offering of land tenures could include leasehold ... aimed at ensuring some of the land tenures will be affordable for those choosing to relocate.</p>
49	I think this has been a good solid process and I've enjoyed being involved with the ability to be heard in the development of this future planning for Westport. The hard work starts now in ensuring this moves from idea right through investment, implementation etc to bricks and mortar on the ground in future growth locations. Anything less would be a tragic waste of time and money. We 100% need a comprehensive plan that protects what we have and allows us good options for sensible future growth down the track and without this, we meander into the future with uncertainty! Good work team and thank you for your efforts.
50	<p>This plan provides additional financial risk to anyone within the current Westport township while also spending central funds that could be better allocated to protecting what we already have.</p> <p>Current and past ratepayers have invested in Westport on the understanding that we are safe and that we will continue to be protected. Any funds directed at this town should look after the people who are already committed here, not to some unknown future residents.</p> <p>Houses in teh Westport township do not all fit the same risk profile but will be tarred by the same brush.</p> <p>No consideration has been given to future dynamics where residents of the new development will eventually outnumber the current township and will likely vote for a rates differential, thereby again compromising the value of property.</p> <p>Even a documented wait-and-see approach with "triggers" will still erode confidence and the future value of Westport property.</p> <p>No resource (money or man-power) destined to improve Westport should be dedicated to anything other than the best interests of its current ratepayers.</p>

51	<p>Making people more aware of funding and business support (e.g through development west coast) to start some new businesses          Slipway in the wharf for engineering needs for big marine boats - would bring in a lot of business while its being done too.          Marina.          Surf cameras up the tip and bay. Signs pointing to beaches.          Beachfront accomodation (boutiquey boho style).          Road from Karamea to Golden Bay.          Rooftop bar.          Artificial reef for recreational fishing.          Wharf front businesses! (Accom, bars, restaurants)          Botanical garden with sculptures.          Festival/market site.</p>
52	<p>As an ex-Harbour Master of the port, surely my experience as Port Manager and Pilot would have been contributed to discussions. These statements, "the port is a vital lifeline for industry" is wildly incorrect, emotive blackmail, and shows that no knowledge or insight has been used. It will not be a critically important future asset as one of the adaptive anchors... Absolutely uninformed twaddle</p>
53	<p>Additional thoughts: In case of emergencies, having emergency pods spaced around the old and new areas, readily to be accessed if required, by the community.</p>
54	<p>A summary of the key steps and an indicative timeline would be useful. Then it could be updated as required &amp; used to track actual progress, so people can understand what is happening.</p>
55	<p>Well thought out- there is a need to plan for expansion of the town and be pragmatic about it. The last 3 subdivisions have been some of the hardest hit or at risk. We are a rural town so section size is a consideration to keep a rural feel. Inner city 400m3 sections don't invoke being on the coast or to aid in the escape of a city dweller to come to something they've already left behind. Cost is a major contributing factor in a project where selling the land is key especially to a demographic of below the average mean household income but let's not sell our sole to a developers win-win. Having pet friendly spaces or a dog park and trails around the lakes early-within a couple of years should be an easy win to have local interest in the wider project as well perhaps injecting early investment. Ie we were the first build etc</p>
56	<p>You haven't considered the ability of flood defenses to be adapted over time as the need arises. The bulk of Westport more than a metre above Mean High Water Springs. At the south end of town it as much as 3m above MHWS. The main risk of flooding is from the River. This risk can be adequately mitigated by well planned and built flood defenses which can be adapted - raised if needed in the future.</p>
57	<p>This Plan is consistent with the Regional Council's current approach to increasing community resilience to natural hazards.</p>
58	<p>Links with AF8 planning, promotion of Westport as a strategic port and centre in a remote area in terms of defence, and the roll of increased eco tourism in a world with declining natural habitats.</p>

59	Nothing comes to mind
60	<p>Earlier engagement with people from elsewhere around the Buller District (but most affected by any potential disaster affecting Westport) with an educational focus about why people around the district should care about what happens to Westport in terms of economic impact and aspects such as Westport serving as a hub for the Buller District, housing essential services, agencies, and infrastructure like the port and airport. Economic activities and investments in Westport can potentially benefit surrounding areas through employment opportunities, business growth, and infrastructure. Community Services: So many crucial services, including healthcare facilities, and crucial support offices are typically (and actually are) housed in larger towns like Westport. The quality and accessibility of these services can impact residents across the entire district. Some locals won't necessarily worry about this but for tourism and cultural significance, Westport acts as a gateway for tourists exploring the Buller District. Developments in Westport, such as cultural events, heritage preservation, and tourism initiatives, can attract visitors who then explore and spend in other parts of the district.</p> <p>In terms of a district identity, the perception and image of Westport can influence how the entire Buller District is perceived. A vibrant and well-functioning Westport can enhance the overall attractiveness of the district for potential residents, investors, and visitors.</p> <p>The very obvious; Infrastructure and connectivity: Investments in infrastructure in Westport can improve connectivity and accessibility for residents and businesses throughout the Buller District.</p> <p>I think the comms are starting to engage further residents, it's engaging and interesting so well done on that :) but no harm reiterating and making it a bit more obvious and direct as to why we should all care.</p>
61	Get the basic infrastructure sorted out before we pay for this airy fairy highly descriptive word salad.

62	<p>You have missed the very start. Identify the problem and then troubleshoot.</p> <p>I attended all of the workshops. There was a lack of knowledge about the town the history and the problems and fixes that have been carried out over the years.</p> <p>Examples such as investigating what went wrong with the floods, how could an average flood cause so much damage this time ?</p> <p>I don't think I have seen an investigation or report into all of the factors. I had a list of 45 plus, most involved human error or negligence.</p> <p>The damage, for the most part, was man made.</p> <p>For the town to have a future we need to sort the off shore situation out. The sandbar is impacting Carter's beach, the harbour entrance and is now heading along the front of the North Beach.</p> <p>The town has moved itself from the sea by over a kilometre since 1880. It may easily add another 300 metres to that in the next 20 years or so.</p> <p>The experts have spoken of the various threats. I consider all to be ill-conceived and based on flawed data. Some are nothing more than fabrications.</p> <p>There are some extremely knowledgeable people in the Buller community. Many of them feel completely shunned and ignored.</p> <p>Consultation should be more than insultation.</p> <p>This is an election year and the people will be talking about topics such as this.</p> <p>That may well be the real survey.</p> <p>Cheers.</p>
63	None all good

64	<p>I am very impressed with the plan and hope that securing the farm land from the government is successful.</p> <p>I like the way that the Council could manage the "tagging" of Westport property titles to appropriately matched titles in the development. Thus avoiding any uncontrolled developer scramble that short sighted profiteering could cause.</p> <p>I notice that the port of Westport is considered to have a future viability and that the commercial area of Westport around the port will still be operational, at least in the medium term, and will be the Buller Districts WestPORT. That is awesome.</p> <p>My comment is that the proposed 'new development' from the start could be named Kawatiri.</p> <p>At first, Kawatiri could be treated and known as a suburb of Westport and as time goes on, depending on the eventual eroding sustainability of Westport's most vulnerable areas, Kawatiri may actually supersede Westport as the major population hub of activity etc. and evolve into the major town.</p> <p>Then Westport could really be known as WestPORT and be functional as the fishing and trading port whilst maintaining the historic attraction as the 'old town' of Westport.</p> <p>The PORT of Westport may never get washed away and remain viable for as long as it could possibly be planned or foreseen. However, the security of the development investment into the new town of Kawatiri will allow the inhabitants to at least sleep safe at night free from flooding.</p>
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65	<p>You describe the key elements of the draft Master Plan as: (1) Being good ancestors, (2) A shift in mindset, and (3) A conceptual framework. I appreciate the need to plan for the future and mitigate the risks the Buller River presents to Westport. My general impression is of a summary document that is very aspirational and future focused but although it specifically mentions "The Westport Way" it does not seem to acknowledge the uncertainty and concerns this plan raises for residents. I think the content you have missed, that people like me (whose flooded home features in the picture printed on page 7 of the Summary of the Master Plan) are concerned about, includes: (1) How do we retain value in our homes and properties (as the biggest asset most current Westport residents' own)? (2) How do I and/or the future generations of my family afford to move to the proposed stronger, safer, more prosperous future when reinvestment in the core infrastructure in "old town" (Westport) ceases and community assets are relocated?</p> <p>The Master Plan Summary contains rich descriptions about the creation of "new town", its associated cluster of settlements on high ground, and the new sustainable economy this future will bring - however, all that will be left of Westport is described as "a Service Town and Port Main Street" which gives me no real picture of what, if any, residential base remains, so (3) How does the Master Plan ensure no one gets left behind?</p> <p>It would be great if there was a 4th key element in the Master Plan that specifically encompassed affordable pathways for all Westport residents to relocate to new properties in the proposed higher ground communities under a scheme that protects existing home ownership equity.</p>
66	More public consultation needed
67	A thorough assessment of biodiversity values and plan for species protection in areas that will be cleared for residential properties in the gradual move, and a plan to clean up and remove the rubbish left behind in Westport are two areas that should precede relocation.

68 While I have lived in Millerton for 52 years, I face the prospect of needing to move into Westport when I lose confidence in driving. Westport has so much to offer for retirees—so long as I can walk to it. Pavements for the elderly with walkers need to be smooth.

What I can afford is cheap, old, and in the flood zone. Therefore, I have a vested interest in the revitalisation and protection of the township.

I was a volunteer first responder during the first floods. Ambulance electronics got killed in deep puddles getting into the hospital. I was disappointed that the new hospital was merely raised. The roads to it will still be flooded, and in the dark, you can't judge depth changes between one trip and the next.

I am also aware of the ongoing risk to travelers to and from "out country", getting trapped by floods and slips. I always carry food, water, warm clothes, etc. In the second flood, I joined the Civil Defence team based at the old cement works. The road to the site was also flooded.

Several friends' homes were red-stickered. Others refused to abandon their pets their cats and dogs are like their children, but emergency services don't consider this. An 80-year-old spending the night in a primary school on kids' chairs is not a good option either.

I agree that the new center suburb can grow on the Pāmu land as a great long-term investment. However, we still need Westport. For an oldie like me, it is too far from services.

My mum died at home at 102, so I have some 20-plus years to survive. I will likely have a cat or dog companion. I will want to load the cat box into my walker, tie my dog to it, and walk to a safe location—ideally one enhanced with kennels, cat spaces, tethering for horses, and stored stretchers, along with an adequate toilet and showers.

Possibly, a new facility on higher ground could be used for dance, craft, indoor sports, and project groups in good times—just some clever planning.( ie. Multiple rooms with hooks for dog leads so several dogs can be safely contained in an emergency) In Japan, there are signs to high ground and safe water levels, so I know where to run when the shit hits fan.

This is the short-term plan: ensuring the dependent population can still thrive and be resilient, rather than needy or suicidal. Flood-prone areas can slowly become green spaces with great walking tracks, planted by volunteers, and even made predator-free from the start.

Maybe we can learn from monsoon countries with stilt housing. Much of the coastal flooding was from upswells through drains, not from raging rivers—perhaps building requirements need to reflect that.

69 Resilient Westport submission - Sunday, 9 March 2025

I live in Westport and don't usually venture outside of the area between the two bridges - so I have only commented on Westport and what I know. I really appreciate the effort made in developing the Master Plan and the knowledge/information that is now available. Plus the website is great. I've even signed up to receive the newsletter. So, thank you. I have studied the Westport Way poster in the window of the Westport library. I have attended a Saturday morning talk by Paul Zaanen at the Resilient Westport office on Palmerston St. I have checked out the Master Plan website. The following is based on what I've learnt from these efforts. Reading through the information that is the basis for the development of the proposed area near Gillows Dam, I concur that this area seems a good choice as:

- It is safe from flooding and inundation.
- It is close to the existing Westport community with its services and shops.
- It is in the existing locale.
- It is close to Hwy 67.
- The land is currently owned by the government agency Pāmu Farms making it more likely that it can be acquired. The soil is not suitable for horticulture/ cultivation of food.
- It is elevated and has good views (so I've been told).
- It is close to a possible recreation area.

Benefits It makes sense to me that the community now considers creating a development plan for the Westport area as our town grows out to the boundaries of the floodwalls/stopbanks.

This new proposed area also will provide a plan B if a terrible event occurs that requires many homes in the current area between the bridges, to be uninhabitable. The example at the discussion meeting was how the area of Rolleston blossomed after the Christchurch earthquake. It was an area that was ready to go.

This new area will be our ready to go place. As the development in this new area will be controlled, sections can be released in a staged manor. Having this planned area in place will allow the people making the decisions regarding future water and sewerage services to include this area in future plans. Having available water and sewerage services will allow for smaller sections.

Westport Way poster in the window of the Westport library

1. Growth for Westport is shown as 0. Does the 0 growth refer to the area outside of the floodwalls/stopbanks? Does it take into consideration the potential subdivision of the large tracks of land within the floodwalls/stopbanks e.g. Westport Kiwi Holiday Park & Motels on Domett St?
2. The poster also has some text saying that Westport will be relocated/moved. Is there an anticipated time frame for this? The words used make the move sound imminent.

Talk at Resilient Westport office

I also attended a talk at the Resilient Westport office on Palmerston Street. Hats off to Paul Zaanen for talking us through the development of the plan and the need for it. He answered questions well and knew the answers to issues that people raised.

One of the concerns raised was that the Westport area, as it is currently defined, will be ignored and become a slum - as all the attention is focused on the development of the new area. Perhaps the plan for maintaining and improving Westport ought to be presented along side the development for

the proposed extra area. Maybe a group of interested residents could meet and come up with a list of things that would ensure the viability of Westport and then pull in volunteers to make many of these tasks happen. This group could be provided with a small fund to cover printing costs plus several hours of admin support.

Someone at the meeting raised the issue of naming the proposed extra development area - a name different than Westport. I think this is a good idea as this would provide a clear mental differentiation between the two areas. This would also reassure Westport residents that the town will not be picked up and moved any time soon (unless absolutely necessary of course).

Another concern raised at the meeting was the length of time and the delays involved in getting approval for the subdivision of property inside the floodwalls/ stopbanks. It was pointed out that the RMA (which covers subdivisions) wants to ensure the development is good for 100 years. I suspect the real issue is that BDC are waiting for the floodwalls/stopbanks to be completed and the final data available for more accurate modelling. The WCRC was slow off the mark in getting the floodwall/stopbank project underway, and it is this reason that is at the bottom of the complexity of the approval of subdivisions.

