



# **AGENDA**

Meeting of the  
**Buller District Council**

**Commencing at 3:30pm**  
**Wednesday 25 September 2024**

*To be held at the*  
Clocktower Chambers  
Palmerston Street  
Westport



## CORE COUNCILLOR ROLE AND RESPONSIBILITIES

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

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

Our commitments to best support each other and meet the challenges and opportunities of 2024 include:

### CLEAR AND RESPECTFUL COMMUNICATION

We are committed to:

- Actively listening and not interrupting;
- Remaining conscious of 'tone', body language, and amount of time speaking (allowing time for others);
- Responding/answering in a timely manner; and
- Being honest, reasonable, and transparent.

### TRUST AND RESPECT

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

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

### CONTINUOUS LEARNING AND IMPROVEMENT

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

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

NONE OF US IS AS SMART AS ALL OF US

# Council

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

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## **Purpose**

The Council is responsible for:

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

## **Terms of Reference**

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

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



# Buller District Council



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

25 September 2024 03:30 PM

<b>Agenda Topic</b>	<b>Page</b>
1. <a href="#">Apologies</a>	8
2. <a href="#">Members Interests</a>	9
3. <a href="#">Confirmation of Previous Minutes</a>	10
3.1 <a href="#">Attachment 1 - Council Public Meeting Minutes 28 August 2024</a>	11
4. <a href="#">Action Points Report</a>	18
4.1 <a href="#">Attachment 1 - Council Action Points August 2024</a>	19
5. <a href="#">Community-Led Revitalisation Fund Applications</a>	21
5.1 <a href="#">Attachment 1 - Carters Beach Hall and Reserve Subcommittee</a>	22
5.2 <a href="#">Attachment 2 - EPIC Westport</a>	30
6. <a href="#">Community Grants Applications</a>	39
6.1 <a href="#">Attachment 1 - Cancer Society Canterbury-West Coast Division</a>	43
6.2 <a href="#">Attachment 2 - Charleston to Westport Coastal Trail Trust</a>	49
6.3 <a href="#">Attachment 3 - Citizens Advice Bureau</a>	55
6.4 <a href="#">Attachment 4 - Clean Streams Karamea</a>	61
6.5 <a href="#">Attachment 5 - Heritage West Coast Incorporated</a>	68
6.6 <a href="#">Attachment 6 - Inangahua A&amp;P &amp; Sports Association</a>	74
6.7 <a href="#">Attachment 7 - Kaitiaki Mokihinui Charitable Trust</a>	80
6.8 <a href="#">Attachment 8 - Karamea Historic Society</a>	86
6.9 <a href="#">Attachment 9 - Karamea War Memorial Library Inc</a>	92

6.10	<a href="#"><u>Attachment 10 - Kawatiri Nature Environment &amp; Communities Trust</u></a>	98
6.11	<a href="#"><u>Attachment 11 - NZ Food Network FoodBank Distribution Buller</u></a>	104
6.12	<a href="#"><u>Attachment 12 - Reefton Historic Trust Board</u></a>	110
6.13	<a href="#"><u>Attachment 13 - Reefton Sports Park</u></a>	116
6.14	<a href="#"><u>Attachment 14 - Westport MENZ Shed</u></a>	122
6.15	<a href="#"><u>Attachment 15 - Westport Playcentre</u></a>	128
7.	<a href="#"><u>Community Led Revitalisation Fund: Accountability Reports</u></a>	134
7.1	<a href="#"><u>Attachment 1 - Clean Streams Karamea Incorporated</u></a>	135
7.2	<a href="#"><u>Attachment 2 - Carters Beach Hall Reserve Subcommittee</u></a>	139
7.3	<a href="#"><u>Attachment 3 - Inangahua Silver Band</u></a>	142
7.4	<a href="#"><u>Attachment 4 - Karamea Reserve Subcommittee</u></a>	144
7.5	<a href="#"><u>Attachment 5 - Northern Buller Communities Society Inc</u></a>	148
8.	<a href="#"><u>Community Grants: Accountability Report</u></a>	151
8.1	<a href="#"><u>Attachment 1 - Clean Streams Karamea Incorporated</u></a>	153
8.2	<a href="#"><u>Attachment 2 - Inangahua A&amp;P Show</u></a>	156
8.3	<a href="#"><u>Attachment 3 - Kaitiaki Mokihinui Charitable Trust</u></a>	159
8.4	<a href="#"><u>Attachment 4 - Karamea War Memorial Library</u></a>	162
8.5	<a href="#"><u>Attachment 5 - Kawatiri Nature Environment &amp; Communities Trust</u></a>	165
8.6	<a href="#"><u>Attachment 6 - Reefton Historic Trust Board</u></a>	168
8.7	<a href="#"><u>Attachment 7 - Torea Gallery and Studios Inc</u></a>	171
8.8	<a href="#"><u>Attachment 8 - Westport Menz Shed</u></a>	174
8.9	<a href="#"><u>Attachment 9 - Westport Playcentre</u></a>	177
8.10	<a href="#"><u>Attachment 10 - NZ Council of Victim Support Groups</u></a>	180
8.11	<a href="#"><u>Attachment 11 - Potikohua Trust</u></a>	183
9.	<a href="#"><u>General Rates Differentials And Water Rating Review</u></a>	186
10.	<a href="#"><u>Loan Extension - Buller District Council To Buller Holdings Limited</u></a>	190
10.1	<a href="#"><u>Attachment 1 - Buller District Council Deed of Variation 2024</u></a>	194

11.	<a href="#"><u>Westport Airport Authority – Full Year Report To 30 June 2024</u></a>	197
11.1	<a href="#"><u>Attachment 1 - Westport Airport Authority Accounts (Unaudited) 2024</u></a>	200
12.	<a href="#"><u>Status Report – Carnegie Library</u></a>	214
12.1	<a href="#"><u>Attachment 1 - Draft Memorandum of Understanding – Carnegie Building</u></a>	219
12.2	<a href="#"><u>Attachment 2 - Steering Group Terms of Reference - Carnegie</u></a>	224
13.	<a href="#"><u>Mayors Report</u></a>	228
13.1	<a href="#"><u>Attachment 1 - MTFJ Annual Report</u></a>	237
13.2	<a href="#"><u>Attachment 2 - Regional Deals Strategic Framework</u></a>	253
13.3	<a href="#"><u>Attachment 3 - Mayors Correspondence</u></a>	281
14.	<a href="#"><u>CEO Report</u></a>	289
15.	<a href="#"><u>Portfolio Leads Verbal Updates</u></a>	294
16.	<a href="#"><u>Public Excluded Report</u></a>	295

**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 1**

**Prepared by** Simon Pickford  
Chief Executive Officer

**APOLOGIES**

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**1. REPORT SUMMARY**

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

**2. DRAFT RECOMMENDATION**

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

**OR**

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

# BULLER DISTRICT COUNCIL

25 SEPTEMBER 2024

AGENDA ITEM: 2

Prepared by Simon Pickford  
Chief Executive Officer

## MEMBERS INTEREST

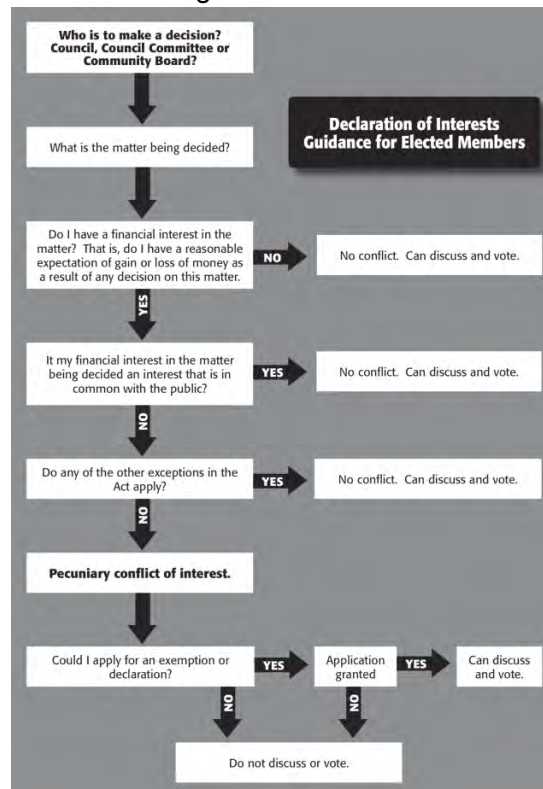
Members are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.

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

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

### DRAFT RECOMMENDATION:

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



**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 3**

**Prepared by** Simon Pickford  
Chief Executive Officer

**Attachments** 1. Council Meeting Public Minutes 28 August 2024

**CONFIRMATION OF MINUTES**

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**1. DRAFT RECOMMENDATION**

**That Council receive and confirm the Public Minutes from:**

- **Council Meeting 28 August 2024**



**ORDINARY MEETING OF THE BULLER DISTRICT COUNCIL, HELD AT 3.30PM  
ON WEDNESDAY 28 AUGUST 2024 AT CLOCKTOWER CHAMBERS,  
PALMERSTON STREET, WESTPORT.**

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**PRESENT:** Mayor J Cleine, Deputy Mayor A Basher, Cr P Grafton, Cr A Pfahlert, Cr J Howard, Cr G Neylon, Cr R Sampson, Cr G Weston, Cr L Webb, Cr C Reidy

**PRESENT VIA ELECTRONIC LINK:** Cr T O'Keefe, N Tauwhare (Iwi Representative)

**IN ATTENDANCE:** S Pickford (CEO), K Trigg (Group Manager Community Services), M Sutherland (Contractor Manager Infrastructure Planning), J Ruiz (Coordinator Solid Waste), C Borrell (Governance Assistant), C McDonald (Governance Secretary)

**IN ATTENDANCE VIA ELECTRONIC LINK:** R Barry (Contract Project Manager)

**MEDIA:** Ellen Curnow (Westport News)

**PUBLIC FORUM:** N/A

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**MEETING DECLARED OPEN AT: 3.34PM**

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**1. APOLOGIES (Page 7)**

**Discussion:**

Nil.

**RESOLVED** that there are no apologies to be received and no requests for leave of absence and approves N Tauwhare (Iwi Representative) leave of absence for the Public Excluded section.

**Mayor J Cleine / Deputy Mayor A Basher**

11/11

**CARRIED UNANIMOUSLY**

**2. MEMBERS INTEREST (Page 8)**

**Discussion:**

Cr C Reidy in PE1 – Confirmation of minutes

Cr G Neylon Agenda Item 5 - Reefton Campground Proposal

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

**Mayor J Cleine / Cr P Grafton**

11/11

**CARRIED UNANIMOUSLY**

**3. CONFIRMATION OF PREVIOUS MINUTES (Page 9)**

**Discussion:**

Nil.

**RESOLVED** That Council receive and confirm the Public Minutes from:

- Council Meeting 31 July 2024

**Cr G Weston / Cr A Pfahlert**

11/11

**CARRIED UNANIMOUSLY**

**4. ACTION POINTS REPORT (Page 18)**

**Discussion:**

M Sutherland provided a verbal update. Action Point 24: the agreement has been signed by both parties; the contract is awarded subject to final confirmation of the resource consent.

The intention is to progress Action Point 24 prior to discussions on Action Point 25.

**RESOLVED** that Council receive the Action Point list for information.

**Cr P Grafton / Cr A Pfahlert**

11/11

**CARRIED UNANIMOUSLY**

**5. REEFTON CAMPGROUND PROPOSAL – CONSIDERATION OF SUBMISSIONS (Page 20)**

**Discussion:**

N Tauwhare (Iwi Representative) joined the meeting via Zoom at 3.43PM

Cr G Neylon declared an interest in this item as he is speaking on behalf of the Reefton Reserve Subcommittee and will not participate in the discussion or vote.

**Speaker one: Graeme Neylon (on behalf of the Reefton Reserve Subcommittee)**

Spoke in support of the proposal.

**Speaker two: Susan Wauchop**

Against the Proposal and has provided a written statement to be read.

Mayor J Cleine read the statement on behalf of the submitter.