70	<p>The master plan should be about Westport and the whole district: growth, employment, increased population, health services, education—keeping the main town of the district vibrant and alive, not just a main street revitalisation.</p> <p>Instead, 98% of this plan is about a new town/satellite town. So, give this new satellite town a name and identity. Stop calling it part of Westport because it is not. The proposed area is three kilometers away. It is not a suburb. It is not joined. It is a new town (or might be) in 50 to 100 years. Give it a name. The area is near Gillows Dam and Collins Lake, but it's actually called Bald Hill, and most of this area is Pakihi land, which is characterized by flat, boggy land with infertile, waterlogged soil on which only rushes, ferns, mosses, and manuka grow (from Wikipedia) and some has been flipped. This area has very few trees, is bitterly cold in a southerly, and gets over three meters of rain per year. All very inspiring—not. But this is above the river and has absolutely no services or infrastructure.</p> <p>So, who will pay for this new satellite town at Bald Hill? How many households are proposed to live up there? The present ratepayers should not have to put any money into this venture. It should be built by developers, not the Buller District Council or the West Coast Regional Council.</p> <p>The floodwalls, once built, must be maintained for the long-term solution. With mitigation measures put in place, properties in Westport should still be able to subdivide and build houses on them.</p> <p>The development of a satellite town should not come at the detriment of properties in the township of Westport and Carter's Beach.</p> <p>In Canterbury - Rolleston started as a train station in the 1860s. Kaiapoi and Rangiora began developing in the 1850s. Development – well seriously only happened in the late 1990s, and then took off after the Canterbury earthquakes. But it was the developers who led the way, and Christchurch continued to grow and build houses with mitigation methods. After reading all the wordsmithing in your documents, FAQs, newsletters, and leaflets, I have three things to say:</p> <ol style="list-style-type: none"> <li>1. Give the satellite town a name.</li> <li>2. Ratepayers should not pay for this new area.</li> <li>3. Let Westport continue to build houses and subdivide sections with realistic mitigation criteria.</li> </ol>
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71	<p>There is a deprivation of 9 in Buller, which means many of members of our community are unable to achieve financial betterment. The master plan is not clear on how to support deprivation.</p> <p>It says Westport has one of the highest housing stresses in the country, with a limited housing portfolio of warm and dry homes. The master plan is not clear on how about current residents with limited affordability are going to be supported to have access to these new houses, or how they can have their own properties and investments improved. Master plan says people have the choice of rebuilding or relocating to a lower risk, however, the plan does not mention how current residents that have been invested in town are going to be supported to rebuild or relocate their place to new development.</p> <p>The plan states the floodwalls are not a long term solution for Westport. So, what will happen with those that cannot afford to purchase a new home? What would happen with the property investment of those that have purchased in town?</p>
72	<p>The Master Plan in summarising what most people know about the various areas in and around Westport does so with nice graphics, however the sentiment throughout the document is of a self serving consultant. The term "Future New Town" is insulting and highly charged language with respect to those that live in the "old" town. The flooding in 2021 and to a minor extent in 2022 in my view can be put down to years of neglect to the maintenance of the river itself, the rock walls, dredging and so on when the town hit the wall as Government policies and global policies (The Cement Works) throttled the town and it went into decline. When you live beside a river, or the sea or a faultline or a forest prone to fire you need to be constantly vigilant. I read a report this morning that said 80% of NZers live near flood prone areas - so we do and so we must be vigilant and not forget that fact!</p> <p>The low cost remedial work, the flood walls, the Port enhancement works are all contributing to a long term future of the town on the current site. The substantial rebuilding of the wharf structure is a critical flood wall protection for the CBD. The planning measures of higher foundations introduced post the 1926 flood again are being implemented. The Buller Medical Centres detailed analysis of flood events over the next 100 years has it operating safely for all expected eventualities. The town had been expanding into unwise areas as amnesia and laziness crept into local Government. The Eastons Road area is a case in point. Some of development in the 70s and 80s in the period of "Amnesia" did not allow for any flooding at all and many house foundations on concrete slabs were too low to the ground.</p> <p>The Alma Road area is an area for future expansion of the town itself not a "Future New Town". I envisage a small localised shopping centre, much like the Market Square corner of Karamea but smaller. A 4 Square Store, A General Store, a Café and 2-3 small commercial spaces with up to 50 - 100 houses in the first ten - fifteen years and that should be the limit of the WSPV. Beyond that test the concept, check the performance of all the flood protection in the town itself and update all predictions</p>

73	<p>The most critical hazard for Westport is the flood potential. the Master Plan must not detract from this, it is a priority issue.</p> <p>Protecting Westport from flooding will ensure the community has time to develop a long-term plan for the township's overall hazard landscape.</p> <p>Funding flood protection for Westport will come at a significant cost to current ratepayers, and this must be a serious consideration in the implementation of the Master Plan concept. Current ratepayers in Westport and the Buller District must not be burdened with costs that do not provide the essential flood protection needed for the next 50 to 70 years.</p>
74	<p>A Plan for Westport BY Westport – this has my full support. Hence I would like to make the following points:</p> <p>Future development for Westport is in my eyes first and foremost about making Westport / Buller a more attractive place to live in.</p> <p>Growth only happens when people LIKE to live here, shop here, buy property here (because it will hold its value!!) as well as CAN AFFORD to live here and have a level of trust in the local government.</p> <p>What I have observed in the years that I have lived here is insurance cost rise exponentially, rates going up &amp; up &amp; up, the cost of rubbish removal becoming almost unaffordable (so that people more and more resort to burning it), a hospital being reduced to a health centre and a growing dis-enchantment with local government which is lacking accountability and transparency to its funders.</p> <p>A plan for Westport needs to address these points. These are quality of life factors. Working in the social services sector, I am extremely aware of the growing hardship, the lack of health care and rise in poverty in our community. If you asked people on the street where energy should be invested to make their life better here, it would be these areas.</p> <p>Regarding the environmental risks for Westport, I was very interested to listen to an interview with some locals on Reality Check Radio that was broadcast in December</p> <p><a href="https://realitycheck.radio/replay/desna-bruce-paul-reynolds-adriana-de-ruiter-james-from-save-buller-fighting-back-against-buller-district-council-to-relocate-westport-their-absence-of-data-and-truth-behind-westports-flood/">https://realitycheck.radio/replay/desna-bruce-paul-reynolds-adriana-de-ruiter-james-from-save-buller-fighting-back-against-buller-district-council-to-relocate-westport-their-absence-of-data-and-truth-behind-westports-flood/</a></p> <p>Food for thought.</p>
75	<p>Plan ahead to lobby the government to save all of the West Coast. We need doctors. Act on information and make improvements for future populations that will be moving to Kawatiri.</p>

76	<p>1. The community members cherry-picked by the Buller District Council Senior Management Team to represent the community have conspired to direct the results.</p> <p>2. The zoning of the possible location site to attain long-term resilience could have been achieved at a fraction of the cost.</p> <p>3. To plan to overlay 100 to 400 sections around the Alma Road community is utterly stupid and seems to be designed more to provide services to their gates at the taxpayers' cost, which will then force them to pay annual service charges for sewage and water, even though they have paid for it on their own. Plus, it will change the very nature of the area by mixing lifestyle blocks with smaller residential.</p> <p>4. Subdivisions have taken place at Balls Road, Elmer Road, Carter's Beach, Utopia Road, Powerhouse Road, etc., to provide for people choosing where they wish to live without \$750,000 planners zoning land to direct them to.</p> <p>5. To suggest that we today can plan for some sort of town...</p>
77	Waste of money
78	Protect the present town first
END OF REPORT	

## Appendix 2

The Interpretive AI embedded in the **Let's Talk** platform analysed survey comments to assess sentiment. Based on its evaluation of 78 responses,

- **44.9%** were classified as **positive**,
- **24.4%** as **neutral**,
- **12.8%** as **mixed**, and
- **17.9%** as **negative**.



## BULLER DISTRICT COUNCIL

26 MARCH 2025

AGENDA ITEM: 9

**Prepared by** Nicola Woodward  
Manager Community Engagement

**Reviewed by** Krissy Trigg  
Group Manager Community Services

**Attachments**

1. Buller Gymnastics Club
2. Charleston-Westport Coastal Trail Trust
3. Inangahua Reserve and Hall Subcommittee
4. Karamea Historical Society
5. Northern Buller Museum
6. Reefton Boxing Gym
7. Westport Municipal Band
8. Whenua Iti Trust
9. Homebuilders West Coast Trust

**Public Excluded:** No

### **COMMUNITY GRANTS: ACCOUNTABILITY REPORT**

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1. **REPORT PURPOSE**

Copies of the following accountability reports received are attached to this report for information:

- Buller Gymnastics Club
- Charleston-Westport Coastal Trail Trust
- Inangahua Reserve and Hall Subcommittee
- Karamea Historical Society
- Northern Buller Museum
- Reefton Boxing Gym
- Westport Municipal Band
- Whenua Iti Trust
- Homebuilders West Coast Trust

2. **DRAFT RECOMMENDATION**

**That Council receive the Community Grants Accountability Reports for information.**



## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Buller Gymnastics Club

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Nov-20 (month /year)

Amount received: \$ 4,180.00

Name	Position	Signature	Date
Main contact:	Joey Keen - Treasurer	[REDACTED]	04/11/2024
Second contact:	Nikki Diskin - Chairperson	[REDACTED]	09/11/2024

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
- Your organisation has 12 months to spend the grant received, and your accountability has to be filed before you can apply for another grant. You can only apply for **one grant per financial year**, this being from 01 July to 30 June.
- Any unspent funds need to be returned along with your Accountability Statement.
- **No further grants will be allocated to organisations that have not completed the accountability requirements.**

**How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).**

Fuel vouchers to get coaches to training sessions, competitions in outside of Westport	\$ 1,070.00
Accommodation for coaches to attend training courses and competitions outside of Westport	\$ 899.50
Food allowances for coaches while travelling for competitions and training courses	\$ 435.17
First Aid course in Westport	\$ 550.00
Coach wages to attend competitions	\$ 1,172.60
Rachel Gordon Training session in Westport	\$ 500.00
Catering for Rachel Gordon Training session	\$ 105.89
<b>Total:</b>	<b>\$ 4,733.16</b>

Amount unspent: \$0.00

	<p><b>How did this grant benefit your organisation?</b>  This grant has enabled our gymnasts to travel to 3 competitions this year. They were in West Melton (Chch), Blenheim and Hokitika. We excelled in all these competitions, thanks to our coaches.  The grant also allowed us to bring Rachel Gordon to Westport, to run a full day training course for our coaches and 3 parents that were interested. She taught how to safely start tumbling and flipping and advised our coaches on how best to utilise the space and equipment we have.  Lastly, thanks to the grant, we are able to send both our coaches on an intensive First Aid Course, where beforehand we have only ever been able to send them on the basic course.  We are so grateful for this grant to be able to extend our coaches and in turn extend our gymnasts!</p>
	<p><b>How did this grant benefit the community?</b>  Community wise this grant has helped our gymnasts travel away to competitions and expose our club and region to people in Blenheim, Hokitika and Christchurch. We have also used the grant to bring Rachel Gordon into our region, and use her expertise to help parents learn about the sport and about how they could start their coaching journeys.</p>
	<p><b>How many people did benefit from this grant?</b>  We have 2 coaches and 3 parents who benefited from this grant. We also have 84 members ranging from 3 yrs to 15yrs who benefited from attending competitions with their coaches or in class from the coaches upskilling themselves during competitions and training sessions.</p>
	<p><b>Compare the impact of the grant to the expected impact stated in your application?</b>  If your project does not support a Community Outcome insert NA.</p>
Social	<p>We have continued to run classes at full capacity, with a waitlist being operated. In regards to children attending competitions, we have seen an increase this year of children attending Hokitika and West Melton comps.</p>
Affordability	<p>We have managed to keep our books balanced this year thanks to the grants and fundraising efforts. We did increase class cost by \$5 per term after Term 1, due to our insurance and coach wages increasing unexpectedly.  We are still a 'cheap' sport in Buller, with the most expensive class being \$65 per term, with classes being 1.5 hours long!</p>

Prosperity	We have maintained both our coaches, and have our junior coach running classes independently on Wednesdays now. Through continual discussion with our coaches, we maintain them by listening to their needs and doing all we can to meet them,
Culture	We feel our club has a really good, positive culture, with children having a sense of belonging. This is evident in our retention of numbers, despite often clashing with dance classes.
Environment	

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**Westport 7866**

**or email [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**



**COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT**

Name of organisation: Charleston - Westport Coastal Trail Trust

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Aug-24 (month /year)

Amount received: \$ 7,900.00

Name	Position	Signature	Date
Main contact:	Richard Niederer (Chair)	[Redacted]	22-1-25
Second contact:	Larry Eade (Trustee)	[Redacted]	22-1-2025

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

Be Counted Technology INV 0357	\$ 7,215.00
Be Counted Technology INV 0329	\$ 1,712.50
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total:</b>	<b>\$ 8,927.50</b>

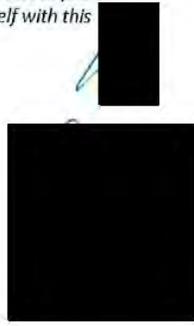
Amount unspent: \$0.00

<b>How did this grant benefit your organisation?</b>	<p>The grant for the trail counter enabled us to purchase 1 x new trail counter and to hire an additional trail counter. These counters will enable the Charleston-Westport Coastal Trail Trust to start recording more accurate figures of how many people are accessing and using the trail on a regular basis and record the months that the trail is more popular. Recording this information is mandatory for the trail to become a Great Ride once it has been completed and opened</p>
<b>How did this grant benefit the community?</b>	<p>The Kawatiri Coastal Trail is a huge asset to the community. It not only provides access to a trail that can be used by all ages and abilities for recreation. It connects both locals and visitors to nature and the interpretation panels along the trail highlight our rich environment and heritage stories.</p> <p>Trail counters take us one step closer to becoming a Great Ride and once this status is achieved the marketing of Great Rides will also lift the profile of the district.</p>
<b>How many people did benefit from this grant?</b>	36000
<b>Compare the impact of the grant to the expected impact stated in your application?</b>	If your project does not support a Community Outcome insert NA.
Social	<p>The use of more trail counters will allow more accurate analysis of the trail. This information is along with intercept survey information will be used to:</p> <ul style="list-style-type: none"> <li>- Determine the number of people using the trail for commuting between communities and to work. (reducing our carbon footprint).</li> <li>- Provide information to health services a to about trail usage for health purposes.</li> <li>- Understand the usage of particular sections of the trail to enable more accurate maintenance planning.</li> <li>- Having trail counters will also be a positive step towards gaining great ride status.</li> </ul>
Affordability	<p>The Kawatiri Coastal Trail is free to use and unlike many other trails around NZ it has no financial support from local council or central government. Installing trail counters is one of the steps required to become a Great Ride and although the funding has been reduced for Great Rides, the status of 'Great Ride' will be more attractive to sponsors and will give the trail a greater profile both nationally and internationally. If future governments decideto invest more into established trails then KCT will be in a position to take advantage of this support.</p>

Prosperity	<p>The trail is already attracting a large number of visitors to the Buller District. Increasing the number of trail counters will allow us to gather more accurate data and improved statistics will help businesses plan for volumes of trail users into the future.</p>
Culture	<p>The KCT is a highly valued community asset that highlights the best of what the district has to offer. The interpretation panels along the KCT educate both locals and visitors about the stunning and diverse environments the trail traverses and the rich Maori and European heritage stories of the area.</p>
Environment	<p>The KCT gives access to natives areas that were not previously accessible. By accessing these areas we have been able to introduce and enhance pest control initiatives helping to protect native fauna and improve the biodiversity of these natural habitats. To date the KCT volunteers have planted over 8000 native trees and have caught 350 rats and 40 mustelids.</p>