**RESOLVED** That the Council:

- 1) Consider all submissions received and hear from those submitters wishing to speak;

**Mayor J Cleine / Cr J Howard**

**11/11**

**CARRIED UNANIMOUSLY**

- 2) After consideration of all submissions received to the proposal resolves to:

- a) Confirm that the Sections 49, 50, 51, 52 and 53 Town of Reefton (the Site) are part of the Reefton Recreation Reserve, set apart as a camping ground under section 53(1)(h) of the Reserves Act 1977;

**Cr P Grafton / Cr L Webb**

**9/9**

**Cr C Reidy abstained**

**CARRIED UNANIMOUSLY**

- b) Declare the Site a relocatable home park;

**Deputy Mayor A Basher / Cr P Grafton**

**9/9**

**Cr C Reidy abstained**

**CARRIED UNANIMOUSLY**

- c) Consent to the erection of the cabins, the construction of the car parks and installation of services (which may be used for the purposes of providing permanent or temporary personal accommodation for workers) as set out in Attachments 1&2, in its capacity as administering body of the reserve;

**Mayor J Cleine Cr P Grafton**

**9/9**

**Cr C Reidy abstained**

**CARRIED UNANIMOUSLY**

- d) Consent to the placement of the cabins on the Site, in its capacity as a local authority under the Camping Ground Regulations;

**Mayor J Cleine Cr J Howard**

**9/9**

**Cr C Reidy abstained**

**CARRIED UNANIMOUSLY**

**6. WEST COAST REGIONAL WASTE ASSESSMENT 2024 – COUNCIL APPROVAL (Page 45)**

**Discussion:**

Staff noted corrections to be made to the report and attachments as fed back by Councillors.

**RESOLVED** That Council:

1. Receive the report.

**Mayor J Cleine / Cr A Pfahlert**

**11/11**

**CARRIED UNANIMOUSLY**

2. Agrees with the findings from the West Coast Regional Waste Assessment 2024 and;

3. Adopts the West Coast Regional Waste Assessment 2024.

**Deputy Mayor A Basher / Cr P Grafton**

**11/11**

**CARRIED UNANIMOUSLY**

4. Agrees to proceed with the amendment of the existing West Coast Regional Waste Management and Minimisation Plan 2018 to develop a new draft West Coast Regional Waste Management and Minimisation Plan 2024 based on:

- a) The findings from the West Coast Regional Waste Assessment 2024
- b) Alignment of activities with the 2023 Te rautaki para - National Waste Strategy – under the Waste Management Act 2008, Section 50(3)(a).

**Cr A Pfahlert Deputy / Mayor A Basher**

**10/10**

**CARRIED UNANIMOUSLY**

## 7. **MAYOR'S REPORT (Page 213)**

### **Discussion:**

Mayor J Cleine spoke about discussions held with Tasman District Council around Local Water Done Well.

Mayor J Cleine provided verbal update on Regional Infrastructure Fund criteria and draft application being in line with regional priorities. The recently announced central government Regional Deals policy was discussed as potentially an option for the West Coast to explore if invited by government.

Clarification was sought round the acronym for NEET = Not in Education Employment or Training.

**RESOLVED** That Council:

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

**Cr A Pfahlert / Cr G Weston**

**11/11**

**CARRIED UNANIMOUSLY**

**8. CHIEF EXECUTIVE OFFICER'S REPORT (Page 257)****Discussion:**

Nil.

**RESOLVED** That Council:

1. That Council receives the Chief Executive Officer's Report for information.

**Cr J Howard / Deputy Mayor A Basher**

**11/11**

**CARRIED UNANIMOUSLY**

**9. PORTFOLIO LEADS VERBAL UPDATE (Page 261)****Discussion:**

Cr A Pfahlert left the meeting 5.06PM

Cr A Pfahlert returned to the meeting 5.09PM

Cr L Webb left the meeting 5.12PM

Cr L Webb returned to the meeting 5.14PM

Cr P Grafton left the meeting 5.15PM

Cr P Grafton returned to the meeting 5.17PM

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

**a. Inangahua Community Board – Cr L Webb**

Meeting 3 September, 5pm Women's Institute Rooms, Reefton.

**b. Regulatory Environment & Planning - Councillors Neylon and Basher**

Busy time with District Liquor Licensing and Resource Consent hearings. There has been a resignation from the committee which needs filling.

**c. Community Services - Councillors Howard and Pfahlert**

Destination Management Reference Group meet in Greymouth 5 September. Tourism Summit is 6 September in Shantytown. Grant workshop is 11 September. Youth Voice Kawatiri are interested in setting up a Youth Council in Buller.

**d. Infrastructure - Councillors Grafton and Weston**

Attended a meeting 28 August. Workshop looking at future planning to be held in October/November.

**e. Corporate Policy and Corporate Planning - Councillors Reidy and Sampson**

Nothing to report. Mayor Jamie Cleine requested these portfolio holders to begin engaging with the finance team especially in relation to development of the Long-Term Plan.

**f. Smaller and Rural Communities - Councillors O'Keefe and Webb**

Subcommittee Annual meetings in progress, will report on progress once these are held. Attended the Charleston Community Group. The Waimangaroa community are investigating installing a small playground.

**g. Iwi Relationships - Ngāti Waewae Representative Ned Tauwhare and Mayor Cleine**

N Tauwhare (Iwi Representative) undertaking some work with Gentle Annie and Kaumatua around interpretation panels. Federation Mining to give a presentation to Greymouth High School.

**h. Te Tai o Poutini Plan – Mayor J Cleine and Cr G Neylon**

Reminder that submissions for variation two close Friday. Any proposed changed to the RMA unlikely to become active until mid to late 2025. District Plan to keep progressing with any legislation changes dealt with if/when they happen.

**i. Joint Committee Westport Rating District – Mayor J Cleine, Cr J Howard and Cr C Reidy**

Hasn't met and it was expressed that a meeting of this committee should be organised by West Coast Regional Council in order to ensure the Committee is aware of work programmes and related impact on the rating district rates

**j. Regional Transport Committee – Cr Phil Grafton**

Nothing to add.

Mayor J Cleine/Deputy Mayor A Basher

11/11

**CARRIED UNANIMOUSLY**

**PUBLIC FORUM RESPONSE: N/A**

**10. PUBLIC EXCLUDED (Page 262)****Discussion:**

PE 4 will be addressed first as Independent Chair S Roche will be joining the meeting via Zoom to speak to the item.

**RESOLVED** That the public be excluded from the following parts of the proceedings of this meeting:

<b>Item No.</b>	<b>Minutes/Report of:</b>	<b>General Subject</b>	<b>Reason For Passing Resolution Section 7 LGOIMA 1987</b>
<b>PE1</b>	Simon Pickford – Chief Executive Officer	Confirmation of Public Excluded Minutes	<b>(s 7(2)(i))</b> - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or <b>(s 7(2)(j))</b> - prevent the disclosure or use of official information for improper gain or improper advantage.
<b>PE2</b>	Krissy Trigg Group Manager Community Services	Flood Recovery Temporary Houses Options	<b>s7(2)(i)</b> enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
<b>PE3</b>	Krissy Trigg Group Manager Community Services	Future of Flood Recovery Houses	<b>s7(2)(i)</b> enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
<b>PE4</b>	Sharon Roche – Independent Chair Risk and Audit Committee	Buller Holdings Ltd Directorship Appointment and Remuneration	<b>(s 7(2)(a))</b> - Protect the privacy of natural persons, including that of deceased natural persons;

**Mayor J Cleine / Cr P Grafton**

**11/11**

**CARRIED UNANIMOUSLY**

**MOVED INTO PUBLIC EXCLUDED: 5.23PM**  
**MEETING ADJOURNED: 5:23PM**

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**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 4**

**Prepared by** Simon Pickford  
Chief Executive Officer

**Attachments** 1. Council Action Points September 2024

**COUNCIL ACTION POINT LIST**

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**1. REPORT SUMMARY**

A summary of council resolutions requiring actions.

**2. DRAFT RECOMMENDATION**

**That Council receive the Action Point list for information.**

## Council Action Points – CURRENT

No	Meeting Date / Action Point	Responsible	Update	Date Required By
24	<p><b>29 November 2023</b>  <b>Punakaiki Campground</b>            Update on progress with upgrading the Punakaiki Wastewater Treatment Plant</p>	<p>D Marshall            M Sutherland</p>	<p>A budget of \$796,000 was included in the 2023/2024 annual plan for this project. The project has funding of \$398,000 from the TIF fund, \$198,000 from various council sources and \$200,000 from other funds – external funding.</p> <p>Current estimates to undertake the project are \$496,000. Staff have a number of matters to complete before the project commences including:</p> <ul style="list-style-type: none"> <li>● Decision to proceed or not with a propriety system and sole supplier.</li> <li>● The level of TIF funding if the project cost is lower (approved application was based on a 50% contribution at cost estimate of \$796,000</li> <li>● External funding – indications are that funding may not be available.</li> </ul> <p><u>Update 16 April 2024</u></p> <p>Council staff have engaged with staff managing the TIF fund. We have noted that we expect to have a much lower claim than they are funding us for due to lower project costs but that we are now unlikely to receive the \$200,000 of external funding.</p> <p>TIF have advised that the saving on the grant claim can be used to fund this shortfall if it occurs as they will still get a saving based on our forecasts.</p> <p><u>Update 26 June 2024</u></p> <p>Council staff received confirmation from TIF on 13 June 2024 that the Funding Agreement is now being prepared based on the proposed project timeline targeting project completion by mid September 2024. Project status reports will be provided through RAC once initiation phase completed.</p> <p><b>Update 19 Sept 2024</b>            Key material components are being delivered to site and the contractor is due to start on site week commencing 23 September 2024. Expected contract duration is 4 weeks. As stated in the last update – project status reports will now be reported to the Risk and Audit Committee.</p>	<p>26 June 2024            25 September 2024</p>
25	<p><b>28 February 2024</b>  <b>Punakaiki Campground Lease</b>            D Marshall to bring back reports to April Council regarding proposal from the Leasee</p>	<p>D Marshall            M Sutherland</p>	<p>Staff have been focused on achieving the additional funding from TIF during the last month and on preparing the draft enhanced annual plan.</p> <p>Staff will be contacting the leasee over the effluent system installation in the coming month and will engage and report back on their proposal by end of June.</p> <p><u>Update 26 June 2024</u></p> <p>Once the TIF Funding Agreement has been received and approved by Council, staff will contact the leasee regarding the effluent system project and report back to the August 2024 meeting.</p> <p><u>Update 31 July</u></p> <p>The 28 August Update is to include Camp Development Plans of the Leasee</p>	<p>26 June 2024            28 August 2024            25 September 2024            30 October 2024</p>

			<p><del>Update 28 August</del>                  Due to staff illness this will be included in the September update to Council with the update on the Punakaiki Wastewater Treatment Plant</p> <p><u>Update 19 Sept 2024</u></p> <p>Commencement of negotiations are being deferred until after the completion of the upgrade of the Punakaiki Wastewater Treatment Plant and due to staff changes in the Property Portfolio.</p>	
26	<p><b>28 February 2024</b>  <b>Brougham House Update</b>                  Staff will report back in December 2024 on progress update on options being considered for Brougham House, EOC and Library.</p>	K Trigg		18 December 2024



**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 5**

**Prepared by** Nicola Woodward  
Manager Community Engagement

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

**Attachments** 1. Carters Beach Hall and Reserve Sub-Committee  
2. EPIC Westport

**Public Excluded:** No

**COMMUNITY-LED REVITALISATION FUND: FUNDING APPLICATIONS**

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**1. REPORT SUMMARY**

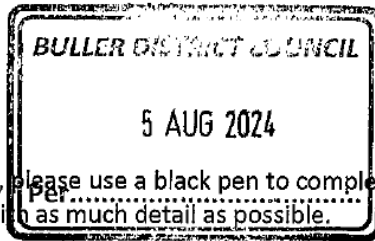
**Two applications were submitted, requesting a combined total of \$65,653.38 for funding.**

The Community-Led Revitalisation Fund has a total budget of **\$50,000.00**, allocated in a single funding round each financial year.

**2. DRAFT RECOMMENDATION**

**That Council considers all Community-Led Revitalisation Fund Applications and advises of its decision.**

<b>No</b>	<b>Organisation</b>	<b>Purpose</b>	<b>Amount</b>
<b>1</b>	Carters Beach Hall and Reserve Sub-Committee	To purchase a modular stage	\$15,653.38
<b>2</b>	EPIC Westport	Create a laneway on council owned land located behind Shortjaw Brewery.	\$50,000.00

**Applicant's details**

For photocopying purposes, please use a black pen to complete this form on paper. Please ensure you complete all sections with as much detail as possible.

**Name of your community group:**

CARTERS BEACH HALL AND RESERVE SUB-COMMITTEE

**Legal status of your community group** (e.g. trust, incorporated society, club, registered charity, board, sub-committee)

Sub-committee

**Postal address:**

c/o Carmel Carroll

**Postcode:** 7825**Email:****Contact people:**

Name	Position in organisation	Daytime phone number
<i>Main contact:</i> Carmel Carroll	Hall Manager	
<i>Secondary contact:</i> Cody Frewin	Secretary	

**When was the group established?**

The sub-committee has existed for years encompassing many different volunteers. The present memberships have all been involved during this last 3-year election round, and several also previous to that.

What are your group's main objectives?

OUR main objectives are \* to maintain the Hall and reserve in good order for community benefit.