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Inangahua Junction Reserve & Hall Subcommittee

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Jan-24 (month /year)

Amount received: \$ 5,000.00

Name	Position	Date
Main contact: <i>Toni McCarthy</i>	Treasurer	<i>19/02/25</i>
Second contact: <i>Yvonne Hammond</i>	Chairperson	<i>19/02/25</i>

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

<u>Paid Retail Solutions Limited to install new double glazed doors in the North facing wall of the hall</u>	<u>\$ 6,670.00</u>
<u>_____</u>	<u>\$ _____</u>
<b>Total:</b>	<b><u>\$ 6,670.00</u></b>

Amount unspent: \$ 0.00

<p><b>How did this grant benefit your organisation?</b></p> <p>This grant allowed us to repair and improve the North Wall of our hall. The broken window and rotten timber were removed and a new double glazed, double opening door was installed. We hope that this change will help attract more private hire of our hall in the future.</p>
<p><b>How did this grant benefit the community?</b></p> <p>This change has brought more light into the super room and made it a more desirable place for the community to gather.</p>
<p><b>How many people did benefit from this grant?</b></p> <p>We estimated that 1000 people would benefit from this upgrade. This is based on the number of people that attend community gatherings, yoga, private hires and market days.</p> <p>People will continue to benefit from this project in the future as it is a permanent upgrade to our hall.</p>
<p><b>Compare the impact of the grant to the expected impact stated in your application?</b> If your project does not support a Community Outcome insert NA.</p>
<p><b>Social</b></p> <p>The community are enjoying meeting in the super room since this upgrade. The feedback has been extremely positive. The local fire brigade hired the space for their end of year break up, there is a flax weaving workshop scheduled and yoga will be recommencing soon.</p>
<p><b>Affordability</b></p> <p>This work has addressed the need for the repair to the North wall and the broken window which is important as the hall is our only community asset. It is the only place we can meet, socialise, hold events and gather if necessary in a civil defence emergency.</p> <p>There is now an alternative way to access the hall when private events are held which has improved accessibility and security of the hall.</p>

Prosperity	<p>There is still a lot of work that needs to be done to our hall to make it more desirable for private functions. However, this work has made an improvement and there are some potential private hires coming as a result.</p>
Culture	<p>Feedback from members of the community has been positive. Community members are starting to show interest in hiring the hall for their own private events. Having this work done has helped maintain the drive of the subcommittee to seek further funding from alternative sources to help address the deferred maintenance of the outside of the building.</p>
Environment	N/A

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Karamea Historical Society

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Aug-24 (month /year)

Amount received: \$ 3,909.00

Name	Position	Date
Main contact:	Treasurer	17-12-24
Second contact:	Chairperson	17/12/24

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

The Corks	Band	\$ 2,000.00
Buller Marathon	Table & chair hire	\$ 460.00
Karamea School	Venue hire	\$ 450.00
Karamea School	Setup & cleaning (4days)	\$ 1,278.76
		\$
		\$
		\$
<b>Total:</b>		<b>\$ 4,188.76</b>

Amount unspent: \$ 0.00

**How did this grant benefit your organisation?**

Funding helped fund the band, venue hire, additional table and chair hire and setup and cleaning throughout the event.

**How did this grant benefit the community?**

Having great music and venue.

**How many people did benefit from this grant?**  
450 - 500

**Compare the impact of the grant to the expected impact stated in your application?**

If your project does not support a Community Outcome insert NA.

As hoped a welcoming and relaxed atmosphere for everyone to enjoy themselves.

**Social**

**Affordability**

Without having to charge for Saturday and Sunday entry, made the celebration weekend open for everyone to participate.

<b>Prosperity</b>	NA
<b>Culture</b>	Our culture was celebrated and experienced with a good number of floats representing the years present and past. People exchanging stories of the past.
<b>Environment</b>	NA

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Northern Buller Museum, Granity

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: May 2024 (month /year)

Amount received: 5000

Name	Position		Date
Main contact:	Treasurer		18-Dec-24
Second contact:	Chair		18-Dec-24

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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**How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).**

Scaffolding to repair Station Roof	\$ 6,303.98
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total:</b>	<b>\$ 6,303.98</b>

Amount unspent: \$ 0

<p><b>How did this grant benefit your organisation?</b></p> <p>To allow us to move forward with repairs on Station roof. Volunteers feel aligned with Museums values and enhance our objectives.</p>
<p><b>How did this grant benefit the community?</b></p> <p>The safety of our community volunteers is paramount to us. The grant - and is appreciated - did not cover the cost of a professional organizations quote to re-roof the Inangahua Station so our volunteers will have to do this themselves.</p> <p>The cost of hiring Scaffolding for a month would be \$3,381; and it is likely we will need this for 4-5 mths for current projects.</p> <p>We have a Nissan Hut, and a large high roof area over the buildings as well; also Solar Power/Panels are planned. It is far more cost effective to have our own scaffolding.</p> <p>The Lyric Theater does not lend out its scaffolding so (later) the Museum will be able to assist the community groups when scaffolding is needed for community endeavours.</p>
<p><b>How many people did benefit from this grant?</b></p> <p>Many, Both local and Tourism based.</p>
<p><b>Compare the impact of the grant to the expected impact stated in your application?</b> If your project does not support a Community Outcome insert NA.</p>
<p>Volunteer safety. Volunteer involvement. Community asset.</p> <p><b>Social</b></p>
<p>Considerable savings over many years.</p> <p><b>Affordability</b></p>

<b>Prosperity</b>	Safely and availability will ensure the property will be able to be enhanced and improved without delays. The Community will benefit via access to this asset.
<b>Culture</b>	Culture of the Museum Trust is to Heritage and Community involvement. Culture otherwise is n/a.
<b>Environment</b>	The Museum Trust considers its Environment as to show care our Heritage and Archaeological Site.. and where applicable apply those requirements and principals that are afforded to us by law.

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Reefton Boxing Gym

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Nov-24 (month /year)

Amount received: \$ 2,000.00

Name	Position	Date
Main contact:	Secretary	20-Nov-24
Second contact:	President	20-Nov-24

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

Nz Boxer Equipment	\$ 1,105.04
Fight Times Equipment	\$ 462.51
Zenjo Martial Arts Equipment	\$ 60.40
Badboy Graphiz Uniforms	\$ 161.00
Badboy Graphix Uniforms	\$ 349.65
	\$
Refund back order items from Zenjo Martial Arts \$77	\$
<b>Total:</b>	<b>\$ 2,061.60</b>

Amount unspent: \$0.00

**How did this grant benefit your organisation?**

Our children have been thriving in their development. They have been working hard training and although they took some losses at Tournaments this season they have also won 3 x South Island Titles, 3 x Golden Glove Titles, 1 x Waikato Title, 2 x Canterbury Titles and 2 x Nz Champ Titles. Benefits for the children have been seeing the outcome of setting themselves a goal and showing up each week to put in the work, learning about how to keep fit and healthy and how to meet your aspirations. Taking a loss has a lot of learning in it where children can reflect on their performance and make new goals to continue working on their skills.

**How did this grant benefit the community?**

We have seen our children contributing to fundraising and being a integral part of our community which has some very positive outcomes for young people.

**How many people did benefit from this grant?**

21

**Compare the impact of the grant to the expected impact stated in your application?**

If your project does not support a Community Outcome insert NA.

Social

New purchases have allowed us to make improvements to the Gym. This allows us to provide a safe, tidy and welcoming environment.

Affordability

We are well resourced and have enough equipment for everyone. Our gym is inclusive for all new community members enquiring to join us.

<b>Prosperity</b>	Our youth have been getting more involved in the running of the club and helping to mentor some of our younger members. This has positive outcomes from youth to build leadership skills, patiences, respect ect.
<b>Culture</b>	All our children feel included and that their culture is valued. Our children show a strong sense of belonging.
<b>Environment</b>	Our gym is clean tidy and safe for everyone.

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Westport Municipal Band

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Jan-24 (month /year)

Amount received: \$ 3,721.34

Name	Position	Date
Main contact:	Rebecca Keoghan	16-Feb-25
Second contact:	Gina Hogarth	22-Feb-25

- Any funding granted must be spent as per the details. You may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

Marsh Insurance Invoice I02205441	\$ 3,721.34
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total:</b>	<b>\$ 3,721.34</b>

Amount unspent: \$ 0.00

<p><b>How did this grant benefit your organisation?</b></p> <p>The grant covered the annual insurance cost being \$3,721.34. This benefited the band by allowing us to teach, freely promote the art of music amongst members &amp; provide a venue for the community without the stress of financial burden to cover the cost.</p>
<p><b>How did this grant benefit the community?</b></p> <p>It benefited the community by allowing the band to continue operating, playing music for community events and promoting fellowship.</p>
<p><b>How many people did benefit from this grant?</b></p> <p>Approximately 15 regular band members, 140 Dance studio students and the much wider community who enjoy the music of the Westport Municipal Band.</p>
<p><b>Compare the impact of the grant to the expected impact stated in your application?</b></p> <p>If your project does not support a Community Outcome insert NA.</p>
<p><b>Social</b></p> <p>The positive social impact was to be measured by the number of band members in a year and regular hall hires to the local dance studio. The band has approximately 15 playing members maintaining a consistent number of members and the dance studio has approximately 140 students using the hall.</p>
<p><b>Affordability</b></p> <p>N/A</p>

Prosperity	N/A
Culture	<p>The positive cultural impact was to be measured by the number of events the band attends per year to achieve their objective and free tutoring in hours/ year.</p> <p>The financial performance reports have been completed with these outcomes recorded. For the financial year 2023 - 2024 the band attended 9 local events, and 1 band competition, being the Regional West Coast Contest in Greymouth. Free tutoring totaled 78 hours from various band members.</p>
Environment	

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Whenua Iti Trust (trading as Whenua Iti Outdoors)

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Apr-24 (month /year)

Amount received: \$ 2,500.00

Name	Position	Date
Main contact:	Mark Bruce-Miller	22-Jan-25
Second contact:	Liana Richards	22-Jan-25

- Any funding granted must be spent as per the details of your application and you may be required to verify this. Failure to adhere to this requirement will result in the funding needing to be returned to Buller District Council and may disqualify any future applications for funding from this organisation, Council wide.
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How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

	\$
See attached breakdown of programme costs	\$ 3,852.69
	\$
	\$
	\$
	\$
	\$
<b>Total:</b>	<b>\$ 3,852.69</b>

Amount unspent: \$ 0.00

**How did this grant benefit your organisation?**

The grant supported our organisation to be able to offer holiday programmes on the west coast in July this year. It partially supported tutor and transport costs for the programme.

**How did this grant benefit the community?**

The grant benefited rangatahi in Buller by giving them the opportunity to attend holiday programmes in July. Buller District Council was acknowledged in our recruitment.

**How many people did benefit from this grant?**

20 rangatahi

**Compare the impact of the grant to the expected impact stated in your application?**

If your project does not support a Community Outcome insert NA.

Social

Activities undertaken over the two days included: adventure based learning games at Waimangaroa; walking the Charming Creek Walkway; cooking pancakes; drive to Charleston; walk to Hole in the Hill; drive to Nile River - SUPing; fire lighting/snags on the fire. A great mix of activities with active and group building elements.

Affordability

Students were referred to the programme through connections with Buller REAP. Financial contributions were kept to a minimum (\$20 per participant). This fee was waived for cases of financial hardship.

<b>Prosperity</b>	
<b>Culture</b>	
<b>Environment</b>	<p>Apart from driving time, the whole programme involved time in the natural world and activities that intentionally connect people to nature.</p>

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**COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT**

Name of organisation: Homebuilders West Coast Trust

We, being officers/accountant of the above organisation hereby certify that we received a grant from Buller District Council Community Grants Fund at the time and of the amount stated below.

Funding round: Mar-25 (month /year)

Amount received: \$ 4,000.00

Name	Position	Signature	Date
Main contact: <i>Nikki Askin</i>	Operations/ funding manager	[Redacted]	19-Mar-25
Second contact: <i>Lorraine Scoulan</i>	Chief Executive	[Redacted]	19-Mar-25

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- Your organisation has 12 months to spend the grant received, and your accountability has to be filed before you can apply for another grant. You can only apply for **one grant per financial year**, this being from 01 July to 30 June.
- Any unspent funds need to be returned along with your Accountability Statement.
- **No further grants will be allocated to organisations that have not completed the accountability requirements.**

How was this grant spent? Please attach evidence of expenditure (receipts, invoices or signed statements by the organisation's accountant).

	\$
Gallagher insurance (Formerly Crombie Lockwood)	\$ 4,000.00
Building insurance for Westport office - 69 Russell Street, Westport	\$
	\$
	\$
	\$
	\$
	\$
<b>Total:</b>	<b>\$ 4,000.00</b>

Amount unspent: \$ 0.00

**How did this grant benefit your organisation?**

This grant benefitted our organisation by providing much needed funding towards our annual operation costs. We were flooded in July 2021 and had to vacate our office at 52 Mill Street, Westport. The Homebuilders board were fortunate to secure this property for us to work from and operate out of after nearly 2 years working from various sites. The costs associated with owning a property have been significant. This grant goes towards the cost of annual building insurance for our premises to staff to work from.

**How did this grant benefit the community?**

The grant benefits the community by enabling us to remain financially sustainable in regards to our operating costs. We are open and available to the the local community for help and assistance for children and families. Counselling, Social work support, Social Worker in Schools, Parenting programmes, Anger management programmes etc.

**How many people did benefit from this grant?**

We work with approximately 100 families in the Buller district and over 200 across the West Coast.

**Compare the impact of the grant to the expected impact stated in your application?**

If your project does not support a Community Outcome insert NA.

The grant enables us to operate and continue to offer these much needed support services in the community. Our work is needed and it is evident by the number of referrals we receive into our service for assistance.

Social

Affordability

Prosperity	
Culture	
Environment	

*The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.*

**Please send your completed accountability statement to:**

**Community Services Officer Buller District Council**

**PO Box 21**

**Westport 7866**

**or email [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

**BULLER DISTRICT COUNCIL**

**26 MARCH 2025**

**AGENDA ITEM: 10**

**Prepared by:** Nicola Woodward  
Manager Community Engagement

**Reviewed by:** Krissy Trigg  
Group Manager Community Services

**Attachments:**

1. Buller Gymnastics Club
2. Karamea Junior Rugby (JAB)
3. Reefton Basketball
4. Reefton Boxing Gym
5. Reefton Rugby Club Boys
6. Reefton Rugby Club Girls

**Public Excluded:** No

**RURAL TRAVEL FUND: ACCOUNTABILITY REPORTS**

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1. **REPORT PURPOSE**

Copies of the following accountability reports received for Rural Travel Fund are attached.