\* to enhance and improve facilities with additions to possible use of this resource for the community.

\* to manage and encourage community engagement using the hall and reserve as a hub.

\* to return any profits from hall use back into the above objectives

\* to enable secure space and resource in the event of Covid-19 Emergency.

### Community engagement

Describe how you have engaged with your community to identify the project(s) you are applying for?

We had received extensive feedback that the echo and highly resonant sound was a deterrent to use, and as you know we were able with your help to install sound baffles which have resulted in a huge increase in sound quality.

The natural consequence of improved sound is that we are being asked to run some dance/music nights. We have begun to do that and the outcome of this growth is that people have suggested that a mobile stage would give us even better ways to host music events. A mobile stage would also provide a platform for speakers and bridal parties. Everyone is very in favour of the idea.

## Project details

### About your project(s):

Summarise your project here. Attach full details of your project to your application (including scope of work, affected parties, timeline and key milestones, concept drawings and outcomes).

See attached a quote from Staging direct with drawings. More detailed specifications and pictures are ~~available~~ ~~on~~ ~~request~~ also provided.

Our application is to enhance our facility by providing modular staging options for the variety of uses needed in our hall projects, including but not limited to musical performances, Art Displays, wedding breakfasts, community speakers and more.

WITH REGARD TO TIMELINE. ORDER AND DELIVERY ARE POSSIBLE WITHIN 3 MONTHS OF CONFIRMATION.

## Community impact

How will your project(s) benefit the wider community?

Being able to see who is playing or speaking provides an audience or gathering with a good focal point to receive the activity. It enhances peoples experience at an event. A stage is also a basic requirement to attract performing artists and it is vital it be safe and well constructed. The whole community would benefit from this addition to our resources.

Which of the following objectives will your project contribute towards?

If your project does not support an objective insert N/A.

Yes/No/N/A	Objectives
Yes	Transform our public spaces.
Yes	Bring new life to our communities and enhance community wellbeing.
N/A.	Grow community ownership of our places through the contribution of volunteers.
Yes.	Strengthen the relationship between Council and the community.

Does this project take place on Council owned or leased land?

YES.

Does this project enhance any master design plan that exists for that area?

If yes which one. Copies of master design plans can be downloaded from Council's [website](#) or contact Community Services staff for more information.

UNKNOWN.

### Future maintenance

Do you intend to manage the project once it is complete? Or do you wish Council to take over the maintenance and ongoing management of the project?

The hall will continue to be managed by the hall and Reserve sub-committee. We do not require external input other than support.

How do you see future maintenance of the project occurring?

It is a sturdy and self-contained system with a 2-year warranty. Any problems will be solved case by case but are not likely. We are all handy people.

Will your project require a building and/or resource consent? If you are unsure, please get in touch with Council to determine if any consents will be required. Please be aware it may be your responsibility to obtain relevant consents.

NO



Have you received funding from the Community Led Revitalisation Fund in the past?    
 (If yes please complete the table below for your most recent project.)

Year	Project	\$ Amount	Was your project completed? If not feel free to write an explanation.
2023	BAFFES a KITCHEN	\$22,000	YES. THANK YOU IT WAS FABULOUS.

### Community Outcomes

Which of the Buller District Council's 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.

X	<p style="text-align: center;"><b>Social</b></p> <p style="text-align: center;">Our communities are vibrant, healthy, safe and inclusive.</p>
X	<p style="text-align: center;"><b>Affordability</b></p> <p style="text-align: center;">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>
N/A	<p style="text-align: center;"><b>Prosperity</b></p> <p style="text-align: center;">Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>
X	<p style="text-align: center;"><b>Culture</b></p> <p style="text-align: center;">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>
N/A	<p style="text-align: center;"><b>Environment</b></p> <p style="text-align: center;">Our distinctive environment and natural resources are healthy and valued.</p>



**Declaration:**


I/we hereby declare the information supplied in this application is correct. If the application is successful, I/we agree to provide progress and completion reports as required to Buller District Council.

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 acknowledge Buller District Council in all promotions carried out.

Name	Signature
Main contact: <i>Carmel Carroll</i>	
Secondary contact: <i>Cody Fremin</i>	

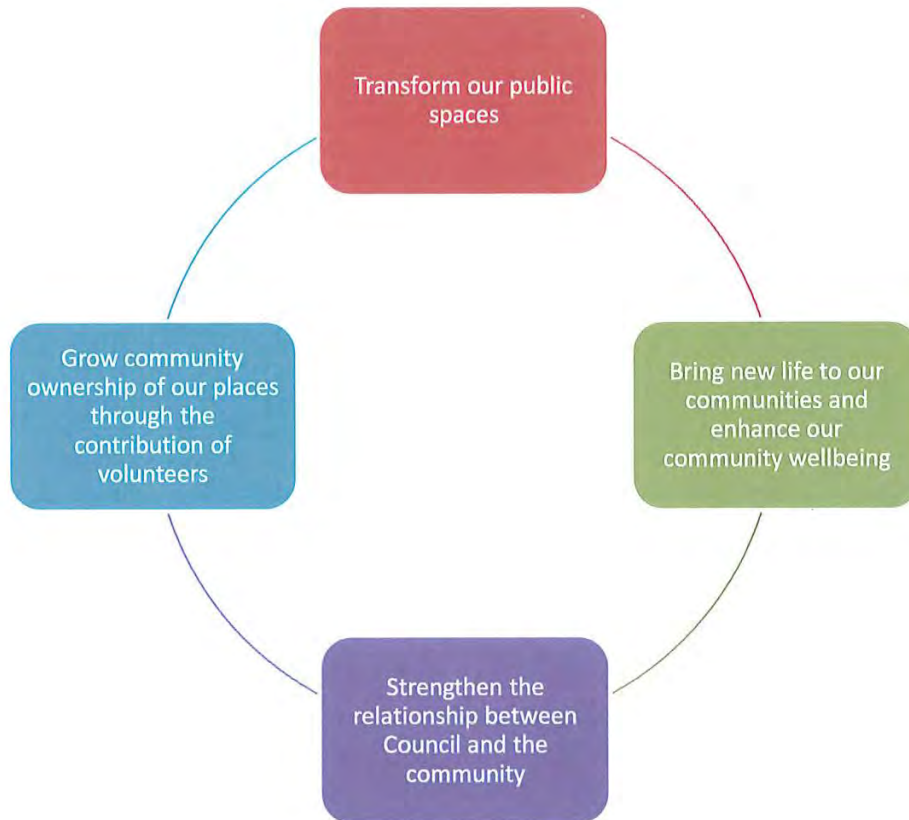
**Send your completed  
application to: Buller District Council,  
PO Box 21, Westport 7866  
or email to [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)**

*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 LED REVITALISATION FUND APPLICATION

The Buller District Council Community-Led Revitalisation Fund (CLRF) aims to partner with and support community groups who want to work with Council to achieve the following objectives:



**If you want to work with Council and enhance our district, read the Community-Led Revitalisation Fund Information brochure before filling out this application to ensure your project meets the criteria.**

**Applicant's details**

For photocopying purposes, please use a black pen to complete this form on paper. Please ensure you complete all sections with as much detail as possible.

**Name of your community group:**

EPIC Westport Limited

**Legal status of your community group** (e.g. trust, incorporated society, club, registered charity, board, sub-committee)

Company

**Postal address:**

[REDACTED]

**Postcode:** 7825 [REDACTED]

**Contact people:**

Name	Position in organisation	Daytime phone number
<i>Main contact:</i> Natasha Barnes Dellaca	Head of Strategy	
<i>Secondary contact:</i> Kate Salmond	Operations Manager	[REDACTED]

**When was the group established?**

2016.

**What are your group's main objectives?**

Our mission is to build a sustainable digital industry on Te Tai Poutini West Coast. We incubate digital businesses and provide a range of digital services including workshops, training, coaching, mentoring, advisory services and digital literacy programs. We provide full scope digital development services.

Additionally, EPIC has a number of co-workers who rent space within our facility. We also offer meeting, conference and event spaces for hire.

**Community engagement**

**Describe how you have engaged with your community to identify the project(s) you are applying for?**

To date, we have received a letter of support from the owners of Shortjaw Brewery, The Kawatiri Museum and The Nourish Nook, attached.

**Project details****About your project(s):**

Summarise your project here. Attach full details of your project to your application (including scope of work, affected parties, timeline and key milestones, concept drawings and outcomes).

This project has the aim of beautifying council owned land, located behind Shortjaw Brewery to create a beautiful laneway which features greenery, murals from local artists and outdoor gaming features based on Westport's heritage such as AR talking walls which feature historical Westport characters. The laneway will contain greenery and sensory garden plants which require low maintenance, with the maintenance itself being upheld by EPIC Westport Limited and community volunteers.

### Community impact

How will your project(s) benefit the wider community?

This project aims to beautify council owned land, located at the back of Shortjaw Brewery, and beside EPIC Westport Limited and the back of The Clock Tower building. The purpose of the project is to develop what is currently unused land to create a laneway which features low maintenance greenery, sensory garden features and artistic murals which are symbolic of Westport.

The laneway will benefit all community members by creating a beautified area in the center of the town, which is symbolic of Westport heritage. The sensory garden element of the project will enhance the enjoyment of Westport particularly for those with sensory processing related disabilities.

Which of the following objectives will your project contribute towards?

If your project does not support an objective insert N/A.

Yes/No/N/A	Objectives
Yes	Transform our public spaces.
Yes	Bring new life to our communities and enhance community wellbeing.
Yes	Grow community ownership of our places through the contribution of volunteers.
Yes	Strengthen the relationship between Council and the community.

Does this project take place on Council owned or leased land?

Yes

Does this project enhance any master design plan that exists for that area?

If yes which one. Copies of master design plans can be downloaded from Council's [website](#) or contact Community Services staff for more information.

No.

### Future maintenance

Do you intend to manage the project once it is complete? Or do you wish Council to take over the maintenance and ongoing management of the project?

Maintenance will be completed by EPIC Westport Limited.

How do you see future maintenance of the project occurring?

Conducted by EPIC Westport Limited, and community volunteers which will be arranged by EPIC Westport Limited.

**Will your project require a building and/or resource consent?** If you are unsure, please get in touch with Council to determine if any consents will be required. Please be aware it may be your responsibility to obtain relevant consents.

No.



**Estimated project costs**

Please provide details about how you will spend any funding you receive. Invoices for goods or services purchased for the project need to be addressed and sent to the Buller District Council. The Buller District Council will pay the invoice/s on your behalf. Any unused funds will remain with Council so that they can be used for other projects in the district.

Quotes are helpful to include with your application and will aid Council in making funding decisions.

Item/activity/project	Detail – what will you be purchasing?	Cost (\$)	Plus GST (if any)
Path materials	Concrete, to create 180 sq metre pathway	23,400	
Plants		6000	
Soil	4 scoops per planter/ 2 scoops per metre = 40 x 2 (per metre) = \$80 x 180.	14400	
Outdoor gaming features (AR story telling wall)	Creation of story telling wall, activated by the use of a QR Code.	4000	
Planters	180m (planters on both sides of path) = \$215 x 180m	38,700	
Mural materials	Murals / paint \$120+ per square metre \$360x150	54000	
Outdoor solar lighting	Lighting provided throughout laneway, for H&S purposes.	2000	
<b>Total project cost:</b>		<b>\$142,500</b>	

If you are seeking funding from other sources please outline these below.

From	Applied/Received/Other	Amount (\$)
N/a	N/a	0
<b>Total other funding</b>	0	

How much funding are you applying for?

<b>Total project cost</b>	
<b>Less total other funding</b>	



Amount you are requesting from this Revitalisation Fund	\$50,000
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Have you received funding from the Community Led Revitalisation Fund in the past? No  
(If yes please complete the table below for your most recent project.)

Year	Project	\$ Amount	Was your project completed? If not feel free to write an explanation.

### Community Outcomes

Which of the Buller District Council's 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.

Yes	<p style="text-align: center;"><b>Social</b></p> <p style="text-align: center;">Our communities are vibrant, healthy, safe and inclusive.</p>
Yes	<p style="text-align: center;"><b>Affordability</b></p> <p style="text-align: center;">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>
Yes	<p style="text-align: center;"><b>Prosperity</b></p> <p style="text-align: center;">Our district is supported by quality technology and an innovative and diverse economy that creates opportunities for self-sufficiency, sustainable growth and employment</p>
Yes	<p style="text-align: center;"><b>Culture</b></p> <p style="text-align: center;">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>
Yes	<p style="text-align: center;"><b>Environment</b></p> <p style="text-align: center;">Our distinctive environment and natural resources are healthy and valued.</p>

**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 6**

**Prepared by:** Nicola Woodward  
Manager Community Engagement

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

**Attachments:**

- 1 - Cancer Society
- 2 - Charleston to Westport Coastal Trail Trust
- 3 - Citizens Advice Bureau Buller
- 4 - Clean Streams Karamea Inc
- 5 - Heritage West Coast Incorporated
- 6 - Inangahua A & P & Sports Association
- 7 - Kaitiaki Mokihinui Charitable Trust
- 8 - Karamea Historical Society
- 9 - Karamea War Memorial Library Inc
- 10 - Kawatiri Nature Environment & Communities Trust
- 11 - NZ Food Network Foodbank
- 12 - Reefton Historic Trust Board
- 13 - Reefton Sports Park
- 14 - Westport MENZ Shed
- 15 - Westport Playcentre

**Public Excluded:** No

**COMMUNITY GRANTS: FUNDING APPLICATIONS**

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**1. REPORT PURPOSE**

The Community Grants budget for the 2024/2025 financial year is **\$105,000**, with this being the first of two funding rounds.

Fifteen eligible Community Grant applications were received, requesting a combined amount of **\$105,508.15**. All applicants provided the required two letters of support and, where applicable, accountability forms for previous funding.

**2. DRAFT RECOMMENDATION**

- 1. Council notes that the budgeted Community Grants pool for 2024/25 year is \$105,000.**
- 2. Council resolves to hold two funding rounds during 2024/25 and approves \$xx be allocated in the first round, with the residual funds to be allocated in a second funding round.**
- 3. Council notes a Workshop was held on 11 September 2024 to discuss applications received in the first round.**
- 4. 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>Cancer Society</b>	Funds to cover operating costs.	\$10,000.00
2	<b>Charleston to Westport Coastal Trail Trust</b>	Purchase three additional trail counters to meet the 'Great Ride Status'.	\$15,800.00
3	<b>Citizens Advice Bureau Buller</b>	Funds to cover the rent at the Clocktower.	\$13,071.00
4	<b>Clean Streams Karamea Inc</b>	Funds to support the Oparara source to Sea Project environmental project.	\$12,467.15
5	<b>Heritage West Coast Incorporated</b>	Funds towards a needs assessment research, meetings and other work.	\$10,000.00
6	<b>Inangahua A &amp; P &amp; Sports Association</b>	Funds to cover the rental of grounds for A&P show.	\$1,950.00
7	<b>Kaitiaki Mokihinui Charitable Trust</b>	Funds to keep Chasm Creek Walkway open.	\$800.00
8	<b>Karamea Historical Society</b>	Funds to support the Sesquicentennial celebrations event in Karamea.	\$7,500.00

9	<b>Karamea War Memorial Library Inc</b>	Funds to cover the annual insurance bill for the library building.	\$1,300.00
10	<b>Kawatiri Nature Environment &amp; Communities Trust</b>	Fund to support the development of an online Enviro Hub to coordinate not for profit organisations in Buller focusing on environmental outcomes.	\$5,000.00
11	<b>NZ Food Network Foodbank</b>	Funds to operate a vehicle, and / or trailer, to collect Food Parcels from pre-arranged depots and distribute them to NGOs in Westport	\$2,000.00
12	<b>Reefton Historic Trust Board</b>	Funds to move the scrap metal 'operation' from the main road to the other side of the railway precinct, onto Hattie Street, Reefton.	\$2,070.00
13	<b>Reefton Sports Park</b>	Fund to help with the upgrade of the club room facilities to a standard where they can be used again.	\$20,000.00
14	<b>Westport MENZ Shed</b>	Fund to cover general expenses and keep membership affordable as most are beneficiaries or retired.	\$3,000.00
15	<b>Westport Playcentre</b>	Funds to purchase a new printer and replace the old one.	\$550.00
<b>Total</b>			<b>\$105,508.15</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: Cancer Society Canterbury- West Coast Division

Legal status of organisation: Incorporated Society



**Contact details:**

Name	Position in organisation	
Main contact: Heather Locke		
Secondary contact: Cherie Roper		

**Why was your organisation set up (what are your organisation’s main objectives)?**

The Cancer Society is the lead NGO dedicated to reducing the impact and incidence of cancer for everyone in our New Zealand. The Cancer Society is committed to working with our communities, no matter where, to ensure they get the wraparound support they need. We offer in-person support, counselling, financial aid, free drives to and from appointments (including to Christchurch) and free accommodation when receiving treatment in hospital.

**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.

The sad truth is that 1 in 3 kiwis will receive a cancer diagnosis in their lifetime and that number will double in the next 10 years. Hospital treatment is free, but wraparound support is vital and Cancer Society works to be in all communities to offer it. No other cancer charity is embedded in the local community like we are. No referrals are needed and our services are 100% free. We are funded by the community and have no government contracts.

We humbly ask for Buller District Council to contribute to our operating costs to keep our doors open and our services free to the region. Our staff and support group are very active in Westport, holding clinics and house visits with patients, regular visits with Westport oncology nurses, helping local patients with financial assistance and arranging their appointment transport and free accommodation in Christchurch when they’re receiving treatment at Christchurch Hospital.

Cancer is the #1 killer in New Zealand. With on-the-ground support like ours, the Buller District cancer community and their families will know that help is local and accessible any time they need it. We are there to discuss their options, get them to appointments, explain the daunting healthcare system, get them grocery and petrol vouchers when budgets are strained, and be a good listener when a patient just wants to talk, to cry, to vent, to grieve.

**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.

300

**How long will your project/service run?** Start date: 1/11/2024      Finish date: 1/09/2024

**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? We are helping those with cancer learn to live well with it. We are helping those with cancer plan their next 5 months, 1 year, 5 years. We help keep them motivated, optimistic, and encouraged. We hear a lot of patients say that without our help, they would not have pursued treatment, because it's too inconvenient, emotionally and physically draining, or too hard to face alone. More people getting help and going through treatment means more families feeling supported and healthier.</p>
	<p>How will you measure this? We measure in the number of people who attend our clinics, the number of house calls we make, the number of workshops and public discussions we hold, and compare our numbers of people helped to the number of cancer diagnoses in Buller District. Our target is to reach 85% of the cancer community, we currently help 50%.</p>
<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? We help our patients with financial stress in several ways. We offer our services free of charge, no referrals needed. If a patient requires a licensed counselor, we pay for those sessions. If the patient is missing work, or has a reduced income during their cancer journey, we can help with grocery and petrol vouchers. We help source free breast and wig prosthetics. We offer free advice and information. All of this ensures that patients are not priced out of the wraparound support they need but is not provided by national government. This means they're able to spend their income locally and on the items they need.</p>
	<p>How will you measure this? We measure how many hours are spent with Buller clients, how many external resources we cover the cost of (physiotherapy, nutrition, counseling), how many free drives and free nights of accommodation we offer. For example, in the last 12 months we've had 56 Buller residents stay in accommodation for approximately 400 nights. This is money saved from hotel and petrol costs (we offer free shuttle service to the hospital) that patients can spend in their local economy.</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?</p> <p>NA</p>
	<p>How will you measure this?</p> <p>NA</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?</p> <p>NA</p>
	<p>How will you measure this?</p> <p>NA</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?</p> <p>NA</p>
	<p>How will you measure this?</p> <p>NA</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>
<b>Salaries</b>	<b>Per annum</b>	<b>\$ 168,541.00</b>
Paid-For Patient Services	Counseling, petrol vouchers, grocery vouchers, bills, etc.	\$ 17,459.00
<b>Running Costs</b>	<b>Rent, power, rates, vehicle costs, etc.</b>	<b>\$ 34,421.00</b>
<b>Total cost:</b>		<b>\$ 220,421.00</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>Fundraising</b>	<b>Daffodil Day, Bequests, Public Donations</b>	<b>210,421.00</b>
<b>Total contribution</b>		<b>\$ 210,421.00</b>
<b>Cost less contribution</b>		<b>\$ 10,000.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 10,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

We are a large organization and classified as an essential service. All of our centres run at a deficit and do not raise enough locally to cover their own costs, so funds are kept to ensure we can divert money to all centres and services requiring it. We are 100% funded by the community, so local support like yours is vital to keeping our support open and available to all.

**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.

NA

**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.
- 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: Heather Locke	Heather Locke
Secondary contact: Cherie Roper	Cherie Roper

**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: The Charleston to Westport Coastal Trail Trust ('the Trust')

Legal status of organisation: Registered Charitable Trust



**Contact details:**

Name	Position in organisation
Main contact: Richard Niederer	Chariman
Secondary contact: Larry Eade	Trustee

**Why was your organisation set up (what are your organisation’s main objectives)?**

The Trust was established to create a 42km Grade 1 & 2 cycling and walking trail ('the Trail') that connects the communities of Westport, Carters Beach, Omau / Cape Foulwind and Charleston, showcasing remarkable natural and heritage features. The target date for completion of the construction phase is December 2024, once construction is complete the Trail transitions into its next phase of becoming a sustainable 'going concern'.

A five-year Strategic Plan has been created for the successful running of the trail post construction. (See Attachment 1). One of the key KPI's of this plan is to 'Attain Great Ride Status within 12 months of completion'. Achieving Great Ride status greatly enhances the sustainability of the Trail as it creates openings for subsidies for the maintenance of the Trail as well as marketing and networking with other Trails as well as NZ and international tour operators.

**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.

The Trust needs to purchase an additional three (3x) Trail Counters to establish the infrastructure required within the Trail to ensure it meets 'Great Ride' status as determined by NZ Cycle Trails. Funding for the Trail Counters falls outside the remit of the funding provided by the Provincial Growth Fund ('PGF'). Patronage on Great Rides is measured in 'trips' rather than 'users', the Trust needs to install at least four counters so 'trips' can be measured more accurately rather than from the current single counter.

The costs for the three Trail Counters is budgeted at \$24,450.  
The Trust is seeking \$15,800 of funding from the Community Grants Fund for two of the Trail Counters. The Trust will finance the third Trail Counter from its financial resources.

Once the Construction phase is completed, the Trust has financial resources sufficient to manage operational costs such as trail maintenance for the short term but does not have the resources to purchase all three additional Trail Counters required.

The Trust has one Trail Counter located on Section 1. near the Buller River Bridge, Westport.  
As there are multiple entry and exit points along the 42 km's of the Trail the Trust has resolved to locate the three additional Counters as follows:  
Section 3. Lighthouse Road across to Tauranga Bay, and  
Section 5. Okari to Virgin Flat Road, and  
Section 8. The Nile River Bridge up to Charleston.

The Trail Counters selected for purchase are used nationally On Great Rides and other trails including Denniston. They differentiate between: cyclists and walkers, as well as determining the direction of each traffic movement, recording dates and times. The Counters are battery powered and can be monitored remotely. A brochure and quote for each unit are attached (Attachment 2).

Data and information arising from installing multiple trail counters assists in: accurate recording of trail users and movements (recording times and dates) for tourism and NZ Cycle Trails subsidies, determining ongoing Repairs & Maintenance, important for recording tourist numbers and associated economic impact within Buller Communities. NZCT has metrics they use to then measure the impacts from the counters.