- Buller Gymnastics Club
- Karamea Junior Rugby (JAB)
- Reefton Basketball
- Reefton Boxing Gym
- Reefton Rugby Club Boys
- Reefton Rugby Club Girls

2. **DRAFT RECOMMENDATION**

**That Council receives the Rural Travel Fund Accountability Reports for information.**



4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?

Yes!! 100%!!  
 9 children use this fund to access our sport. Without it, some of these families would drop off with the rise in living costs.

**Declaration**

- We hereby declare that the information supplied here on behalf of our organisation is correct.
- We agree that the Buller District Council can retain and use these details and disclose them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 2020.
- We agree that this document will be available to the public as part of the meeting agenda. Please refer to [www.bullerdc.govt.nz/privacy](http://www.bullerdc.govt.nz/privacy) or contact Council for a copy of Council's Privacy Statement.

**Name and signature of two people:**

First contact Joy Keen Second contact Nikki Diskin  
 [REDACTED]  
 Position Treasurer Position Chairperson  
 Date 13/11/2024 Date 06/12/2024

Send your completed application to:  
 Buller District Council, PO Box 21, Westport 7866  
 or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)



**4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?**

Yes, the Rural Travel fund , as mentioned above , offers and assists the opportunity for our members to participate in local Westport JAB rugby .

**Declaration**

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**Name and signature of two people:**

First contact Murray Watt Second contact John Menlove





Position Sec /Treas Position Committee

Date 17 Feb 2025 Date 17 Feb 2025

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**



## SPORT NZ RURAL TRAVEL FUND ACCOUNTABILITY FORM

**Please attach:**

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

Name of organisation:

Reefion Basketball Ass

Amount of travel subsidy:

\$1000-

Estimated cost of travel per year for club/organisation:

\$2000-

1. Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (ie. cost of petrol, cars and/or bus hire)

Fuel Vouchers \$ 1000-

Petrol to travel \$ \_\_\_\_\_

to Westport \$ \_\_\_\_\_

2. Indicate the distance travelled to local sport competition with these funds?

80km one way to Westport

160km return per game

3. Provide a brief description of the benefits that have been achieved with these funds?

The funds supported parents with the cost of getting the children to Westport to play games once a week. Without this support some families would not have been able to support their children to play.

4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?

Yes deffinitely!

11 games - All in Westport  
 We gave \$50 to each car that went  
 each week - 2 car loads each week

#### Declaration

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Name and signature of two people:

First contact Zia Rosanowski Second contact Katie Thomson

Position President

Position Treasurer

Date 2/2/25

Date 2/2/25

Send your completed application to:  
 Buller District Council, PO Box 21, Westport 7866  
 or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)



## SPORT NZ RURAL TRAVEL FUND ACCOUNTABILITY FORM

**Please attach:**

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

**Name of organisation:** Reefton Boxing Gym

**Amount of travel subsidy:** \$2,500

**Estimated cost of travel per year for club/organisation:** \$8000

**1. Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (ie. cost of petrol, cars and/or bus hire)**

<u>Flights to Hamilton for Boxing Tournament</u>	\$	<u>NZD 2,458.40</u>
<u>Petrol Vouchers for travel to Blenheim</u>	\$	<u>\$500</u>
<u>Petrol Vouchers for Travel to Christchurch</u>	\$	<u>\$201</u>

**2. Indicate the distance travelled to local sport competition with these funds?**

Christchurch trips x5, Blenheim Trips x4, Nelson x1, Hamilton x2 and Timaru x 1. Money from the
travel fund went towards these trips. Other money was fundraised to further support the costs over and
above the travel fund that we received.

**3. Provide a brief description of the benefits that have been achieved with these funds?**

<p>Our children have been thriving in their development. They have been working hard training and although they took some losses at Tournaments this season they have also won 3 x South Island Titles, 3 x Golden Glove Titles, 1 x Waikato Title, 2 x Canterbury Titles and 2 x Nz Champ Titles. Benefits for the children have been seeing the outcome of setting themselves a goal and showing up each week to put in the work, learning about how to keep fit and healthy and how to meet your aspirations. Taking a loss has a lot of learning in it where children can reflect on their performance and make new goals to continue working on their skills. We have seen our children contributing to fundraising and being a integral part of our community which has some very positive outcomes for young people.</p>
---

**4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?**

Yes without the Rural Travel fund there would have been some events we would not have been able to attend.

**Declaration**

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**Name and signature of two people:**

First contact Lorelei Norris Second contact Dean Giddens  
 Signature \_\_\_\_\_ Signature \_\_\_\_\_  
 Position Secretary Position President  
 Date 20.11.24 Date 20.11.24

**Send your completed application to:  
 Buller District Council, PO Box 21, Westport 7866  
 or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**



## SPORT NZ RURAL TRAVEL FUND ACCOUNTABILITY FORM

**Please attach:**

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

Name of organisation:

Reefton Rugby Club Boys. JABI

Amount of travel subsidy:

\$3500-

Estimated cost of travel per year for club/organisation:

\$5000 plus

1. Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (ie. cost of petrol, cars and/or bus hire)

Petrol Vouchers \$3500-

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

2. Indicate the distance travelled to local sport competition with these funds?

80km one way to Westport  
160km return per game

3. Provide a brief description of the benefits that have been achieved with these funds?

We did not supply a bus this season as parents voted for petrol vouchers + car pooling this season - This way more parents and families are able to travel to support + watch their kids play

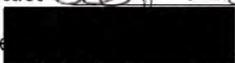
4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?

Yes deffinitely!

**Declaration**

- We hereby declare that the information supplied here on behalf of our organisation is correct.
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**Name and signature of two people:**

First contact	<u>Scott Rosonowski</u>	Second contact	<u>Katie Thomson</u>
Signature		Signature	
Position	<u>President</u>	Position	<u>AB Coordinator</u>
Date	<u>21.2.25</u>	Date	<u>21.2.25</u>

Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)





## SPORT NZ RURAL TRAVEL FUND ACCOUNTABILITY FORM

**Please attach:**

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

**Name of organisation:**

Reefan Rugby Club - Girls

**Amount of travel subsidy:**

\$1830-

**Estimated cost of travel per year for club/organisation:**

\$5000- plus

- 1. Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (ie. cost of petrol, cars and/or bus hire)**

Petrol Vouchers \$1830-

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

- 2. Indicate the distance travelled to local sport competition with these funds?**

139km one way to Games in Nelson  
longer to Blenheim + Pictou

- 3. Provide a brief description of the benefits that have been achieved with these funds?**

Supported families to transport the girls in private vehicles to compete + train with their team in Stoke/Nelson.  
The girls attended all games + training when they could.

4. In your opinion did the rural travel fund assist your team/ organisation in order to increase participation in your local sport competition in rural areas?

Yes - these girls have to travel if they want to play in an all girls rugby camp

#### Declaration

- We hereby declare that the information supplied here on behalf of our organisation is correct.
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#### Name and signature of two people:

First contact Scott Rozanowski Second contact Katie Thomson  
 Signature [Redacted] Signature \_\_\_\_\_  
 Position President Position JAB Coordinator  
 Date 21.2.25 Date 21.2.25

Send your completed application to:  
 Buller District Council, PO Box 21, Westport 7866  
 or email  
[grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)

Tasman U18 Girls - DRAFT draw 2024		
Date	Home	Away
15/05/2024	Tens tournament	
22/05/2024	Nelson RFC: U18 Girls	V BYE
22/05/2024	Stoke: Nayland U18 Girls	V Queen Charlotte C: U18 Wahine
22/05/2024	Marlborough Girls: 1st XV	V Waimea OB: U18 Girls
29/05/2024	Marlborough Girls: 1st XV	V BYE
29/05/2024	Queen Charlotte C: U18 Wahine	V Waimea OB: U18 Girls
29/05/2024	Stoke: Nayland U18 Girls	V Nelson RFC: U18 Girls
5/06/2024	Stoke: Nayland U18 Girls	V BYE
5/06/2024	Waimea OB: U18 Girls	V Nelson RFC: U18 Girls
5/06/2024	Marlborough Girls: 1st XV	V Queen Charlotte C: U18 Wahine
12/06/2024	Stoke: Nayland U18 Girls	V Marlborough Girls: 1st XV
12/06/2024	Nelson RFC: U18 Girls	V Queen Charlotte C: U18 Wahine
12/06/2024	Waimea OB: U18 Girls	V BYE
19/06/2024	Stoke: Nayland U18 Girls	V Waimea OB: U18 Girls
19/06/2024	Queen Charlotte C: U18 Wahine	V BYE
19/06/2024	Marlborough Girls: 1st XV	V Nelson RFC: U18 Girls
	<b>Round 2</b>	
26/06/2024	Waimea OB: U18 Girls	V Marlborough Girls: 1st XV
26/06/2024	Nelson RFC: U18 Girls	V BYE
26/06/2024	Queen Charlotte C: U18 Wahine	V Stoke: Nayland U18 Girls
3/07/2024	Waimea OB: U18 Girls	V Queen Charlotte C: U18 Wahine
3/07/2024	Nelson RFC: U18 Girls	V Stoke: Nayland U18 Girls
3/07/2024	Marlborough Girls: 1st XV	V BYE
10/07/2024	School Holidays	
17/07/2024	School Holidays	
24/07/2024	Queen Charlotte C: U18 Wahine	V Marlborough Girls: 1st XV
24/07/2024	Stoke: Nayland U18 Girls	V BYE
24/07/2024	Nelson RFC: U18 Girls	V Waimea OB: U18 Girls
31/07/2024	Queen Charlotte C: U18 Wahine	V Nelson RFC: U18 Girls
31/07/2024	Waimea OB: U18 Girls	V BYE
31/07/2024	Marlborough Girls: 1st XV	V Stoke: Nayland U18 Girls
7/08/2024	Nelson RFC: U18 Girls	V Marlborough Girls: 1st XV
7/08/2024	Waimea OB: U18 Girls	V Stoke: Nayland U18 Girls
7/08/2024	Queen Charlotte C: U18 Wahine	V BYE
14/08/2024	Semi Finals	
21/08/2024	Final	

*Dunedin Trip*

*Civil construction  
Canada  
conference  
call*



*\* Civil construction course*

# ATTACHMENT 6

Travel Date	From	To	For	Order	Part	Vouchers	Running total
							\$1,830
3.4.24	Reefton	Tahuna	Training			\$100	\$1,730
17.4.24	Reefton	Richmond	Training			\$100	\$1,630
8.5.24	Reefton	Green Meadows	Game v NGC			\$100	\$1,530
15/5/24	Reefton	Blenheim	10s Tourny			\$150	\$1,380
22/5/24	Reefton	Richmond	QCC			\$100	\$1,280
29/5/24	CAMP	Richmond	NGC				
5/6/24	Reefton	Nelson	Training			\$100	\$1,180
12.6.24	NONE	Richmond	MGC				
19/6/24	Reefton	Motueka	Waimea			\$100	\$1,080
26.6.24	Reefton	Picton	QCC			\$150	\$930
3.7.24	NONE	Nelson	NGC			\$150	\$780
24.7.24		BYE	Training?				
31.7.24	Reefton	Blenheim	MGC			\$150	\$630
7.8.24	Reefton	Nelson	Waimea			\$100	\$530
14/8/24	Reefton	Nelson	Semis			\$100	\$430
21/8/24	Reefton	Nelson	FINALS			\$130	\$300
						\$100	\$200
						\$200	\$0
3.5.24	Amy	Junction	10s Tournament			\$20	
17.5.24	Amy	Nelson	Game			\$100	
7.6.24	Amy	Nelson	Game			\$100	
5/7/24	Amy	Nelson	Game			\$100	
28/7/24	Amy	Nelson	Wakatu Girls Tourny			\$100	

## BULLER DISTRICT COUNCIL

26 MARCH 2025

AGENDA ITEM: 11

**Prepared by:** Nicola Woodward  
Manager Community Engagement

**Reviewed by:** Krissy Trigg  
Group Manager Community Services

- Attachments:**
1. Buller Budget Advisory Service
  2. Buller Gymnastics Club
  3. Buller Mining Districts Community Centres Society Incorporated
  4. Buller Netball Centre
  5. Farm Support Trust
  6. Homebuilders West Coast Trust
  7. ~~Inangahua Junction Reserve and Hall Subcommittee~~
  8. Kawatiri Kapa Haka Group
  9. ~~Little Wanganui Hall~~
  10. Presbyterian Support Upper South Island
  11. Reefton Bowling Club
  12. Reefton Boxing Gym
  13. Reefton Motor Camp
  14. Sunset Speedway
  15. Waste-Ed with Kate
  16. Westport Municipal Band
  17. Westport Rotary Club
  18. Whenua Iti Outdoors

**Public Excluded:** No

### **COMMUNITY GRANTS: FUNDING APPLICATIONS**

---

1. **REPORT PURPOSE**  
The Community Grants budget for the 2024/2025 financial year is **\$105,000**, with this being the second of two funding rounds.
2. Eighteen eligible Community Grant applications were received, requesting a combined amount of **\$101,425.78** All applicants provided the required two letters of support and, where applicable, accountability forms for previous funding.
3. The applications for Inangahua Reserve and Hall Subcommittee and the Little Wanganui Hall Subcommittee have been withdrawn as these have been funded out of Council's property budgets – these have been included as upgrades to Council owned assets.