**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.

The information to date confirms that there are approx 36,000 users on Section 1 of the Trail

**How long will your project/service run?** Start date: November 24      Finish date: December 24

**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?</p> <p>The Trail is already a commuter option for many locals connecting small communities and reducing emissions resulting in enhancing physical and mental wellbeing. It is also a stunning option for bike-packing and day rides, presenting another low-impact, attractive and accessible activity for locals and visitors.</p> <p>An engaged volunteer network is already established for maintenance and predator control. Businesses actively support the trail, as part of building a more resilient economy in the Buller diversifying from extraction through tourist revenue and supporting low-emission ventures into the future.</p> <p>Multiple educational opportunities are available to schools and other groups. Promote use of the trail as a means of enhancing physical and mental wellbeing.</p> <hr/> <p>How will you measure this?</p> <p>Analysis of the trail users based on data from the Trail Counters as well as ongoing 'Intercept Surveys', and feedback.</p> <ul style="list-style-type: none"> <li>&gt; Continuing to promote cycling as means of reducing carbon footprint and engage with Council and the wider community in encouraging commuting between settlements along the trail.</li> <li>&gt; Develop partnerships with local and national health organisations.</li> <li>&gt; User feedback on health benefits via surveys &amp; feedback forms. The Trust will undertake regular user surveys. All Great Rides are required to undertake a minimum of 400 targeted user surveys per annum. Again, information from these surveys is useful for planning across the Buller District.</li> <li>&gt; Encourage regular community events focused on education, mindfulness and observation.</li> </ul>
<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 meet our current and future needs.</p>	<p>How will your project support this?</p> <p>The Trail has been built to NZ Cycle Trail Guidelines for a Grade1 &amp; 2 track, which means the gradients of the trail range between 0 to 3.5 degrees of the Trail. The gradient means that the trail is classified as 'Easy' which has already, and will continue to attract a broad range of visitors and users including disable and / or impaired users. The Trail complements the Old Ghost Road which is a Grade-4 (Advanced) trail.</p> <p>NZ Great Rides report that 29% of trail users report a disability or impairment: this aligns broadly with the incidence of disability in New Zealand as a whole.</p> <p>Entry onto the Trail is free, with voluntary contributions enabled by way of QR Codes placed throughout the trail and at local venues.</p> <hr/> <p>How will you measure this?</p> <p>Analysis of the trail users based on data from the Trail Counters as well as ongoing surveys, and feedback to be used to determine:</p> <ul style="list-style-type: none"> <li>* Ongoing requirements for employment, including Trail Management, Trail promotion and fund raising team as well as Trail Maintenance.</li> </ul>

<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Prosperity</b></p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><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><b>How will your project support this?</b></p> <p>Trail Counters will improve statistics to help local businesses plan for volumes of trail users in future years as well as to anticipate requirements for specific events generated on the Trail.</p> <ul style="list-style-type: none"> <li>* A fully functioning Trail management team (attracting approx 36,000 user movements per ann measured from Section 1 located at the Buller River Bridge) will engage with the community to highlight business potential, creating a sense of what the KCT brings to the region in terms of tourism, and low emission activity.</li> <li>* Engaging with residents to help develop opportunities for new ventures or new initiatives for existing businesses. These opportunities include restaurants, accommodation and boutique farm / accommodation along the trail.</li> <li>* The Trust will be creating permanent employment by establishing a management team including, maintenance contractors all based locally in the Buller,</li> </ul>
	<p><b>How will you measure this?</b></p> <ul style="list-style-type: none"> <li>* Objective is to ensure the events created to date and into the future remain viable, including by way of providing data to assist local businesses supporting the events (such as accommodation, food places etc).</li> <li>* The events created by the Trust already have users coming to the Buller to specifically ride &amp; or run the trail. Running events including the Heritage 10 and the Rocky Point Trail Run bring another out of town demographic to the Buller.</li> <li>* Analysis of the Trail User Counter data, surveys and feedback. Visitors are already coming to the Buller specifically to ride the Trail, via feedback. .</li> <li>* The Trail will continue to generate employment (full time and contract).</li> <li>* Approx \$6.8mill of the construction spend has been spent in the Buller District.</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Culture</b></p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><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><b>How will your project support this?</b></p> <p>The trail is regarded as a Taonga by the Buller community. The Trail is valued as a community educational asset with regular school visits to the Whare and wildlife. There is already strong community support for the Trail, once the Trail is categorized as a Great Ride there is no doubt the trail will become part of the communities identity, as well as a catalyst for investment in the Buller. The Iwi are fully supportive of the Trail and have been engaged. Maori history in the area dates back to the 1300's, when in their search for pounamu, they formed the ancient Tai Poutini Trail. One example of an 'cultural' enhancement to the Trail is the building of a whare near the site of the ancient Maori village.</p> <p>The intention of the Trust is to continue to develop and transform the Trail into a 'must-see' destination for cyclists and walkers nationwide and to tour operators and individuals from overseas.</p>
	<p><b>How will you measure this?</b></p> <ul style="list-style-type: none"> <li>* Approximately 57 volunteers are already engaged in regular maintenance, planting and pest control programmes along the Trail.</li> <li>* So far this calendar year volunteers have contributed over 1,000 hours into Trail maintenance and predator control.</li> </ul>
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Environment</b></p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Our distinctive environment and natural resources are healthy and valued.</b></p>	<p><b>How will your project support this?</b></p> <p>The aim is to slow people down so they can enjoy more of what the Buller has to offer, ensuring Buller will become a tourist destination in its own right.</p> <p>The design and route of the Trail amplifies the very unique flora, culture, history and hospitality of the Buller. The scenery along the trail is stunning and includes unique geology and landforms, such as the Cape Foulwind headland. There is a great variety of native plant groups and sequences such as the Kaihikatea wetlands and pakihī. Wildlife abounds including seals, penguins, weka, kutuku and kiwi.</p> <p>The Trail passes near an important historic site for Maori, where archaeological investigations uncovered traces of occupation from approx 1320.</p> <p>European history followed the historic 1860's gold rush route from Westport south to Charleston. The Buller District has a compelling recent history, from gold mining in the early days, to coal and dairy farming more recently.</p>
	<p><b>How will you measure this?</b></p> <p>Establish ongoing goals to enhance the environment the Trail passes through by initiatives including predator control, planting of native vegetation and at least one unique environmentally focused Trail enhancement project per annum..</p> <p>To date:</p> <ul style="list-style-type: none"> <li>* Over 8,000 native plants have been established along the trail to date</li> <li>* 170 predator traps have been installed along the trail.</li> <li>* Predator Control over the initial 9 months of initiation of a formal programme has resulted in the following statistics: recoding 330 kills of rats and mustelids in 9 months.</li> </ul>



**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>
<b>Purchase Counters</b>	Multi Evo - Shared Path Counters x 3 @ \$7,900 each	\$ 23,700.00
<b>Labour to install</b>	2 hours/counter for 2 workers @ \$60/hour	\$ 750.00
<b>Total cost:</b>		\$ 24,450.00

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>
Charleston Westport Cycle Trust	The Trust can contribute the purchase price of 1 x counter	7,900.00
Charleston Westport Cycle Trust	Labour	750.00
<b>Total contribution</b>		\$ 8,650.00
<b>Cost less contribution</b>		\$ 15,800.00
<b>Amount you are requesting from this Community Grant</b>		\$ 15,800.00

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

The attached Financial Statements primarily reflect the construction phase of the Trail. The funds on hand in the Balance Sheet cover the completion of the construction phase and are not available for the day-to-day operation of the Trail.

The Provincial Growth fund provided \$9.36 million to construct the Trail which is due for completion during December 2024. Time delays, and associated cost escalations and over-runs have ensured all the PGF funding has been spent on construction of the Trail.

The Trust has accumulated funds arising from a combination of various events (e.g. The Rocky Point Run) as well as donations that are sufficient to cover maintenance and operational overheads of the Trail for the short term. Gaining Great Rides status is an essential accreditation for the sustainable functioning of the Trail as a going concern.

The Trail construction will meet the NZ Cycle Trust guidelines, but Trail Counters are an essential infrastructure item required for both this accreditation as well as being an essential management tool.



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: Risk is loss of momentum after construction completion regarding registration of Trail as a Great Ride

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,

An earlier Grant was received from BDC Community Grants for purchase and installation of 6x bike stands to be placed along the Trail.

The importance of the Trail Counters cannot be overstated as they are a critical infrastructure item required for the Trail to gain Great Rides classification.

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.
- 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.

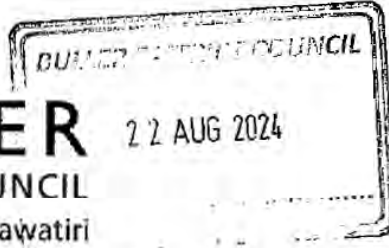
Name	Signature
Main contact: Richard Niederer	
Secondary contact: Lawrence (Larry) Eade	

**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.



**BULLER**  
DISTRICT COUNCIL  
Te Kaunihera O Kaḡatiri



**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: Citizens Advice Bureau BULLER

Legal status of organisation: Incorporated Society and Registered Charitable Entity



**Contact details:**

Name	Position in organisation	Daytime phone number
Main contact: Wendy Chisnall	Board Grants Officer	[REDACTED]
Secondary contact: Martyn Preece	Board Chair	[REDACTED]

**Why was your organisation set up (what are your organisation's main objectives)?**

Citizens Advice Bureau (CAB) Buller provides free, confidential, independent information and advice to anyone. We exist to ensure people do not suffer through ignorance of their rights and responsibilities, the services available, or through an inability to express their needs effectively. We help people to navigate through the options available to them and we support them through the process. We are a values driven organisation and aim to be welcoming and impartial, showing kindness and caring, taking time to listen and provide the best (to-people) possible result. We help individuals and families with issues like housing, income support, disputes with neighbours, employment disputes, relationships, immigration, budgeting, domestic violence, and so much more! Providing help and guidance face to face, by telephone or electronic means ensures an accessible service to a diverse range of people in our community. Using insights from clients' experiences, CAB allows when policies and laws under the legislation are having a negative impact on people. We work for positive social change.

**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 need funding please to cover Rent for the premises at the Clocktower Building which is a cost of \$13,071.00 pa.

The rent cost is our largest operational expense. We are grateful for funding received over past years and recognise this has assured a CAB presence in our small town.

Having a main street, central Westport premise from which to provide our service is invaluable. It's convenient for the many people who call in to use our service, and it facilitates easy referrals to the specialist agencies in the very near vicinity.

The reassurance that a client gets from a response where someone takes the time to listen, to understand and to discuss well-researched and considered options, plus be there to support them along the way, is invaluable and contributes to strengthening our community.

Securing funds for our largest operational expense is vital to our survival.

**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.

900+. CAB Buller is the only CAB on the West Coast, a resident population in excess of 30k.

**How long will your project/service run?** Start date: since 1985 locally 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 style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p><b>How will your project support this?</b></p> <p>CAB Buller is both a first port of call and sometimes a last resort for people who need help to navigate their issues and understand their options. We empower people to feel confident in their ability to participate in society and serve a critical role in supporting people to access their fundamental human rights of access to food, shelter, social security, equality and justice.</p> <p>Our help is not time limited. This allows us to provide a level of service that meets the needs of the person in front of us, demonstrating empathy, impartiality and anonymity that can be hard to find elsewhere. As well we can more easily assist with multiple issues a client may present with. As a universal service, there are no barriers for people seeking our assistance. Being accessible in person is often filling a gap left by the withdrawal of or the constraints around Public/government face to face services.</p> <p>Volunteers are also social justice champions. The insights collected from recording every single client enquiry provides invaluable evidence of policy, laws and processes that need to be changed to prevent distress and harm. These insights feed into our national body and supports CABNZ to speak out publicly on important social issues.</p>
	<p><b>How will you measure this?</b></p> <p>We maintain a local database that captures vital statistics of the social connections we have. Not just by number or issue but as well by gender, age, ethnicity, location.</p> <p>Our database will capture all the relevant info to measure our impact. Contributing to CABNZ National data base, we will influence social policy that will help to build a vibrant, healthy, safe and inclusive community. Endorsement from community groups will compliment these results.</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><b>How will your project support this?</b></p>
	<p><b>How will you measure this?</b></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? We believe the service we offer the community supports prosperity. We believe we give people hope. Connections we make offer tangible ways forward for people.</p> <p>Rather than spread our impact across a range of outcome areas in this application, we want to focus on SOCIAL OUTCOMES. We do not doubt that we add value to our community.</p>
	<p>How will you measure this?</p> <p>Data base of statistics Feedback What our community partners say Our support / endorsements</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.

Your expenses	Detail	Amount (\$)
Rent	Buller District Council	\$ 13,071.00
<b>Total cost:</b>		<b>\$ 13,071.00</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>\$ 0.00</b>
<b>Cost less contribution</b>		<b>\$ 13,071.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 13,071.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Funds held are needed to cover operational expenditure beyond rent such as:  
 -wages and associated costs for our 1 part time employee (Co-ordinator)  
 -out-sourced accountancy costs  
 -office equipment (consumables, and capital expenditure - Laptop and accessories to allow remote services)  
 IT systems support

It should be noted that Government agencies direct people to us in relation to their own information and services. For example, we frequently get people asking us to help them fill out forms or assist them with on-line applications. Referrals from government agencies is a common pathway to the CAB service. Central government does not provide local CABs with any direct funding. This means that finding enough funding to survive is a continual struggle and worry for us, and the knock on affect is we are constrained in our potential to grow and provide even more value to our local community.

**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: Closure of service if funds cannot be raised. We don't want to fold!

**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?
2023	Rent costs	13,071.00	YES

**Information for applicants:**

- All accountability statements for previous funding must be submitted before any new applications are considered.
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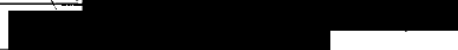
**Checklist for your application:**

- 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: Wendy Chisnall	
Secondary contact: Martyn Preece	

**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: Clean Streams Karamea Incorporated

Legal status of organisation: Incorporated society, registered charity

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	Sina Tuiavi'i	[REDACTED]
Secondary contact:	Craig Stenhouse	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

We were founded with the belief that communities can work together to create a flourishing environment by the proven method of planting native plants along waterways.

Clean Streams Karamea is a not-for-profit organisation, working for the community and the environment. Our organisation was set up to support riparian ecosystem restoration in Buller. We grow and plant eco-sourced native plants on farms, reserves and public land to reduce erosion, stop sediment and chemical run off and nutrient loss into our waterways and help to restore habitat for native fauna. Our vision is that Karamea's people and nature thrive 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.