4. **DRAFT RECOMMENDATION**

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

No	Organisation	Purpose of Grant	Funds Requested (\$)
1	<b>Buller Budget Advisory Service</b>	To cover the rent paid to BDC for two offices in the clocktower.	\$8,616.00
2	<b>Buller Gymnastics Club</b>	We would like to apply for funding to help us continue to send our coaches on training courses around the South Island	\$4,260.00
3	<b>Buller Mining Districts Community Centres Society Incorporated</b>	Cost of rates and increased insurance for one of three community centres	\$3,840.00
4	<b>Buller Netball Centre</b>	Cost of insurance and power	\$2,000.00
5	<b>Farm Support Trust</b>	We are seeking funding to develop a mental health support program aimed specifically at the rural community	\$12,220.00
6	<b>Homebuilders West Coast Trust</b>	Westport office annual insurance	\$4,000.00
7	<del><b>Inangahua Junction Reserve and Hall Subcommittee</b></del>	<del>We are seeking funding to upgrade the kitchen facilities to a food grade kitchen. We wish to install new vinyl flooring and a separate hand washing basin.</del>	<del>\$5,735.88</del>
8	<b>Kawatiri Kapa Haka Group</b>	12 months hire of hall space	\$1,950.00
9	<del><b>Little Wanganui Hall</b></del>	<del>We would like to continue to upgrade our facility as we have in the past years. Specifically, the water system.</del>	<del>\$2,903.90</del>

10	<b>Presbyterian Support Upper South Island</b>	Travel costs for Enliven Home Share Programme	\$5,000.00
11	<b>Reefton Bowling Club</b>	Fertiliser for the green and fuel for the lawnmower.	\$786.00
12	<b>Reefton Boxing Gym</b>	Uniforms	\$6,920.00
13	<b>Reefton Motor Camp</b>	Stage 3 - riverbank walk	\$21,000.00
14	<b>Sunset Speedway</b>	We are seeking funding for our insurance cover	\$8,725.69
15	<b>Waste-Ed with Kate</b>	We are proposing to deliver our "Waste Free Period Program" (WFPP) to at least 5 schools	\$12,335.38
16	<b>Westport Municipal Band</b>	Annual insurance for Municipal band hall and assets	\$3,844.71
17	<b>Westport Rotary Club</b>	Christmas parade	\$800.00
18	<b>Whenua Iti Outdoors</b>	We would like to run our Kawatiri Adventurers holiday programme in Buller.	\$5,128.00
<b>Total</b>			<b>\$101,425.78</b>



## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Buller Budget Advisory Service Inc. (BBAS)

Legal status of organisation: Incorporated Society

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7825

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:		[REDACTED]
Secondary contact:		[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

Buller Budget Advisory Service (BBAS) was formed in 1982 to address intergenerational deprivation and improve the economic status of the Buller community. BBAS has continuously provided free services to Buller since 1982. It has been governed by a committee of volunteers since its inception.  
The New Zealand Index of Deprivation 2018 rates most areas in Buller District as having deprivation of 9 or 10 (1 being least deprived and 10 being most deprived). Statistics NZ's 2018 Census shows the median income in Buller District was \$22,900 with only 9% of the population earning more than \$70,000. (Census 2023 median income info yet to be released by Stats NZ).  
In 2021 the inflation rate was 5.95%, in 2022 it was 7.22%, in 2023 it was 6%. Every day we see the negative financial and mental impacts this has on people from all walks of life. Many people are struggling to pay for the essentials and many people are falling behind with debt repayment. Having support to put a financial plan in place, learning tools to equip them to implement and adjust their plan according to circumstances, and having a financial mentor advocate on their behalf can be life changing and can save lives.  
Our services can bring about generational change by equipping clients with tools to manage their own money, reducing risk financial risk, providing long term solutions resulting in families having a better chance for positive outcomes.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

To cover the rent we pay to BDC for two offices in the clocktower.  
Specific groups are marginalised and excluded from the wider community because of their culture, gender identity, social or economic status, and intergenerational deprivation.  
BBAS addresses the above by providing free financial mentoring by qualified staff and volunteers to people who are facing or suffering economic deprivation, or poverty. BBAS also offers financial mentoring to those who are not in financial crisis but wish to proactively plan for their financial futures. BBAS rents premises in the clocktower in Westport off BDC, and we also offer appointments at Who Cares premises in Reefton.  
The organisation employs two part-time staff (EFT 1.2). A committee of nine volunteers govern the organisation.  
People who will benefit include:

- People across Buller who are facing, or suffering, economic deprivation, or poverty.
- Those who wish to proactively plan for their financial future.
- Children
- Elderly
- Whanau
- Mana whenua
- Buller community

Financial mentoring may include but is not limited to:

- Gathering, sorting, and organising a client's financial information so that financial management tools can be applied to establish their true financial situation before exploring options for the way forward.
- Creating tailored: budget sheets, cashflows, debt repayment schedules.
- Exploring debt repayment options.
- Advocacy e.g. to MSD, KiwiSaver providers (withdrawals), creditors e.g. local government (rates bills), banks.
- Ongoing review and mentoring for as long as the client want.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

513 based on last year's figures

**How long will your project/service run?** Start date: 1 January 2025 Finish date: 1 January 2026

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p><b>How will your project support this?</b></p> <p>The New Zealand Index of Deprivation 2018 rates most areas in Buller District as having deprivation of 9 or 10 (1 being least deprived and 10 being most deprived). With the exception being rural South Buller at level 5. <a href="https://www.ehirnz.ac.nz/indicators/population-vulnerability/socioeconomic-deprivation-profile/">https://www.ehirnz.ac.nz/indicators/population-vulnerability/socioeconomic-deprivation-profile/</a>                  Statistics NZ's 2018 Census shows the median income in Buller District was \$22,900 with only 9% of the population earning more than \$70,000.                  In 2023 the inflation rate was 5.95%, in 2022 it was 7.22%, and this year it is 6.03%. Every day we see the negative financial and mental impacts this has on people from all works of life. Many people are struggling to pay for the essentials and many people are falling behind with debt repayment. Having support to put a financial plan in place, learning tools to equip them to implement and how to adjust their plan according to circumstances, and having a financial mentor advocate on their behalf can be life changing and can save lives.</p> <p>Partnerships include Citizens' Advice Bureau, Te Ha o Kawatiri, Buller REAP, Older and Bolder, Te Whatu Ora, Who Cares, Kawatiri Harm Prevention Network, Homebuilders, Kawatiri Food Security Network, St Vincent de Paul, Salvation Army, Northern Buller Resource Centre.</p> <p>BBAS is a not-for-profit charitable trust which provides free financial mentoring by qualified staff and volunteers to people who are facing, or suffering, economic deprivation, or poverty. BBAS also offers financial mentoring to those who are not in financial crisis but wish to proactively plan for their financial futures.</p> <p>Partner agencies BBAS works with (but not limited to) include Te Ha o Kawatiri, Salvation Army, St Vincent's de Paul, Older and Bolder, Kawatiri Food Network, BDC, MSD, FinCap, Buller REAP, Te Whatu Ora.</p>
	<p><b>How will you measure this?</b></p> <p>By recording the number of appointments delivered and the number of clients who no longer need our assistance.</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p><b>How will your project support this?</b></p> <p>By offering free appointments across Buller.</p>
	<p><b>How will you measure this?</b></p> <p>By recording the number of appointments delivered in a range of locations. Continue to offer services for free.</p>

<p><b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>	<p>How will your project support this?</p> <p>The negative impacts of poverty and economic deprivation on whanau and children are widely proven and acknowledged.</p> <p>Family stress models show, economic deprivation induces psychological distresses such as, depression, anxiety, and parental stress, due to the strain of having fewer resources available for day-to-day living.</p> <p>Through financial mentoring we are able to show people the positive impact that work may have (depending on their unique situation) and connect them to other agencies if they wish to move in this direction.</p> <p>Learning financial management skills increases our clients' chances of being financially self-sufficient and prosperous.</p> <p>Equipping clients with financial management skills can lead to intergenerational change.</p>
	<p>How will you measure this?</p> <p>By tracking the number of clients we work with, the number of appointments delivered, and by a client satisfaction survey with at least 90% of respondents indicating they have learned, and are using, new financial management skills.</p>
<p><b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</p>	<p>How will your project support this?</p> <p>BBAS offers a free non-judgemental service which can empower people to feel valued, connected, supported, and worthy.</p>
	<p>How will you measure this?</p> <p>By tracking the number of clients we work with, the number of appointments delivered, and by a client satisfaction survey with at least 90% of respondents indicating they have learned, and are using, new financial management skills.</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this?</p> <p>n/a</p>
	<p>How will you measure this?</p> <p>n/a</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
Wages	two financial mentors	\$ 65,000.00
Operating costs	EOY financial reporting, IT cost, ACC, insurance, travel reimbursement, phones, stationery, cleaning products	\$ 26,600.00
<b>Total cost:</b>		<b>\$ 91,600.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
Trusts Community Foundation	TBC donation	20,000.00
WCCT	TBC donation	6,000.00
COGS	TBC donation	18,000.00
NZ Lottery Grants	TBC donation	20,000.00
Interest term deposits		3,000.00
Pelorus Trust	TBC donation	3,000.00
<b>Total contribution</b>		<b>\$ 70,000.00</b>
<b>Cost less contribution</b>		<b>\$ -21,600.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 8,616.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

If we fail to raise enough funds to keep our service going, the funds held in our accounts will be used to deliver services for another 6 months while BBAS goes through the process of closing and deregistering as an incorporated society.

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other: By March we will know if we can continue to provide service or start the process of winding up the service.
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

BBAS rents two offices in the clocktower from BDC and is charged rent of \$8,616 p.a. for these premises.

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2024	Reaching Buller	8,616.00	YES

**Information for applicants:**

- All accountability statements for previous funding must be submitted before any new applications are considered.
- If you are unsure if an accountability statement has been submitted, please contact the Buller District Council Community Services Officer on (03) 788 9683.
- Complete one application form per project.
- Applications are evaluated by the Community Grants Committee.
- Council's Community Services Officer is available if you require assistance, phone (03) 788 9683.
- Ensure you attach all the required supporting documents.
- The Community Outcomes can be downloaded from Council's website <https://bullerdc.govt.nz/district-council/publications/long-term-plan/community-outcomes/>
- Failure to include all relevant information may delay the processing of your application.
- If you are unsure of the closing date, please contact Customer Services for confirmation as late applications will not be accepted.
- Please keep a copy of the application to complete the accountability statement.
- This document will be available to the public as part of the meeting agenda. Please refer to [www.bullerdc.govt.nz/privacy](http://www.bullerdc.govt.nz/privacy) or contact Council for a copy of Council's Privacy Statement.

**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

Name	Signature
Main contact: Lisa Gregory	
Secondary contact: Karen Kersten	

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



### COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council’s Community Outcomes.

Name of your organisation: Buller Gymnastics Club

Legal status of organisation: Incorporated Society

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7892

**Contact details:**

Name	Position in organisation	Daytime phone number
Main contact: Kate King	Committee member	[REDACTED]
Secondary contact: Nikki Diskin	Chairperson	[REDACTED]

**Why was your organisation set up (what are your organisation’s main objectives)?**

We are a group of volunteers who came together to set up a gymnastics club for Buller, in order to give tamariki another avenue of being active and competing in a sport. We aim to make gymnastics accessible, affordable, professional and fun for all. We run the club with 2 coaches who are continually attending training and upskilling programmes to ensure we can offer classes that have up to date knowledge and can have children attend competitions confidently and competently.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say ‘see attached’ – If you wish to attach a project outline or plan then please do so, but summaries your project here.

We would like to apply for funding to help us continue to send our coaches on training courses around the South Island. Last year, we ran at a loss due to these costs increasing. We do not wish to increase our fees to whanau as so many of our families are struggling enough with the cost of living. Coach training normally runs over a weekend and are held often in Nelson, Blenheim, Christchurch, Kaikoura or Hokitika. To pay for accommodation and travel, as well as the course fees is starting to effect our club financially. Without continual upskilling, our coaches won’t be able to continue challenging and extending our gymnasts as they get older and more capable.

This investment into our coach/s is seen by the Buller gymnastics committee as an investment into our entire Buller community as so many families are involved in the club now from all over the Buller district. We are incredibly proud to see the success and effort put in by our girls and boys who attend weekly trainings in Westport and attend competitions throughout the South Island representing Buller.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

We currently have over 100 gymnasts enrolled, that we are teaching over three afternoons - ~~our highest numbers since we started. Our numbers have been steadily increasing~~

**How long will your project/service run?** Start date: 1st May 2025      Finish date: 30 November 2025

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Social Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Our classes are 6 -17 tamariki per class, with 8 classes held each week. Our classes allow children of different schools and age groups to meet and get to know each other. Many of our whanau stay during classes, getting to know each other adding to feeling that they belong to a strong club and community through us. Our classes cater for all children, even those with diverse needs, coaches making adaptations to activities as need be.</p>
	<p>How will you measure this? Through continuing to have our classes full and running in all session times. Keeping track of attendance to all classes.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Affordability Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? We are committed to keep gymnastics affordable to our whanau and community. Through continual grant applications we upgrade our equipment and cover our insurance and affiliation costs. Our parents will only pay for to cover coach and venue costs. This we are committed too, hence asking for funding to help us continue to upskill and train our coaches.</p>
	<p>How will you measure this? Tight budget spreadsheets that track termly our coach fees and venue rent against subscription fees from gymnasts. Continually applying for grants as they become available to help the club pay for other overhead costs. Fundraising as a club twice a year.</p>

<p style="text-align: center;"><b>Prosperity</b></p> <p style="text-align: center;"><b>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</b></p>	<p>How will your project support this?                  We aim to run the club with two coaches and parent volunteers to help in classes and at competitions.                  We aim to offer coaches and parents/caregivers an opportunity to upskill and create a 'career' path as well as an opportunity to increase hours as demand for our classes increase and their availability to work increases.                  Our club is growing each year, with us purchasing new equipment and world class gymnastics gear each year to keep gymnasts interested and feeling part of it. We are currently looking forward at new venues as our current venue won't serve us long term as our club grows.</p>
	<p>How will you measure this?                  Through maintaining communication between our 2 coaches and receiving feedback from them in regards to their employment and future they see.</p>
<p style="text-align: center;"><b>Culture</b></p> <p style="text-align: center;"><b>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</b></p>	<p>How will your project support this?                  We cater to children and youth, with classes starting as young as 2 and a half years of age and our oldest gymnasts currently being 14. We are inclusive of all, coaches adapting activities for students as they need it.                  We continually talk to our gymnasts about gymnastics being a progression of learning - once you mastered one skill you use it to learn the next, etc.</p>
	<p>How will you measure this?                  Close monitoring of classes and their age, needs, etc. Keeping an eye on who is dropping off - if any - and the reasons to ensure we do what we can to engage and retain everyone.</p>
<p style="text-align: center;"><b>Environment</b></p> <p style="text-align: center;"><b>Our distinctive environment and natural resources are healthy and valued.</b></p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
Coaches accomodation	2 coaches, for 4 nights at \$150 per night.	\$ 1,200.00
fuel/travel costs	2 trips per year, approx 600km per trip, \$0.55 per km	\$ 660.00
food allowance	2 trips per year, 2 days per trip, \$50 per day, 2 coaches	\$ 400.00
training course fees	\$250 per course, per coach, 2 courses per year.	\$ 1,000.00
<b>Total cost:</b>		<b>\$ 4,260.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
<b>Total contribution</b>		<b>\$</b>
<b>Cost less contribution</b>		<b>\$</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 4,260.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Our limited funds is to help us covering operating costs of insurance, upgrading of equipment, online membership fees, etc. Our club fundraise and apply for grants for these as much as possible, but can't guarantee we always get what we apply for so need to retain some funds for operationla expenses in case we do not receive funding. This needs to be \$5,000 to operate for 2 years should we receive no external funding.

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds increase our fees to families by about \$20 per term to cover coach development.
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

Yes, we received the Buller Rural Travel Fund to assist our out of town - Reefton, Barrytown and Karamea families to attend classes once a week.

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2023	Buller District Council Rural travel fund	1,320.00	YES

**Information for applicants:**

- All accountability statements for previous funding must be submitted before any new applications are considered.
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- Ensure you attach all the required supporting documents.
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**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

Name	Signature
Main contact: Kate King	
Secondary contact: Nikki Diskin	

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Buller Mining Districts Community Centres Society Incorporated

Legal status of organisation: Incorporated Society & Registered Charity

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7822

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	Jackie Mathers	[REDACTED]
Secondary contact:	Marie Standing	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

The Buller Mining Districts Community Centres Society has long and proud history in Northern Buller. First incorporated almost 80 years ago, it helped develop a raft of community facilities in the area, many built by volunteers from mining families. We are a recognised service provider in this area, and own three community centres servicing, Ngakawau, Granity and Waimangaroa as well as an amazing (now rare) public swimming pool in Hector which has recently been upgraded thanks to the Better Off Fund and is open during the warmer months.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summarise your project here.