This application is focussed on engaging the community more in the Oparara Source to Sea Project - The first year of Phase 2 planting and to encourage long term ownership and connectedness, through community planting days, a celebration event, a nursery open day and educational resources used to spark interest and big picture thinking.

We have discovered that hares are causing damage to some of the community plantings previously planted and will purchase guards to protect plants that will be planted in the worst affected areas. It can be extremely discouraging to see your hard work undone by pest damage. We have a pest monitoring plan and this will be implemented, with the encouragement of volunteers to check monitoring tunnels.

We are currently implementing Phase 2 of the Oparara estuary planting, an integral part of the larger Oparara Source to Sea project. A vision formed in 2014 by community members. Over the years that Clean Streams Karamea have been involved in the Oparara Source to Sea project, 28,366 plants have been planted within the Oparara catchment; at the reserve, within the gorse forest along the estuaries eastern boundary, at the north end of the estuary and on farms within the catchment. CSK has gained funds to plant 46,000 more plants over the next two and a half years within the Oparara catchment to enhance the health of our waterways, protect the area of the reserve that holds cultural significance from salt water inundation and add to the biodiversity of the area. We are also funded to carry out plant pest control and pest monitoring. To achieve these goals successfully we must further engage the community in the project. Other than our great work with the local school, there has been a bit of a lull in the past two years of the wider community and volunteer participation. We plan to hold 6 community planting days, an open day at the nursery to welcome Spring and encourage locals to visit the nursery and a "Celebration day" at the Oparara reserve inviting Karamea Area School (KAS), the Kawatiri homeschoolers, DOC and the wider community with educational nature focussed activities, some live music and shared kai. Karamea is celebrating 150 years in November, so not only will CSK be participating in the parade for the celebrations but will provide events to keep the momentum of community spirit alive.

The wider community will benefit from being a part of a larger meaningful purpose, by taking forward action in protecting and enhancing our natural environment and an area that has a history of being a meeting and gathering place for at least the last 150 years and by taking ownership and responsibility for our little slice of heaven. Through working side by side we will better understand one another and build resilience as a small rural community. We can share skills and strengthen values between the local demographic.

Riparian planting has been proven to improve water quality, provide wildlife habitat, and increase biodiversity. Revegetation can reduce erosion, slow water flow and improve overall soil health. Plant roots can act as sponges and reduce flooding. The health of the land is reflected in its people and is interconnected.

**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.

300

**How long will your project/service run?** Start date: 1 July 2024      Finish date: 31 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? The Oparara reserve has been a gathering place for at least the last 150 years, We would like to help protect and restore this community space by providing the opportunity for a wide range of people to gather and share in a common goal that has proven benefits for our coastal environment. The local youth group have used this space to conduct outdoor activities in a safe environment. Longer term, the replacement of gorse with native trees and a path will allow increased recreational access for mahinga kai, bird-watching, walking and connecting with the unique natural heritage of the area.</p>
	<p>How will you measure this? This will be measured by the level of attendance in the events and through social media engagement.</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 Oparara reserve provides an open air gathering space for everyone to access for free and at any time. There has been the installation of a banquet table and access to an easy to set up stage for music or performance events. The community owns a Marquee that can be hired for a small fee.</p>
	<p>How will you measure this? Again this will be measured by attendance at events and social media engagement.</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? Clean Streams Karamea sees the Oparara Source to Sea project as a show case to the benefits of planting native trees along waterways, around our vulnerable rich wetlands and the reinforcement of coastal banks and dunes. Through example, it will encourage further restoration projects and on farm riparian buffers creating and building on the areas environmental sustainability. CSK currently provides employment for 5 local people to grow and plant native trees in Karamea</p>
	<p>How will you measure this? We expect that momentum on riparian planting will be gained through the show case of this project adding to the sustainability and biodiversity of our local farms. Consumers are becoming increasingly concerned about the environmental impact of agriculture, and riparian planting can demonstrate our commitment to sustainability and responsible land stewardship. Riparian and restorative planting is an investment in the future of the environment and our community</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? Karamea Area School and our youth play a huge role in the future of this project. What seeds we sow now can flourish with the many nurturing hands of our community. We have discussed the way that the land and the people are interconnected with the example of the Source to Sea concept - Every thing that occurs up stream directly affects everything down stream, as every decision that every ancestor made has impacted and shaped our world and the fact that we exist in it here, now. We must make wise decisions together now to ensure that our future flourishes.</p>
	<p>How will you measure this? Through togetherness we can better monitor the wellbeing of our peers and neighbours. We will continue to work closely with the local school and make long term plans for their continued participation and ownership of the project and the area. CSK are working on succession planning to build resilience.</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? We live in a rich and diverse environment. CSK are devoted to long term enrichment and protection of the special place that we live in and it's resources. We were formed specifically for this purpose and hold these values close to our hearts</p>
	<p>How will you measure this? We will measure this through mapping of all our plantings, we monitor survival rates and constantly assess how we could do things better. We are seeking funds for a SHMAK water testing kit and will work with the school to gain baseline measurements and support them with their ongoing testing and data collation. We have also discussed with the school possibilities of carrying out bird, lizard and invertebrate counts.</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>
School liaison/ lessons/ planning	Teacher liaison, lesson planning, Nursery visits - 50hrs	\$ 1,800.00
Consumables,Celebration,open day	6x planting sausagesizzle,scones,fruit,tea,coffee,marquee,koha for sound/music	\$ 2,191.15
educational resources	Shmak water testing kit, e-DNA testing,supplies to make games/ activities	\$ 1,340.00
signage	Plant names and uses signage, CSK banner for parade	\$ 1,286.00
Plant guards	4500 Plant guards	\$ 5,850.00
Plant supply/Plant production (DOCCF)	supply and planting of 22,399 plants	\$ 120,003.00
Pest monitoring and control (DOCCF)	monitoring tunnels,backpack, sanitizer, trailcamera,notebooks,cut&paste gorse	\$ 5,355.00
<b>Total cost:</b>		<b>\$ 137,825.15</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>
DOC Community fund -	plant supply, planting and Pest monitoring	125,358.00
<b>Total contribution</b>		<b>\$125,358.00</b>
<b>Cost less contribution</b>		<b>\$12,467.15</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$12,467.15</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Funds in the CSK bank account are allocated to Plant production and the day to day running of the nursery ie Admin, wages, vehicle expenses). We do not currently hold funds for the purpose of community liaison, food supply for feeding hungry volunteers on planting days, or resourses that will help grow community interest and involvement such as testing kits and educational signage and activities. The DoC Community fund is allocated to trees and pest monitoring within the Oparara Source to Sea Project only. No funds are allocated to plant guards in the budget.

**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?
2021-2022	Oparara Source to Sea Project	1,000.00	YES <input type="checkbox"/>

**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: Sina Tuiavi'i	Sina Tuiavii 23/8/24(physical signature on seperate page)
Secondary contact: Craig Stenhouse	Craig Stenhouse 23/8/24 (physical signature on seperate page)

**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.



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Name	Signature
Main contact: Sina Tuiavili	 23/8/24
Secondary contact: Craig Stenhouse	23 Aug 2024

**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: Heritage West Coast Inc.

Legal status of organisation: Incorporated Society

### Contact details:

Name	Position in organisation	
Main contact: Jackie Gurden	Chairperson	
Secondary contact: Andrea Forre	Treasurer	

### Why was your organisation set up (what are your organisation's main objectives)?

The purpose of the Society is to enhance and promote the discovery, conservation, development, interpretation and marketing of the heritage of the West Coast Region, in order to increase the social and economic well being of the region's communities, whanau, hapu, iwi, and families.

The goals include providing a strategic approach to heritage management, raising standards of heritage management in the region, raising the local, regional, national, and international profile and understanding of the West Coast's heritage, and providing a context for partnership and funding support to projects.

The activities of the Heritage Facilitator include but are not limited to preparing and promoting the Regional Heritage Strategy, advocating for and applying for funding to support heritage projects, advocating for the West Coast's heritage to local and central government planning, management and consent processes, working with tourism organisations to ensure the West Coast's heritage is given its whole place in marketing to visitors, providing mentoring, advice, and support to heritage groups, organising West Coast heritage forums and networking events.

**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.

Heritage West Coast (HWC) is seeking funding of \$10,000 to contribute to the continuation of the heritage facilitator and project work, specifically with heritage projects in the Buller region, for the next year. Further assistance would be appreciated if it was available.

HWC gained a grant from the Ministry of Culture and Heritage Covid Regeneration to fund a facilitator to deliver a number of projects across the region. A considerable amount of that investment went into Buller District Projects. The project concluded at the end of July 2024. HWC has committed to putting much of our existing limited funding into keeping this work happening. It aims to raise the required funding to keep the role going for at least another two years. The aspiration is to establish a permanent role. An application was lodged with Lottery Environment and Heritage in the latest round that closed last month. Funding is also being sought from the other local Councils and grant providers. Our organisation has no ongoing funding and would welcome the support of the Council through this fund to back the efforts to support these projects in the Buller District. We recognise these are primarily small groups of volunteers working in remote areas with little support. The work in the last year has been hugely beneficial, and we want this to continue. There is no ticket clipping by HWC; instead, there is continued professional voluntary support going in from members.

The Need: The need for the project was identified based on formal needs assessment research, meetings with the heritage groups and the subsequent work undertaken over the last year, including:

- The draft framework of a district heritage strategy.
- Assisting the Northern Buller Museum extensively with developing a Concept Plan, a major Lottery Environment and Heritage Funding application, concepts for the layout of their main exhibition spaces and beginning to develop relationships with sponsors.
- Assisting the Karamea Centennial Museum with the fit-out of their archives and research rooms and a plan for upgrading their explorer museum.
- The creation of a regional heritage website with specific tabs for all the Buller groups, museums and sites.
- A photo shoot of all attractions for future marketing, social media, and the preparation of hard copy brochures for Friends of the Hill (Dennistown) and the Northern Buller Museum.
- Preparation of the regional Footprints brochure.

Tangible Deliverables Proposed: This funding will assist HWC in continuing this work. The aim is to assist the Karamea Centennial Museum with the complete fit-out of the three rooms and help the Northern Buller Museum achieve its upgraded exhibitions, incline walk interpretation and fit-out of the railway station building. The project also proposes completing the district heritage strategy, potentially assisting the Buller District Council with heritage planning and decisions being made in the sector. HWC also aims to help promote the sites within existing media. Due to the limited resources and timeframe of the past year, HWC is also looking to assist other groups that could not yet be supported beyond the photo shoots, website, and Footprints brochure.

The key partners in this project to date are the Northern Buller Museum and the Karamea Centennial Museum. However, the aim is to extend this to Friends of the Hill, the Museum of Kawatiri, the heritage groups in Reefton, and Promoting Buller Inc.

The benefits of this funding will include:

- Providing professional support and encouragement to the heritage groups, most of which rely on committed and passionate volunteers who need help with planning, exhibition design and layout, fundraising, and marketing. Enhance museums, sites, and attractions.
- Increased use of facilities and appreciation of cultural heritage.
- Better preservation and storytelling of the district's rich history.
- Increased collaboration and sharing of skills and resources between heritage entities.
- Improved and coordinated marketing of sites within existing tourism marketing.
- Much greater recognition of the heritage sites and stories within the community and much greater involvement by communities.
- Increased relationships with schools and young people learning their history.
- Better preservation of the district's heritage and cultural assets.
- Economic development through potential increased tourism visitation, particularly into the Northern Buller.
- Increased community empowerment and resilience: The project has already seen an increased interest in the museums from locals who were not engaged before the project.