We would like assistance with the cost of rates for one of our three community centres along with the community swimming pool and help to cover the increased insurance cost experienced for the pool since its recent upgrade. Both deliver significant benefits to residents and visitors to our area.

Insurance costs are high (in the region of \$15,000 per annum), and have recently gone up due to the need to increase the pool cover significantly after its upgrade.

We would be very grateful of assistance with the cost of rates & insurance for these public and community facilities.

As an organisation, we are not eligible for the rates rebate.

Current rates are as follows:

Ngakawau Swimming Pool - \$718.00

Waimangaroa Community Centre - \$1747.30

\*Granity Community Centre - \$732.80

\*The Granity Community Centre is currently rarely used by the community and does not meet desired outcomes from our facilities. We will be seeking input from our members about its continued serviceability as a community centre and have not included Granity in this request.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

Estimate 2-3000 users of our services in Northern Buller (Visitors & Community)

**How long will your project/service run?** Start date: 1 July 2025      Finish date: 30 June 2026

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? All of our facilities support social services Halls for meetings, events and indoor sport The Pool for swimming, relaxing and health</p>
	<p>How will you measure this? User Numbers Events Activities</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Assistance with fixed costs like rates enables our organisation to keep pricing affordable for the use of our facilities by the community. This in turn also encourages higher levels of participation and we are able to show to external funders the benefits of any capital expenditure needed to improve our facilities and keep them fit-for-purpose. Facilities are well used by the communities they serve and visitors to the area. Our aim is to sustain what we have rather than retain community buildings that have no purpose or usefulness.</p>
	<p>How will you measure this? User numbers Events Activities</p>

<p><b>Prosperity</b></p> <p>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>	<p>How will your project support this? N/A</p>
	<p>How will you measure this? N/A</p>
<p><b>Culture</b></p> <p>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</p>	<p>How will your project support this? The Buller Mining Districts Community Centres Society has played a large part in the culture of Northern Buller's communities having helped develop a raft of community facilities in the area, many built by volunteers from mining families. Our remaining assets are valued by the communities they serve both historically and as places where people meet and participate in a variety of activities.</p>
	<p>How will you measure this? User numbers Events Activities</p>
<p><b>Environment</b></p> <p>Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? N/A</p>
	<p>How will you measure this? N/A</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Rates Ngakawau Swimming Pool	BDC Rates (including anticipated increase in 2025-26)	\$ 760.00
Rates Waimangaroa Community Centre	BDC Rates (including anticipated increase in 2025-26)	\$ 1,852.00
Insurance Ngakawau Swimming Pool	Increased cover (insurance renewal from June 2025)	\$ 3,228.00
<b>Total cost:</b>		<b>\$ 5,840.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
Own Funds	Savings	2,000.00
<b>Total contribution</b>		<b>\$ 2,000.00</b>
<b>Cost less contribution</b>		<b>\$ 3,840.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 3,840.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

The Society holds a savings account which is tagged for repairs and maintenance work and to offset any shortfall in grant applications we make for insurance purposes. Insurance costs for our current assets are already high and will increase significantly next renewal due to the value of the pool increasing from recent upgrades. We have an estimate from our insurer advising that insurance costs for 2025-26 to be in the region of \$15,000. Our halls are all reasonably well maintained but require ongoing R&M as they age. Holding funds also assists in requests for capital expenditure grants from places like Lotto who often require a third to be raised prior to any significant capital expenditure applications being submitted.

What will be the effect if Council does not support your application (please select only one option) ?

- Not go ahead
- Downscaling
- Use own funds
- Postponing
- Apply to other funds
- Other:

Does your organization receive funding or support from Buller District Council this financial year? Yes / No

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

The Ngakawau Swimming Pool received an annual plan amount of \$3000 to assist with operational costs 2024-2025. These are significant for the pool during the summer season between December and April each year.

Have you received funding from Buller District Council Community Grants in the past? Yes / No

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
			Not applicable

**Information for applicants:**

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- If you are unsure of the closing date, please contact Customer Services for confirmation as late applications will not be accepted.
- Please keep a copy of the application to complete the accountability statement.
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**Checklist for your application:**

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- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

Name	Signature
Main contact: Jackie Mathers	
Secondary contact: Marie Standing	

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Buller Netball Centre

Legal status of organisation: Incorporated Society - CC43712

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7892

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Nikki Diskin	Funding Co ordinator	[REDACTED]
Secondary contact: Trish Costelloe	Secretary/Treasurer	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

Buller Netball is set up to provide Netball programmes and competitions - both recreational and representative to the Buller district. The seasons runs from late March to August and we have over 400 children and adults registered with the Buller Netball Centre.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' - If you wish to attach a project outline or plan then please do so, but summarise your project here.

We are seeking funding towards the annual cost of insurance for the Buller Netball Centre and a contribution towards the annual power costs. These courts are used for practices for teams, for school exchanges, to store Rep netball uniforms and trophies and we hold regular BNC meetings in this venue.

The building was flooded in the 2021 major flood event in Westport. It was repaired in 2024.

We have run at a loss for the past year and are now seeking funding towards operational costs.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

**How long will your project/service run?** Start date: 01 May 2025      Finish date: 09 Aug 2025

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Our project will support this social outcome as we offer a winter sport option for children and adults in Buller. Playing sport enables people to be active, connect, engage in team work and achieve personal and team goals. TEam sports provide valuable opportunities for children to develop essential life skills, build relationships, and grow as individuals.</p>
	<p>How will you measure this? We will measure the number of active registrations in the Sporty data base system for the 2025 season.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Our project will enable the registration cost of netball for participants to stay at an affordable cost. Many city children pay very high subscriptions. We aim to keep the cost as low as we can and this funding will enable us to do this.</p>
	<p>How will you measure this? By keeping registration/sunscriptions fees at an affordable rate. These are set by the BNC committee based on the financial positon to continue to operate sustainably.</p>

<p><b>Prosperity</b></p> <p>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p><b>Culture</b></p> <p>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p><b>Environment</b></p> <p>Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
AON Insurance	Contents, Building and courts	\$ 1,563.22
Power - Mercury	Contribution to annual power costs	\$ 1,720.80
<b>Total cost:</b>		<b>\$3,284.02</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
Fundraising	Sausage sizzle and other fundraisers	1,200.00
<b>Total contribution</b>		<b>\$1,200.00</b>
<b>Cost less contribution</b>		<b>\$2,084.02</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$2,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

We have funds from the insurance claim on the courts and this is tagged for repairs to the courts - yet to be decided, approved and actioned. (\$40k)

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

No

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
			Not applicable

**Information for applicants:**

- All accountability statements for previous funding must be submitted before any new applications are considered.
- If you are unsure if an accountability statement has been submitted, please contact the Buller District Council Community Services Officer on (03) 788 9683.
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- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

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Name	Signature
Main contact: Nikki Diskin - Funding	
Secondary contact: Virginia Flemming Cha	

**Send your completed application to:**  
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**or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Farm support trust

Legal status of organisation: charitable

Postal address: [REDACTED]

Email: [REDACTED] Postcode: \_\_\_\_\_

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Josh	Manager	[REDACTED]
Secondary contact: Grace	admin	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

The Farm Support Charitable Trust was established to support the rural and wider West Coast community affected by mental health issues brought on by today's environment. Our main objectives include providing resources, support, and advocacy for individuals and families facing mental health challenges in the rural sector.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

We are seeking funding to develop a mental health support program aimed specifically at the rural community, which has been adversely affected by economic and environmental stressors. Additionally, as part of our sustainability plan, we would like to implement three outdoor vending machines—one in Reefton, one in Westport, and one in Karamea—to provide easy access to necessities and promote wellbeing. The vending machines will also generate extra income for the charity, which will help fund the Reefton Men's Group and the Reefton Basketball program, Launch Staff Shortage Program- "Hands on approach".

**- Key Partners:**

We will collaborate with local health services, mental health professionals, community organisations committed to supporting mental health initiatives, and vending machine suppliers.

**- Beneficiaries:**

Approximately 200 rural community members will benefit from our services, including workshops, counseling sessions, support groups, and access to goods through the vending

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

200

**How long will your project/service run?** Start date: 1/04/2025

Finish date: indefinite

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Our project will create safe spaces for discussions about mental health and provide access to essential goods.</p>
	<p>How will you measure this? We will conduct pre- and post-project surveys to assess community engagement and satisfaction.</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Affordability: The outdoor vending machines will provide affordable access to necessities in Reefton, Westport, and Karamea, generating income for community programs.</p>
	<p>How will you measure this? We will track the usage of the vending machines and gather feedback on affordability and availability."</p>

<p><b>Prosperity</b></p> <p>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>	<p>How will your project support this?</p> <p>By addressing mental health and improving access to goods, we aim to enhance community productivity and self-sufficiency.</p>
	<p>How will you measure this?</p> <p>Feedback will be collected from local businesses regarding employee wellbeing and community program engagement.</p>
<p><b>Culture</b></p> <p>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</p>	<p>How will your project support this?</p> <p>The project will include culturally competent training for our staff to better serve diverse community needs.</p>
	<p>How will you measure this?</p> <p>We will evaluate participant feedback on the inclusivity and effectiveness of our programs.</p>
<p><b>Environment</b></p> <p>Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this?</p> <p>Our initiative will promote outdoor activities as part of mental health workshops and encourage community engagement</p>
	<p>How will you measure this?</p> <p>We will track participation rates in these activities and gather feedback.</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
Vending Machine	Purchase and installation of 1 vending machine	\$12,000
Initial Stocking Costs	Initial inventory for the vending machine (snacks)	\$1,500
On-Site Setup Costs	Installation and setup of the vending machine	\$1,000
Promotion	Marketing materials (flyers, social media ads)	\$300
Training Costs	Training staff on mental health support and signposting	\$200
<b>Total cost:</b>		<b>\$15,000</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
Own Funds	Funds already allocated by the organization	\$1,000
Fundraising Events	Expected income from community fundraisers	\$1,000
Other Grants	Any other grants applied for	\$780
<b>Total contribution</b>		<b>\$2,780</b>
<b>Cost less contribution</b>		<b>\$12,220</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$12,220</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

"These funds are designated for ongoing operational costs and cannot be redirected."

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
			Not applicable

**Information for applicants:**

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- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

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Name	Signature
Main contact: Joshua Mahuika	
Secondary contact: Grace stephen	

**Send your completed application to:  
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**COMMUNITY GRANTS APPLICATION**

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council’s Community Outcomes.

Name of your organisation: Homebuilders West Coast Trust

Legal status of organisation: Charitable Trust - CC21182

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7866

**Contact details:**

Name	Position in organisation	Daytime phone number
Main contact:	Nikki Diskin	[REDACTED]
Secondary contact:	Lorraine Scanlon	[REDACTED]

**Why was your organisation set up (what are your organisation’s main objectives)?**

Homebuilders is a Child and Family support service that works with children and families across the West Coast. We provide social work support, counselling, parenting programmes, social worker in schools and supervised contact

Together we strengthen the well-being of children, families and community.  
E whakakaha ana ttau i te oranga o ng tamariki, o ng whnau, o te iwi whanui katoa

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say ‘see attached’ – If you wish to attach a project outline or plan then please do so, but summaries your project here.

We are seeking funding towards our Westport office annual building insurance costs. We were flooded for the 4th time in the major flood event of 2021 at our Mill Street office. Homebuilders as an organisation was then homeless. We worked from various locations and our homes for the next 2 years. The Homebuilders West Coast Trust Board purchased a property which we now reside in at 69 Russell Street, Westport. We are extremely fortunate to work from this building.

The overheads associated with owning and operating a building are very costly. We now have to pay commercial building insurance, commercial rates and repairs and maintenance. We would appreciate any funding towards the annual cost of our building insurance.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

1,000 - many people use our services when needed. 150 client families on our database

**How long will your project/service run?** Start date:

Finish date:

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Homebuilders provides social work support, counselling, parenting programmes, social workers in schools programmes and supervised contact. Communities that have access to these services which aim to enhance people's well-being, help them deal with trauma and crises, and provide options to seek help tend to work towards being healthier, people are more engaged in their communities and feel safe and harm is reduced.</p>
	<p>How will you measure this? We will measure this with the number of referrals in to the service - showing the need for our services. Outcomes and feedback from clients.</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and meet our current and future needs.</p>	<p>How will your project support this? Homebuilders provides quality social services to the Buller community. We have been operating for over 32 years. We have a proven track record and employ qualified social workers and trained counsellors.</p>
	<p>How will you measure this? We will measure this by the number of referrals to our service showing the need for our services We employ registered social workers and qualified professionals..</p>

<p><b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p><b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
Arthur J Gallagher Insurance	Annual building insurance	\$ 9,663.00
	Price excl GST	
<b>Total cost:</b>		\$

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
	contribution towards building insurance	2,000.00
<b>Total contribution</b>		\$2,000.00
<b>Cost less contribution</b>		\$7,663.00
<b>Amount you are requesting from this Community Grant</b>		\$4,000.00

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Funds in Homebuilders account are for service delivery for the next 3 - 6 months.  
We are keeping funds in reserve to fund the Counselling service if required after the ROCC funding ceases late 2026.



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Name	Signature
Main contact: Nikki Diskin	
Secondary contact: Lorraine Scanlon	

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Inangahua Junction Reserve & Hall Subcommittee

Legal status of organisation: Subcommittee of the Buller District Council

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7895

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Yvonne	Chairperson	[REDACTED]
Secondary contact: Andrea	Secretary	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

To provide a community facility that can help foster an inclusive community which will improve the health and well-being of the people living in Inangahua.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

We are seeking funding to upgrade the kitchen facilities to a food grade kitchen. We wish to install new vinyl flooring and a separate hand washing basin.

This work was identified as needing done by ourselves and by Rick Barry who completed a comprehensive review of the Hall asset for the Buller District Council, and also in consultation with the community.