**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.

The Buller District has at least 15 heritage groups and many sites. This project will benefit their members, communities and visitors, so potentially 10,000 - 20,000

**How long will your project/service run?** Start date: Nov1st 2024      Finish date: Oct 31st 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 project aims to support connectedness and revitalisation of the community. Examples already exist, such as the number of people who have attended events and the vibrance of and follow-up from them. The Northern Buller Museum project is already helping with the foundations of the Granity area as a destination and adding to other initiatives happening. This also happened in Karamea and is likely to occur in other places where support is given. This has the potential to further expand into youth engagement with the attractions better designed for school visits and the current curriculum. The priority of quality facilities is also being met with support for upgrading the museums' displays and, in the Granity example, the walks and outdoor community activity areas.</p>
	<p>How will you measure this? This will be measured through the number of events held and the participation in them, the number of new people engaging with attractions, the amount of community planning that involves the heritage sector, and the amount of private sector support. Importantly, it will also be measured by the increased visual quality of the facilities and sites.</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? The main way affordability will be supported will be through the amount of new funding that has been attracted due to good planning, quality funding applications and sponsorship, and the provision of alternative revenue streams for facilities. This is already being seen in the trial of a credit card donation device at the Northern Buller Museum and the funding support for significant Lottery Grant applications. Initial discussions are also underway with two companies to support projects financially.</p>
	<p>How will you measure this? Increase in tourism-related revenue from donations/entry.  Growth in income into projects from private investment and philanthropy.  Heritage organisations' possible increased self-sufficiency can be measured by tracking their success in securing funding from diverse sources, including grants, donations, and other earned income.</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><b>How will your project support this?</b></p> <p>The Community Outcome of prosperity can be met through the approach to economic development and community enhancement and the building of partnerships and integration between the heritage sector, tourism operators, educational institutions, and local businesses that have already begun. This cross-sector collaboration together with regional networking initiatives encourage resource sharing and joint ventures that create a stronger, more resilient local economy.</p> <p>The project's focus on enhancing heritage tourism plays a key role in attracting visitors, generating revenue, and instilling a sense of pride in the district's unique history and culture. This emphasis on cultural tourism contributes to economic growth and preserves and promotes the area's distinctive identity.</p> <p>The project's investment in digital content creation, storytelling, and interpretation skills, as seen in the initial work undertaken to use QR codes in the Northern Buller Museum, supports the growth of creative industries, and the development of these skills in the community.</p>
	<p><b>How will you measure this?</b></p> <p>This can be measured by monitoring the number and types of partnerships formed between heritage organisations, tourism operators, educational institutions, and local businesses and tracking the increase in visitor numbers to heritage sites and museums in the Buller District.</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><b>How will your project support this?</b></p> <p>Through our approach to preserving and promoting the unique cultural legacy, the project cultivates pride and strengthens community bonds, reinforcing the value of the area's history. This sense of shared heritage is actively developed through community engagement initiatives, including workshops, forums, and volunteer opportunities, encouraging residents to take ownership of their cultural treasures and participate in their preservation. Additionally, the project's commitment to training and capacity building within the heritage sector supports lifelong learning and professional development, enhancing heritage practitioners' and volunteers' skills and knowledge.</p>
	<p><b>How will you measure this?</b></p> <p>Community engagement and participation can be measured through attendance at heritage attractions, events, workshops, and training sessions. It can also be tracked by monitoring the number of volunteers actively involved in heritage projects.</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><b>How will your project support this?</b></p> <p>This project does not have a strong focus on the environment however initial discussions are already underway with Bathurst Resources Limited to tell their story, that would likely include environmental restoration, in the Northern Buller Museum.</p>
	<p><b>How will you measure this?</b></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>
Project Facilitator Yr 1	Proposed Contract Price for Regional Facilitator for Y1	\$ 80,000.00
Administration and Travel	Estimate of costs for administration and travel	\$ 10,000.00
Projects Budget	Estimate of Budget to undertake Projects, prepare concepts plans for funding applications etc	\$ 40,000.00
<b>Total cost:</b>		<b>\$ 130,000.00</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.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
Heritage West Coast	Funds raised from West Coast Community Trust	5,175.00
Lottery Environment and Heritage Application for Yr1	Lodged 31 July 2024	84,825.00
<b>Total contribution</b>		<b>\$ 90,000.00</b>
<b>Cost less contribution</b>		<b>\$ 40,000.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 10,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

The budget above is an overall budget for the regional project proposed. The request to the Buller District Community Grants is for \$10,000 + GST, which will help support the work in the Buller District. This is further explained in the attached cover letter. HWC would very much welcome further funding if it was available.

In relation to funds held by HWC:

- HWC is investing around \$30,000 in this project for the period from July - Nov 2024 that has not been recorded in this budget.
- An operating contingency for HWC to meet annual operating costs is being retained. HWC also has funding committed from the Westland Cultural Tourism Development Project for the Hokitika Custom House Restoration Project, which came from Westland funding.

Should funding not be gained HWC will reduce the project to meet the funding that can be raised.

The financial year end for HWC is 30 June. We have attached the preliminary financial accounts that are to be forwarded to our accountant. Please note, they contain the financials for the MCH Grant funded 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:

All boxes have been ticked as HWC will have to review all options and make decisions based on the funding available. We are committed to undertake this work however resourcing is required. Applications are already being lodged with other funders.

**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.

HWC made a formal submission to the Annual and LTP and requested to speak to it. It appears that the submission was misplaced and, therefore, was not considered. Due to the pressure on rates, HWC did not pursue this. Instead, we are applying to this community fund as we understand it is allocated to support community projects, which is the basis of this project and has no additional impact on 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?
			Not applicable

**Information for applicants:**

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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 Gurden	
Secondary contact: Andrea Forrest	

**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: Inangahua A & P & Sport Association

Legal status of organisation: Charitable Trust

### Contact details:

Name	Position in organisation
Main contact: Deb McCarthy	Treasurer
Secondary contact: Kay Williams	President

### Why was your organisation set up (what are your organisation's main objectives)?

To benefit the community by hosting an annual A & P Show giving the rural, lifestyle and urban communities the opportunity to keep the traditional rural sports and community activities alive.

**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 sought to pay the rental for grounds used for the A & P Show. There is only one suitable area, the Reefton Sports Park, that is large enough to host an event of this size. It has a main complex building with suitable ground space and the a range of other buildings, toilets, stables etc needed for our purpose. By securing these grounds we are able to forward plan our February show for the benefit of the Inangahua residents and wider 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.

Approximately 1000 people

**How long will your project/service run?** Start date: 1 February 2025 Finish date: 1 February 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><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this? Provides focus and support for the Reefton Sports Park's future by helping support quality community recreational facilities.</p>
	<p>How will you measure this? Ongoing maintenance of the Park's building  Ongoing use of the Parks facilities by all users, equestrian event, rugby, A &amp; P show and other large event users.</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? It is important to the ethos of the A &amp; P Association to provide a easily affordable family friendly show and therefore we have kept the entrance fee low and consistent for many years.  Within the show we provide free activities including entertainment, competitions and exhibits.</p>
	<p>How will you measure this? The number of exhibitors attending the show Gate revenue Feedback received</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 provide advertising and showcasing opportunities for existing and new industry on the day.
	How will you measure this? By the number of trade stalls we host each year.
<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? Inangahua A & P Association formed in 1910 and has held an annual show almost every year since. We provide opportunities for community groups to fundraise, educate and raise their profile within the community. We welcome community groups to help run activities. We aim to provide low cost family focus activities that encourage young people to participate in the A & P Show. Provide a venue for traditional rural competitions to connect with the wider community.
	How will you measure this? Provide and record young person activities. Invite and record the uptake on community group fundraising and running activities. Record entrant numbers participating in areas that reflect our traditional rural heritage.
<b>Environment</b> Our distinctive environment and natural resources are healthy and valued.	How will your project support this? Encourage local organisations to exhibit at the Show to inform and educate attendees on the work undertaken within our area. Previous years we have had representation from the rural, mining and conservation sectors.
	How will you measure this? Record number of invitations and attendances. Feedback



**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 (\$)
Reefton Sport Park	Hire of grounds	\$ 1,950.00
<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.

Your contributions	Detail	Amount (\$)
<b>Total contribution</b>		\$
<b>Cost less contribution</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.**

Funds held in the account have accumulated over many years from previous committees efforts. Since 2008, when we became a charitable trust, we have dispersed our profits, or, as in the last few years when our show has like many others was not profitable, have needed to use reserve funds.

The historical funds:

- are used when the show runs at a loss for donations to recognise other non-profit organisations who support the show.
- are held in reserve for costs incurred when the shows revenue is impacted by weather-related events.
- are used, as needed, for Reefton Sports Park improvements that provide a benefit to our show community.
- enable the Association to contribute to a local education trust fund awarded annually.

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?
2023	Ground Rental	1,950.00	YES <input type="checkbox"/>

**Information for applicants:**

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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: Deb McCarthy	
Secondary contact: Kay Williams	

**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: Kaitiaki Mokihinui Charitable Trust

Legal status of organisation: Charitable Trust CC49685

### Contact details:

Name	Position in organisation	
Main contact: Frida Inta	co-chair	
Secondary contact: Anna Hollings	co-chair	

### Why was your organisation set up (what are your organisation's main objectives)?

To care for and maintain the Chasm Creek Walkway, Seddonville

**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 seek funding from Buller District Council on an annual basis in order to keep the Chasm Creek Walkway open.

The need was identified when DOC revoked management of the walkway in 2011 and it was left up to the community to keep it open.

Key partners include the Buller Revitalization Fund, Rail Heritage Trust NZ, The Trusts Community Foundation, Buller District Council, all being financial funders of the walkway. Supportive partners include Buller District Council, LINZ as land owner, local community organisations, and local businesses.

We need the funding for grass-cutting, replacement and upgrade of tools, office consumables, enhancing the walkway, including eco-sourced plantings, maintaining the archaeological tenor, and all the bits and pieces involved in ensuring the walkway remains open and safe for the public.

Recipient beneficiaries are undoubtedly the public who visit the walkway. This includes both locals and exotic tourists. For locals it is an important recreational area that provides peace, quietness, serenity, spiritual connection and aesthetic appeal. It is mainly the aesthetic appeal, the glowworms, and also being a classic example of very early railway history which draws tourists. The walkway area is a special example of now rare lowland indigenous riparian forest. Participants, being our trust, benefit from seeing the walkway tidy and flourishing, and getting positive feedback from visitors to the walkway



**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.

Trust = 5, visitors approximately 1 per day during winter, 4 per day during summer, so about

**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 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? Social: Our communities are vibrant, healthy, safe and inclusive.</p> <p>The Chasm Creek Walkway is very scenic, with an indigenous riparian forest that is gaining health through care. The walkway itself is a wide boulevard with the intention of making it wheelchair accessible. Our aim is that this scenic and historic walkway caters safely to a wide range of people including the old, disabled and young.</p>
	<p>How will you measure this? It can be measured through receiving feedback from visitors to the walkway. Trust volunteers are often in the walkway working on various projects and one of the delights is talking to walkway visitors. We also get a lot of positive feedback via our walkway visitors' book. Visitors are delighted to be able to walk over the new swingbridge over Chasm Creek.</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? Affordability: 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>Our trust puts many volunteer hours into providing a tidy and safe walkway whilst also enhancing it by upgrading the path, planting eco-sourced native plants, predator-trapping. We do this on a fairly shoestring budget and our rewards are seeing the walkway and its indigenous bounty thrive. If we did not provide this service it would be much more expensive to keep this walkway open. The new swingbridge over chasm creek has just been completed and we are awaiting ramps either side to be built. The walkway is very important as an asset for future generations.</p>
	<p>How will you measure this? We have an archive of photos which show the progress and enhancements of the walkway with time. Another measure is actually what we achieve on our shoestring budget. The number of visitors to this walkway, and their feedback, is another measure. The new swingbridge over Chasm creek is fit-for-purpose, quality infrastructure that meets our current and future needs. We will soon work on re-opening access over Pages Stream to enable the walkway to be open from end to end.</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 (\$)
grass-cutting	walkway maintenance	\$ 195.00
paid labour	repairs, work requiring expertise	\$ 82.99
tools	replacing and upgrading	\$ 85.45
materials	for maintenance work	\$ 113.46
sundries	e.g. weedkiller rat trap part	\$ 117.75
culvert	pathway	\$ 160.00
cost overrun	from BDC 2022 grant	\$ 65.35
<b>Total cost:</b>		<b>\$ 820.00</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 (\$)
donations	visitors can donate via our visitor book	20.00
Lotteries	Community Facilities	107,590.00
TTCF	pathway repairs	7,611.15
WCCT	swingbridge contribution	4,000.00
<b>Total contribution</b>		<b>\$ 109,221.15</b>
<b>Cost less contribution</b>		<b>\$ 800.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$ 800.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Our closing balance as at 31 March 2024 was \$67954.18  
Once all commitments/ liabilities are accounted for our budget shows we still have approximately \$7,000 in our account.  
We still need to build ramps for our swingbridge and the funding we have applied for will not cover all costs of the ramp build. We have had quotes for this job ranging from \$7,000 to \$13,000.  
We also need to start saving in order to apply to Lotteries for the preservation of Pages historic railway bridge and its repair in order to re-open it.  
We still need to maintain the walkway, and our annual grant from BDC is invaluable for this.