This project will provide a safer and more hygienic space for our food prep for our community dinners and other events such as market days and private functions. It will also improve and preserve the hall.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

1000

**How long will your project/service run?** Start date: April 2025

Finish date: May 2025

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Social Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? The improvement will make the space more useable and more desirable for people to hire for events which will help us generate more income for further hall projects.</p>
	<p>How will you measure this? Number of people attending community events Number of events held Number of times hall hired Feedback received</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Affordability Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Our hall is our only community asset and the only place people can gather and hold events. It is integral to our community. Community meetings about crime prevention cameras, civil defence, and market days are proving that our hall is providing benefits to not only Inangahua residents but also the wider community. Our hall will also be the civil defence incident control point in the event of an emergency so it is critical that this asset is maintained and fit for purpose. Making the improvements to the kitchen will mean it can be used safely and more hygenically and be more inviting.</p>
	<p>How will you measure this? Number of events held Improvements will no longer be required in the Asset Management Plan Feedback recieved</p>

<b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment	How will your project support this? The improvement will increase potential income streams as the kitchen will be a more desirable space to use. It would also have the potential for future community initiatives that have the potential to generate further income opportunities for the hall.
	How will you measure this? Number of hall hires
<b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning	How will your project support this? If the kitchen is of a higher standard it will be more appealing to use which is likely to attract new people to come and hire the hall.
	How will you measure this? Number of events Feedback received
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? N/A
	How will you measure this? N/A

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
West Coast Flooring Plus	Install vinyl flooring	\$ 4,320.00
Craft Plumbing & Gas LTD	Install hand basin	\$ 1,415.88
<b>Beautification</b>	Paint kitchen walls and cupboards	\$ 400.00
<b>Total cost:</b>		<b>\$6,135.88</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
Community working bee	To paint walls and rodent proof and paint cupboards - estimate	400.00
<b>Total contribution</b>		<b>\$400.00</b>
<b>Cost less contribution</b>		<b>\$5,735.88</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$5,735.88</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

We are holding approximately \$60 for our Inangahua Art Project.

We need to keep \$400 for beautification work.

We need to maintain at least \$2000 to cover small incidental costs and improvements.

We are considering using the balance of the money for future work to the hall including draft prevention and interior beautification.

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

The council pays for the power due to the public toilets that are attached to the hall.

The council provides administration at our annual meetings.

The council pays for the lawns to be mowed.

The council pays the rates.

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2024	North wall supper room	5,000.00	YES <input type="checkbox"/>

**Information for applicants:**

- All accountability statements for previous funding must be submitted before any new applications are considered.
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- Complete one application form per project.
- Applications are evaluated by the Community Grants Committee.
- Council's Community Services Officer is available if you require assistance, phone (03) 788 9683.
- Ensure you attach all the required supporting documents.
- The Community Outcomes can be downloaded from Council's website <https://bullerdc.govt.nz/district-council/publications/long-term-plan/community-outcomes/>
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- Please keep a copy of the application to complete the accountability statement.
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**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

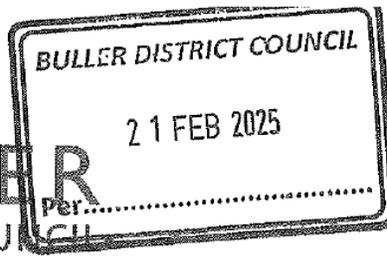
Name	Signature
Main contact:	
Secondary contact:	

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

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**BULLER**  
DISTRICT COUNCIL  
Te Kaunihera O Kawatiri



ATTACHMENT 8



**COMMUNITY GRANTS APPLICATION**

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Kawatiri Kapa Haka/ Waiata Group

Legal status of organisation: Non Profit organization

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7825

**Contact details:**

Name	Position in organisation	Daytime phone number
Main contact: Maraea Casey	Treasurer	[REDACTED]
Secondary contact: Skyee Joyce	President	[REDACTED]

**Why was your organisation set up (what are your organisation's main objectives)?**

- To provide a community space that encompasses and provides, an environment of learning and sharing of Maaori Waiata (songs) kapa haka, poi and tii raakau, for all ages of the community.
- To be able to perform waiata and kapa haka in public spaces.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

- Funding is being sought for a twelve month payment of hall hireage, for R.E.A.P hall at 13 Henley Street, Westport.
- The need was identified, as our group is growing and we are now future planning for regular one day weekly practices.
- We are requiring to lift our hours of use from 2.5 hours to 3 hours once weekly.
- Our group is now able to perform in our community at events.
- Community will have a safe space to participate in learning kapa haka.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

Participants attendance at practices, varies from 15 to 25 plus in one session a week. During

**How long will your project/service run?** Start date: 05/02/2025 Finish date: 10/12/2025

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p style="text-align: center;"><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this?</p> <ul style="list-style-type: none"> <li>- Maintaining a strategic overview of wellbeing by:</li> <li>- Providing a space to gather that have outcomes for our community feeling welcomed.</li> <li>- Being able to work together.</li> <li>- Having a sense of belonging.</li> <li>- Enjoying the experience, in a community environment.</li> <li>- Creating social interactions with others.</li> <li>- Providing a space for all whaanau.</li> <li>- Having supper at the end of the seesion to encourage getting to know one another.</li> </ul>
	<p>How will you measure this?</p> <ul style="list-style-type: none"> <li>- Providing a regular venue to meet and practice.</li> <li>- Having a weekly register of attendance.</li> <li>- Providing committee monthly minutes of meetings for information for the group.</li> <li>- Measuring the growth of the participants by the weekly register.</li> <li>- Asking for feedback via survey sheets.</li> </ul>
<p style="text-align: center;"><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this?</p> <ul style="list-style-type: none"> <li>- Developing partnerships with other community organizations, that increases to enable solutions affordability.</li> </ul>
	<p>How will you measure this?</p> <ul style="list-style-type: none"> <li>- The payment of hireage of the hall, would be utilized , to continue a community that is affordable to hire long term.</li> </ul>

<b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment	How will your project support this? - Revitalisation of tradition Maaori indigenous practices, in the form of Kapa haka/Waiata. - Creating opportunities for self determination. - Sustainable growth and employment, through knowledge shared by tutors and skilled people within the group. - Leading to Tino Rangatiratanga.
	How will you measure this? - Through waiata, haka, that pertains to Tai Poutini, and mata waka iwi. - Providing spaces for all community to aspire and support traditional Maaori practice of Kapa haka/ waiata, within Te Ao Maaori world view.
<b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning	How will your project support this? Through regular sessions, waiata, haka, poi, tii rakau. - The group has an opportunity to whakawhanaungatanga (Talk about who they are and where they come from and who their ancestry links are.) - Supporting community to search for their own ancestors. - Our group supporting those who are on their journey of discovery.
	How will you measure this? - Sharing each persons cultural connections, through Karakia and waiata, (prayers and songs) and whenua.
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? - Through koere of tikanga and kawa of connection to whenua. - Karakia (prayer), waiata (song). - Having small talks about how the natural world is seen by Maaori and receiving other cultures similarities by talking about shared beliefs.
	How will you measure this? - Increased knowledge of participants, when maintaining kaitiaki (guardians) connection with whenua, through karakia and waiata and korero. - Connecting with all those who are involved within the group, in their daily lives of becoming more aware of being a kaitiaki.

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Hall Hireage	12 months	\$ 1,950.00
<b>Total cost:</b>		<b>\$ 1,950.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
<b>Total contribution</b>		<b>\$</b>
<b>Cost less contribution</b>		<b>\$</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 1,950.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

We are in the process of ordering Tee shirts and a logo to be printed. Quotes for the printing and 20 Tee shirts are between \$700.00 and above.

At the end of 2024 we fund raised for skirt fabric and tee shirts. We raised \$1000.00 from our raffle. All of this fundraising money has been spent on uniforms for our Kapa haka group.

Supportive community members gave their own time to cut patterns and sew 8 skirts over a week for us for free, so we could perform in our skirts for Waitangi Day 2025.

What will be the effect if Council does not support your application (please select only one option) ?

- Not go ahead
- Downscaling
- Use own funds
- Postponing
- Apply to other funds
- Other: FUNDRAISING.

Does your organization receive funding or support from Buller District Council this financial year? Yes/ No  
 If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

No, I believe there has been no support for Kawatiri Kapa haka to date.

Have you received funding from Buller District Council Community Grants in the past? Yes/ No  
 If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
			Not applicable

**Information for applicants:**

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**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/we hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, we agree to include Buller District Council's logo in all promotions carried out.

Name	Signature
Main contact: <u>Maraea Casey</u>	
Secondary contact: <u>Skyee Joyce</u>	

**Send your completed application to:  
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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council’s Community Outcomes.

Name of your organisation: Little Wanganui Hall

Legal status of organisation: recreation and reserve board/non profit

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7893

**Contact details:**

Name	Position in organisation	Daytime phone number
Main contact: Kathy Blumm	chair	[REDACTED]
Secondary contact: Carolin Wood	secretary	[REDACTED]

**Why was your organisation set up (what are your organisation’s main objectives)?**

This community hall was built by locals 1955. There was an obvious need for a centre hub in this remote location. This hall is a venue for arts, cultural, educational, recreational, and leisure activities, it provides a space for voluntary groups, and is the gathering point in civil defence emergencies. Access to a community space like this is vital as they play a critical part in strengthening a community by bringing people together.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say ‘see attached’ – If you wish to attach a project outline or plan then please do so, but summaries your project here.

We would like to continue to upgrade our facility as we have in the past years. Specifically the water system. The water system has been upgraded with a proper UV system and we have successfully added a 30,000 litre water tank. The next maintenance need is replacing of the spouting. We have been receiving quotes from builders and have listed a couple options. Our committee will assist builder with removal. We would need finance for the purchase of spouting and labour to professionally install. Replacing the gutters/spouting will complete the entire water system for safe and healthy water available for the community and for Civil Defence emergencies. This will also protect and preserve this asset of our small community.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

With state of the climate;it would be important for civil defence to create a clean water system for the community. It would positively affect the entire Little Wanganui community.

**How long will your project/service run?** Start date: april 2025

Finish date: may 2025

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Social Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Replacing the aged spouting on the Hall will offer the community a clean source of drinking water and is the final piece of the water upgrade that we have completed at LW Hall. The Council has been focusing concerns over the quality and quantity of water available; Little Wanganui Hall is a Civil Defence Sector Point/ meeting point for those with welfare needs during an emergency. Replacing the spouting will also prevent further damage to the building itself by eliminating cracked and sagging gutters that quickly erode a bulidings exterior.</p>
	<p>How will you measure this? The increase of use of the hall with confidence we have enough clean water. Prevention of water damage to the building as it is now. Diverting the water off the buildings exterior and increase water containment.</p>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Affordability Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? If we receive the grant, we have a team of volunteers that could save money by helping remove the old spouting for the builder.</p>
	<p>How will you measure this? Just cost this project out including labour vs. free labour and you will see the benefit of financing this project! Community efforts go a long way and that is priceless.</p>

<b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment	How will your project support this?  Knowing we have an increased supply of clean water for this remote area of Little Wanganui will be important in civil emergencies.
	How will you measure this?  Confidence that we can take care of our community in a civil defence emergency; which seems to be happening more and more; ie road closures on the Karamea bluff and the environmental disasters it is important to have a supply of clean potable water. Will protect and extend the longevity of our community building with this needed maintenance.
<b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning	How will your project support this?  The availability of the community hall to be used by various groups, weddings, funerals, meetings, will be much improved with an increased size of water tank. It will also be available for use in case of fire; having solid clean runs of guttering will assure we are getting all the rainwater into the tank; and keeping our beautiful building in good shape.
	How will you measure this?  By the smiles on the faces of Little Wanganui residents.
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? Emergencies can happen anytime. It seems to be more frequent these days. Supplying our small community with a larger volume of water that is treated with a UV filtration system already installed would offer the community safe drinking water in times of emergencies. Replacing the spouting on the hall will help preserve the integrity of our community building and increase supply of clean water available to the public.
	How will you measure this?  with great precision and admiration.

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

<b>Your expenses</b>	<b>Detail</b>	<b>Amount (\$)</b>
guttering for hall	Quote is attached for coloursteel guttering; See quotes attached	\$2703.90
Labour		\$1200.00
<b>Total cost:</b>		<b>\$ 3903.90</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
free labour	Will dismantle spouting for contractor	\$1000
<b>Total contribution</b>		<b>\$1000</b>
<b>Cost less contribution</b>		<b>\$</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 2903.90</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Our funds are used for running the hall and we have been fundraising for a special project. There will be some upcoming maintenance/upgrading on the building. Toilets need replacing. Monies raised recently will be used on a future renovation which includes purchasing a handicap accessible front door with ramp/rails, and upgrades to the commercial grade kitchen space. These funds have been earmarked for this project.

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

No

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2022	water tank/helipad solar light	6,000	Not applicable

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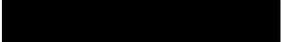
**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
- Two letters of community support for your organisation, signed, dated and less than six months old, from people not involved or connected in any way with the running of your organisation.
- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

I/We hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide an accountability report to Buller District Council stating that the money received has been spent on the project or service as requested. I/we agree to participate in any funding audit of our organisation conducted by Buller District Council.

I/we also consent to Buller District Council collecting, retaining and using the contact details of our organisation that have been listed in this application. I/we confirm we have the authority to provide these details and to commit the organisation to this application. Where funds are approved, I/we agree to include Buller District Council's logo in all promotions carried out.

Name	Signature
Main contact: Kathy blumm	
Secondary contact: Caroline Wood	

**Send your completed application to:  
Buller District Council, PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Presbyterian Support Upper South Island

Legal status of organisation: Charity CC21765 Incorporated Society 211189

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 8014

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Karen Stevens	Grants coordinator	[REDACTED]
Secondary contact: Barry Helem	CEO	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

Our vision is for an equitable, compassionate and inclusive society and our mission is to enhance the mana of children/tamiki, young people/rangatahi, families/whnau and older people/kaumtua to be safe, resilient and connected. We provide a wide range of social services to support vulnerable people throughout Christchurch, Mid Canterbury, West Coast, Nelson, Marlborough and North Canterbury. We deliver services through our two social service brands; Enliven and Family Works. Enliven is a Positive Ageing Services helps older people to remain healthy, well and socially connected as they age. Family Works services help children, youth and families learn, grow and thrive. We offer counselling and social work support along with a range of group programmes.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

Presbyterian Support Upper South Island is seeking funding for travel cost for our Enliven Home Share program. A number of volunteers host welcome around six older people into their homes from the West Coast region. We collect people from their homes with a volunteer available to welcome and assist our older people into the van. On arrival the home share host welcomes them into their home with morning tea and a cuppa as they connect with their host and the others in their group. Throughout the day they enjoy activities together, interact with the hosts pets, a little movement/exercise and other ideas that they come up with together. They are also served lunch and afternoon tea together and taken home. We hear lovely stories from our Hosts like little comments from the attendees "If we didn't come here each week, I don't think I'd ever laugh" and "when I get home, I think blow, I have to wait another week before I can go again". It's given them a chance to be part of the community again and to make new friends. We keep adding to our pool of hosts and have a waiting list of older people wanting to join the programme. It also offers time to there primary care givers The funding would be used for travel costs to get our older people to and from the Homeshare and community activities.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

60

**How long will your project/service run?** Start date: 1/5/2025

Finish date: 30/4/2026

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? The service is designed for older people and aims to increase their social connection and reduce loneliness; to provide meaningful activity and companionship. It also gives the carers of older people regular time to themselves. The hosts enjoy being a part of something bigger than themselves and give back to their community and our older people.</p>
	<p>How will you measure this? Through questionairs and feedback</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Homeshare is very reliant on volentears that allows us to offer the programme free of charge. We also use grant proceeds, bequests and income from investments to help full the shortfall.</p>
	<p>How will you measure this? By enabling the programme to remain free to participants. PSUSI has been operating for over 116 years and has proven operational practice that ensures we are here to stay.</p>

<b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment	How will your project support this?
	How will you measure this?
<b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning	How will your project support this? Whakawhanaungatanga is one of our values to nurture connections, heritage and relationships - We strengthen connections and relationships with our clients, our whnui hauora and each other. We collaborate with and embrace the strengths of others that complement our own. We are aware of expectations, values, beliefs, perspectives and cultures and we connect to them in appropriate ways to provide a sense of belonging for all. We acknowledge and thank those who work alongside us and support our mahi. We respect the legacy of our past, learn from our shared experience and strive to continuously grow and improve to better connect with our community
	How will you measure this? We regularly reflect on our programmes to ensure our values are upheld and find the learning in any challenges so we can move forward together.
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? Kaitiakitanga - Guardianship, protection, conservation - We care for and uphold the mana of our clients, te whnui hauora and colleagues. We are inclusive of all people. We maintain professional boundaries, protect our information, are respectful of client confidentiality and are strong advocates for our client's wellbeing. We validate and respect our client's abilities and will provide support and tools to help them grow and become independent through our strength and values-based practice. We are serious about environmental sustainability and actively seek ways to lessen our environmental impact. We make decisions with our mission and the future in mind.
	How will you measure this? This is also one of our core values. We regularly look at ways we incorporate our values into our work and look for opportunities where we can add more.

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Travel	Travel for West Coast Homeshare	16940.00
<b>Total cost:</b>		<b>\$ 16940.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
PSUSI	Cash on hand	11940.00
<b>Total contribution</b>		<b>\$ 11940.00</b>
<b>Cost less contribution</b>		<b>\$ 5000.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 5000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

All of PSUSI funds are allocated to our services, reserves, maintenance etc. Annual our budget runs with a shortfall that is supported by grant funding, investment income, bequests and donations.

What will be the effect if Council does not support your application (please select only one option) ?

- Not go ahead
- Downscaling
- Use own funds
- Postponing
- Apply to other funds
- Other:

Does your organization receive funding or support from Buller District Council this financial year? Yes / No

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

Have you received funding from Buller District Council Community Grants in the past? Yes / No

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2022	Homeshare	2,304.00	YES <input type="checkbox"/>

**Information for applicants:**

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**Checklist for your application:**

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Name	Signature
Main contact: Karen Stevens	
Secondary contact: Barry Helem	

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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Reefton Bowling Club

Legal status of organisation: Incorporated Society

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7830

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	Teena Morgan	[REDACTED]
Secondary contact:	Grant Phillips	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

The Bowling Club was formed early last century as a place of gathering and sport for the Reefton community. It became Incorporated in 1911. Today the club promotes social bowls to all those in the community, providing an inclusive venue for all ages.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

Fertiliser for the green  
Fuel for the lawnmower

All those using the facilities will benefit from a well maintained green and better playing surface.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

192

**How long will your project/service run?** Start date: 1/04/2025

Finish date: 31/03/2026

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? By having a good playing surface it will encourage more players and family groups to use the facilities. The club is using brown top as the grass to enable us to have lower maintenance costs and very limited use of toxic chemicals. It is also more drought resistant.</p>
	<p>How will you measure this? By the continued growth in membership and support for the club, and the ongoing use of the greens by school groups.</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>

<p style="text-align: center;"><b>Prosperity</b></p> <p><b>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</b></p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p style="text-align: center;"><b>Culture</b></p> <p><b>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</b></p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>
<p style="text-align: center;"><b>Environment</b></p> <p><b>Our distinctive environment and natural resources are healthy and valued.</b></p>	<p>How will your project support this?</p>
	<p>How will you measure this?</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Re-Gen R8	Fertiliser	\$ 98.00
The Andersons	Fertiliser	\$ 190.00
Potassium Sulphate	Fertiliser	\$ 54.00
Ammonia Sulphate	Fertiliser	\$ 100.00
Ferrous Sulphate	Fertiliser	\$ 100.00
Magnesium Sulphate	Fertiliser	\$ 70.00
Petrol	Mowing 60lt @ \$2.90	\$ 174.00
<b>Total cost:</b>		<b>\$786.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
Labour	Voluntary	0.00
<b>Total contribution</b>		<b>\$0.00</b>
<b>Cost less contribution</b>		<b>\$786.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$786.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

The money in our account is to cover council rates, insurance, power and unexpected maintenance costs

**What will be the effect if Council does not support your application (please select only one option) ?**

- Not go ahead
  - Downscaling
  - Use own funds
  - Postponing
  - Apply to other funds
  - Other:
- 

**Does your organization receive funding or support from Buller District Council this financial year? Yes / No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

No

**Have you received funding from Buller District Council Community Grants in the past? Yes / No**

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2022	Building Maintenance	5,000.00	YES

**Information for applicants:**

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**Checklist for your application:**

- Filled out and signed application form. Please ensure that you have completed ALL sections of the application. If information is not provided, it may delay your application.
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- A copy of your organisation's latest annual accounts. If you do not have annual accounts, please attach a statement of income and expenditure for the past 12 months. If neither of these documents are available please explain why below, and attach a copy of your organisations latest bank account statement/s.

**Declaration:**

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Name	Signature
Main contact: Teena Morgan	
Secondary contact: Grant Phillips	

**Send your completed application to:  
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## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Reefton Boxing Gym

Legal status of organisation: Incorporated Charities registered

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7872

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	Lorelei Norris Treasurer	[REDACTED]
Secondary contact:	Dean Giddens President	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

We exist to support and develop the local youth community of Reefton through a community-based club which provides, caring and skilled coaches who are passionate about helping young people from all backgrounds achieve their aspirations. We combine our skill in boxing to develop and nurture young people which enables them to respect each other, and become champion young people who contribute to the community of Reefton.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summaries your project here.

Our youth are in need of tracksuits and tee shirts to wear before training and while they are representing Reefton at tournaments around New Zealand. We would like our youth to look tidy and respectful while they are representing our community and club. We are also in need of equipment for our youth to use during tournaments. This include official Boxing NZ uniforms to wear during bouts. Gloves, Groin protectors, head gear and special gloves for training with boxing pads.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

20

**How long will your project/service run?** Start date: 01/02/2025 Finish date: 01/02/2026

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Our Gym provides a safe, welcoming environment and positive environment. Everyone is welcome to join and our coaches work with youth to their stage of ability. Some may join for fitness and some may go on to compition fighting. Its all about giving it a go and being part of a team.</p>
	<p>How will you measure this? Everyone will feel welcome. New comers will return and join our club. Youth will appear to feel included.</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? Our gym will be clean, tidy and lvllel resources for the purpose of a boxing gym</p>
	<p>How will you measure this? Youth and community members will be able to join and utilize this space which will be affordable for all.</p>

<b>Prosperity</b> Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment	How will your project support this? We are inspiring young people, helping them to motivate themselves, be healthy and achieve their aspirations. This will have lasting effects on our youth and support them to grow into independent contributing young people-within our community.
	How will you measure this? We will see our youth grow and become more involved in contributing to the running of the club, support our younger members and helping with community events such as the 24.hour boxing event we held to raise money for mental health in 2023. As well as other fundraising in our community.
<b>Culture</b> Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning	How will your project support this? Our club is committed to respecting and implementing the dual heritage of the partners of Te Tiriti o Waitangi (the Treaty of Waitangi)
	How will you measure this? Our youth will have a sense of belonging and feel that their culture is valued.
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? Our gym will be clean and tidy and our youth will be encouraged to be respectful towards the environment.
	How will you measure this? Our community will recognize our club as clean tidy and respectful to all

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Bag Carry Gear	Gym Bags for travel x 10	400
Tracksuits	Pants and Jackets x 20	\$ 4000
Uniforms	Tee shirts x 15 \$50 each	\$ 750
Wraps Grain Guards	\$50 x 8	\$400
Head Gear	\$120 each x 6	\$ 720
Drink Bottles	Team Drink Bottles 10	\$ 100
Fight Singlets/Top	x 15 \$50 each	\$ 750
<b>Total cost:</b>		\$ 7120

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
	Fundraising Reelfton	200
	Races Pie Sales	
<b>Total contribution</b>		\$ 200
<b>Cost less contribution</b>		\$ 6920
<b>Amount you are requesting from this Community Grant</b>		\$ 6920

If you are holding funds in your accounts, please outline why these cannot be used for this project or use.

What will be the effect if Council does not support your application (please select only one option) ?

- Not go ahead
- Downscaling
- Use own funds
- Postponing
- Apply to other funds
- Other:

Does your organization receive funding or support from Buller District Council this financial year? Yes / **No**

If yes, please specify below. This can include annual plan funding, use of Council facilities, administration support, support with materials, running costs, hire, fees, promotion, or support by Council staff.

Have you received funding from Buller District Council Community Grants in the past? **Yes** / No

If yes, please complete this table. If you have received funding more than once, please refer to the most recent amount you received.

Year	Project	Amount (\$)	Have you submitted an accountability statement for this project?
2024	Equipment + uniforms	\$2500	Not applicable <b>Yes</b>

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<b>Name</b>	S
Main contact: <i>Dean Giddens</i>	
Secondary contact: <i>Lorelei Norris</i>	

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The personal information that you provide in this form will be held and protected by Buller District Council in accordance with our privacy policy (available at [bullerdc.govt.nz/privacy](http://bullerdc.govt.nz/privacy) and at council libraries and service centres) and with the Privacy Act 2020. Council's privacy policy explains how we may use and share your personal information in relation to any interaction you have with the council, and how you can access and correct that information. We recommend you familiarise yourself with this policy.



## COMMUNITY GRANTS APPLICATION

The Buller District Council Community Grants Fund is for community groups/organisations that are carrying out projects that align with Council's Community Outcomes.

Name of your organisation: Reefton Motor Camp

Legal status of organisation: Non-profit organisation

Postal address: [REDACTED]

Email: [REDACTED] Postcode: 7830

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Fiona Wykes	Camp manager	[REDACTED]
Secondary contact: Len Shaw	Chair of committee	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

We are a Motor Camp - providing powered and unpowered camping sites and cabins for people to stay in.

**What are you seeking funding for?** Please summarise and include how was the need identified, what are your key partners, who will benefit, how will it benefit the community or the participants.

Please do not say 'see attached' – If you wish to attach a project outline or plan then please do so, but summarise your project here.

Continuing to re-open the riverbank walk in Reefton from the Skate Park, ultimately to the swing bridge. This is Stage 3 of the project following on from the Strand Project Group who completed Stages 1 and 2 in previous years thanks, in part, to assistance from BDC. Currently for the Powerhouse Walk walkers have to walk up the main highway for part of the route which is not safe. It has been many years since the community of Reefton, campers and other visitors have been able to enjoy the Inangahua River and to walk in safety as they undertake the heritage Powerhouse Walk. This section of the walk is the last to still need restoration and to be re-opened. It will involve clearing foliage from the existing path and stop bank from the Skate Park to the end of the Motor Camp, opening up views and direct links to the river, creating a new path from the end of the Motor Camp to the swing bridge to link up to the existing walkway.

Please note start and finish date below is for the works to the project. The service will be ongoing with no end date.

**How many people will positively be impacted?**

This can be participants, audiences, clients, people that will use your service, or people who will be impacted This needs to be a number, do not include many, few, don't know. If you don't know exact numbers, please provide an estimate.

Estimated 5000+ - campers, visitors and local community

**How long will your project/service run?** Start date: When funding ob Finish date: 2 months later

**Which of the Buller District Community Outcomes will your project contribute towards?**

If your project does not support a Community Outcome insert NA. Copies of the Community Outcomes can be downloaded from Council's [website](#) or contact Community Services staff for more information.

**Please include how you will evaluate and measure the positive impact for each Community Outcome.**

This can be quantitative or qualitative and reporting on these is part of your accountability statement.

<p><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? The heritage Powerhouse Walk will be more accessible and safer for the community and visitors. Walking on the main highway will no longer be a requirement. The walk will promote healthy lifestyles through walking, running and cycling, connecting the entire community in a healthy and safer environment.</p>
	<p>How will you measure this? The public will provide feedback to the Visitor Centre and the community facebook pages</p>
<p><b>Affordability</b> Our communities are supported by quality infrastructure, facilities and services that are efficient, fit-for-purpose, affordable and met our current and future needs.</p>	<p>How will your project support this? The re-opened and extended walk will provide free recreation and exercise opportunities for the local community and visitors through a safe and fit-for-purpose track</p>
	<p>How will you measure this? The public will provide feedback to the Visitor Centre and the community facebook pages</p>

<p><b>Prosperity</b></p> <p><b>Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</b></p>	<p>How will your project support this? The walking infrastructure of the town will be improved, also providing better accessibility to the heritage Powerhouse project itself which is a source of pride and positive aspirations for the future of the town.</p>
	<p>How will you measure this? The public will provide feedback to the Visitor Centre and the community facebook pages</p>
<p><b>Culture</b></p> <p><b>Our lifestyle is treasured, our strong community spirit is nurtured, and our inclusive and caring communities understand our whakapapa and heritage and support lifelong learning</b></p>	<p>How will your project support this? The opened walkway will provide direct accessibility to heritage and culture of the area - both with the link to the heritage Powerhouse and information signage being provided in relation to the Inangahua River and mana whenua of Tai Potini, as well as better access to the existing information already available along the parts of the walkway that have previously been completed.</p>
	<p>How will you measure this? The public will provide feedback to the Visitor Centre and the community facebook pages</p>
<p><b>Environment</b></p> <p><b>Our distinctive environment and natural resources are healthy and valued.</b></p>	<p>How will your project support this? The project will provide better accessibility to the natural environment through safe walking, running and cycling</p>
	<p>How will you measure this? The public will provide feedback to the Visitor Centre and the community facebook pages</p>

**Your budget**

Please identify all the expenses related to this funding application. These can include materials, venue hire, promotion, equipment hire, fees, running costs, and wages.

Your expenses	Detail	Amount (\$)
Rubbish clearance	Large amounts of rubbish on bank of river	\$ 1,000.00
Foliage clearance	Clearing foliage, opening up views of river	\$ 8,450.00
Chipper hire	To dispose of cleared foliage	\$ 1,950.00
Track formation	Digger hire, base layers, gravelling etc	\$ 7,450.00
Signage	Education/interpretation and safety	\$ 2,150.00
<b>Total cost:</b>		<b>\$21,000.00</b>

Please identify all contributions to this project. These can include own funds, income from fundraising events, other grants, ticket sales, sale of artwork, sponsorship, or donations.

Your contributions	Detail	Amount (\$)
Volunteer labour	Helping with vegetation clearance	1,000.00
	and work on the track	
	Cost already accounted for	
<b>Total contribution</b>		<b>\$ 1,000.00</b>
<b>Cost less contribution</b>		<b>\$21,000.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$21,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

We cannot use Reefton Motor Camp funds as these are required for the day to day running of the camp, ongoing maintenance and repairs and ongoing upgrades of the facilities. The camp is working with many years of deferred maintenance and old and failing machinery. The proposed project is part of a Reefton community project for the benefit of the wider Reefton Community, as well as campers and visitors and is outside our remit for spending.