<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?</p> <p>Prosperity: 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>Recreation is a very important facet of prosperity and employment. Recreation in a place that offers quiet and scenic beauty is very good for rejuvenation of the spirit, which many in employment need as a distraction to the stresses of work. The walkway also provides an interest for visitors to the area, which is good for local business.</p> <hr/> <p>How will you measure this?</p> <p>Once again, by feedback from visitors to the walkway. Also, local businesses let us know how important the walkway is for providing variety for visitors to their establishments.</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?</p> <p>Culture: 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>The Culture of the West Coast has a strong dependence on the untamed natural wilds. Our walkway provides a glimpse for a wide range of people into this awesome wilderness by providing a wide boulevard path through the indigenous riparian forest. This walkway provides a link in the circuit of other walkways in the area. The railway history of the walkway has been enhanced by the site being recognised as a registered historic site by Heritage NZ, and then providing an information board on that history. We do plan on getting an information board of the Maori history of the area as soon as access through the walkway is fully open again.</p> <hr/> <p>How will you measure this?</p> <p>Our information board on the railway history provides information that is not generally known about the area of its early colonial days. This helps to enrich the understanding of the Mokihinui area's history. We are not quite there with all the historic and ecological information we want to provide at the walkway.</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?</p> <p>Environment: Our distinctive environment and natural resources are healthy and valued</p> <p>Our work at the walkway is enhancing indigenous biodiversity by weeding, planting eco-sourced plants, protecting rare plants and predator trapping. The walkway area provides an important example of now rare lowland indigenous riparian forest. In a world of economic development quiet places of scenic beauty such as the Chasm Creek Walkway become ever more important.</p> <hr/> <p>How will you measure this?</p> <p>We are seeing the indigenous biodiversity thrive under our care. This is extremely important in striving to maintain ecological and climate stability in this present world of climate chaos.</p>

**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.

We received \$8695(excluding GST), VRS0056, from the Buller Revitalization Fund. This was a top-up towards our swingbridge build. That topup enabled us to be financially secure enough to go ahead with the swingbridge build.

**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	Walkway maintenance	800.00	YES



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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: Frida Inta	
Secondary contact: Anna Hollings	

**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: Karamea Historical Society

Legal status of organisation: Charitable Status



### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Rosalie Sampson	Treasurer	
Secondary contact: May Chalmers	Chairperson	

### Why was your organisation set up (what are your organisation's main objectives)?

The Karamea Historical Society was setup to administer the Karamea Centennial Museum which provides valuable insight into Karamea's unique heritage, developed in isolation from the rest of New Zealand and seek other funding when required.

**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 to help with our sesquicentennial (150th) celebrations the weekend of 15-17 November 2024. We would appreciate support by helping us fund costs for the band on Saturday night, hall hire and associated costs for the weekend, decoration for the hall and marquee and a celebration cake.

**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.

Most of the community and ex locals who return for the celebration 500-800 people

**How long will your project/service run?** Start date: 15th Nov 2024 Finish date: 17th Nov 2024

**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 providing a welcoming relaxed environment over the weekend were locals and ex local community members can come together to reminisce and enjoy one another's company and stories.</p>
	<p>How will you measure this? By the number of people attending and enjoying themselves.</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? Making Saturday evening dance and the weekend affordable for all the community so they can participate.</p>
	<p>How will you measure this? By having a good attendance.</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? Prosperity has already been proven by having a resilient community past and present and we want to celebrate this.</p>
	<p>How will you measure this? This has already been measured by having the thriving, diverse community that has proven its self-sufficiency and resilience over the last 150 years of settlement and am sure it will continue to utilise all opportunities.</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? This event is part of a major milestone for our community of how we have treasured what we have got and had for many years by the involvement of many groups and people in our community.</p>
	<p>How will you measure this? By the number of people attending the weekend exchanging stories of our heritage and values of the community past and present.</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? For many years our natural resources and environment have been recognised and valued a common saying is that "We protect the present to secure our future."</p>
	<p>How will you measure this? By keeping our services in Karamea. Doing so we have additionally population and visitors by protecting the outstanding resources we have in our area.</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 (\$)
Karamea School	Hall hire, setup and cleaning	\$ 1,625.00
The Corks	Irish Band	\$ 2,300.00
Party Warehouse & Palmers	Decorations, balloons etc	\$ 2,130.00
Christine Hynes	Celebration cake	\$ 350.00
Buller Marathon	Chair & table hire	\$ 500.00
Misc	Unidentified costs	\$ 595.00
Hirepool & Wpt Hire etc	Marquee, Portaloo's, Catering etc	\$ 54,438.00
<b>Total cost:</b>		<b>\$61,938.00</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 (\$)
Pub Charity	Marquee	20,342.00
West Coast Community Trust	Portaloo's	3,000.00
The Trust Community Fund	Portaloo's	3,500.00
Registrations	250 Registrations @ \$100.00	25,000.00
<b>Total contribution</b>		<b>\$51,842.00</b>
<b>Cost less contribution</b>		<b>\$ 10,096.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$7,500.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Funds already held are separate from this event, they are for the running costs, wages and for fittings of the new extension to the museum.

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.

Yes, we have received \$5,000 00 p.a. towards the running costs and wages for the museum.

*#Note - Funds came from EAP.*

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?
2022,2023,2024	Running costs and wages	5,000.00	Not applicable

**Information for applicants:**

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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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**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)

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: KARAMEA WAR MEMORIAL LIBRARY INCORPORATED

Legal status of organisation: SOCIETY

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	V. MOYNIHAN (CHAIR/TREASURER)	[REDACTED]
Secondary contact:	L. AVERY (LIBRARIAN/COM MEMBER)	[REDACTED]

### Why was your organisation set up (what are your organisation's main objectives)?

To provide a diverse range of reading resources at an affordable cost, in a centrally located building in our community, ensuring through voluntary effort that those resources are regularly accessible.

**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 requesting funds to cover our annual insurance bill, which is not covered by our membership income. Our membership income is used to maintain our service i.e. book-care, shelving, house-keeping supplies, postage and building repair and maintenance and other 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.

*TOTAL-66 subscribers ; including family subscriptions, couple subscriptions and single subscriptions which equates to approximately 200 regular users.*

How long will your project/service run? Start date: *2/8/24* Finish date: *2/8/25*

*Invoice is payable by the 20<sup>th</sup> Sept, 25.*

**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?  <i>-Our library has an access ramp                      -We are a community led voluntary society contributing to the well-being of our community by enabling access to library resources for all                      - We have recently concluded a 5-year restoration of our building to create resilience for our continuing purpose, including toilet &amp; sewerage facilities</i></p> <p>How will you measure this?  <i>Through our subscription numbers, our facebook page response numbers and the attendance and usage diary we maintain.</i></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?  <i>- As stated in Box 1 - the library has been recently completely restored. This was <del>done</del> achieved at no cost to BOC                      - Our library is operated 100% through voluntary effort.                      - An annual subscription per household is \$20 - no other costs apply.</i></p> <p>How will you measure this?  <i>As above i.e. our building has recently been completely restored and our resources are refreshed continuously through donations, buying what we can afford through other fund-raising efforts &amp; some Buller library books shared on rotational service.</i></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>- Visitors often comment on the well kept and charming historical aspects of our lovingly restored building and are surprised at the range of material available.</p>
	<p>How will you measure this?</p> <p>We are an entirely voluntary group. The contribution of our volunteers amounts to 15 hrs per week of opening the library for the public, plus the hours volunteered to manage the administration and care of our facility and resources. All free.</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>We provide a very diverse and inclusive range of reading material, both fiction and non-fiction, and a whole wall dedicated to NZ literature, which we renew and update regularly through donations and requests.</p>
	<p>How will you measure this?</p> <ul style="list-style-type: none"> <li>- Community support through book donations</li> <li>- Community inclusion via face-to-face discussion, activity on our online presence and increasing subscriptions</li> </ul>
<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> <ul style="list-style-type: none"> <li>- We have a number of resources covering the environment, current climate issues and education on this subject</li> <li>- The natural environment of our area is explored in several recent additions</li> </ul>
	<p>How will you measure this?</p> <p>- By how often these books are reserved or read.</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 (\$)
\$1,384-83	Annual Insurance	\$1,384-83
<b>Total cost:</b>		\$ 1,384-83

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 (\$)
\$84-83	From subscriptions	\$84-83
<b>Total contribution</b>		\$ 84-83
<b>Cost less contribution</b>		\$ 1300-00
<b>Amount you are requesting from this Community Grant</b>		\$ 1300-00

If you are holding funds in your accounts, please outline why these cannot be used for this project or use.

- We currently have \$4,216-48 in our account. We have ear-marked \$3,500 to renew our signage and update our non-fiction category.
- We would also like to reward our volunteers for all the extra hours involved in this building restoration project over the last 4 years with a celebratory occasion, if affordable.



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.

N/A

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?
<del>2021</del>	<del>Annual Insurance</del>		
2021	Annual Insurance	1,227-88	Not applicable

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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: VALERIE MOYNIHAN	
Secondary contact: KEFANN AVERY	

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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: Kawatiri Nature Environment & Communities Trust

Legal status of organisation: Charitable Trust

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Di Rossiter	Deputy Chair	
Secondary contact: Glenn Irving	Chair	

### Why was your organisation set up (what are your organisation's main objectives)?

Kawatiri Nature Environment & Communities Trust (KNECT) has a vision that speaks of a Buller Kawatiri where people thrive because nature thrives. Our purpose is to enable positive and sustainable outcomes for nature and communities across the Buller Kawatiri via the connections we make, and the work we support and deliver.

This includes, but is not limited to:

- i) Leveraging our extensive network and skill-base to engage industry, business, governance, community groups and the community in positive change opportunities
- ii) Developing regenerative economy opportunities across the district that will care for our land and provide employment opportunities for our people
- iii) Developing and delivering biodiversity restoration and conservation initiatives across the district

**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.

Kawatiri Nature Environment & Communities Trust (KNECT) is applying to the BDC Community Grants fund to support the development of an online 'EnviroHub' for the Buller Kawatiri. KNECT has recently undertaken a strategic planning process with the support of Development West Coast. One of the key findings from this process has been the need to coordinate, through the provision of an online structure, the not-for-profit (NFP) sector across the Buller district. Improved coordination will provide opportunity for greater collaboration and amplification of outcomes for our natural environment and for our communities across the district.

We would look to work with Environment Hubs Aotearoa to propagate the success they've already had across Aotearoa with 22 existing EnviroHubs. Our concept is to develop an online collaboration platform for Buller's NFP sector that is focused on outcomes for the environment and the community, that features some or all of the following elements:

- Volunteer / supporter portal to coordinate volunteer effort
- Online directory with links to local initiatives/organisations/projects web pages, social media pages, and contacts
- A chat function for registered groups to collaborate on projects, connect on needs, and coordinate funding activity to amplify initiatives
- GIS map of local NFPs and project localities
- Resources and articles relevant to local initiatives, projects, needs
- Calendar of events and funding rounds
- Low-cost advertising spaces for local environmental or community services to help fund page
- Back-end support to help groups learn about search engines, AI language tools, and other tools to generate articles/content and increase engagement

Partners to this initiative include other environmental, recreational, tourism, social and educational community groups across the district. We have tested this concept with a number of existing community groups and organisations and each has expressed strong support for the concept and communicated a clear need for such a tool. KNECT has been in operation for two years and over this time, even though KNECT's Trustees are well connected across the district, have found that the lack of structured coordination between community groups has led to inefficiencies and many lost opportunities to collaborate and amplify our efforts.

#### Benefits –

1. For groups/projects – amplifies web presence, automatic sharing of social media content, one-stop-shop for funding rounds and event planning (helps avoid doublebooking similar events), connect with wider community of volunteers, support with regular writing of community engagement pieces, build networks in the district
2. For community – shows everything happening in our district in one calendar, interesting and informative articles about local environmental action, easy to connect with groups, projects, environmental services and resources
3. For councils – place to share information about Regional Pest Management obligations and control, waste management etc
4. For visitors to the district – advertises Buller Kawatiri as an enviro-tourism destination as it showcases everything going on here and makes it easy to connect and get involved
5. For local businesses – a place to advertise relevant services, draws visitors to the area
6. For sponsors/patrons – showcases groups benefactors: might like to invest in and provides space to publicly thank sponsors

Only a small co-funding contribution is sought from the BDC Community Grant that will have wide reaching benefits across the district.



**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.

9,700

**How long will your project/service run?** Start date: Beginning 2025 Finish date: No end 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 style="text-align: center;"><b>Social</b> Our communities are vibrant, healthy, safe and inclusive.</p>	<p>How will your project support this?                  Many groups and stakeholders we talked to spoke of a sense of isolation within Buller, with local projects struggling to extend their reach, and keen community members unsure what is happening or how to get involved. The district's environmental, recreational, tourism, social and educational community groups and organisations, which work so hard to achieve outcomes for the environment and our communities, would stand to benefit from the Envirohub's development and implementation by being provided with opportunity for greater support, awareness of and amplification of their efforts and outcomes, which in turn would propagate better outcomes for our natural environment and our people.                  Volunteering is a huge part of many people's social lives, directly contributing to a sense of inclusion, connection and purpose. It is an increasing aspect of what many tourists seek during travels, and a way for new residents to an area to connect with the place and meet new people. The Envirohub would help elevate the vibrant community of volunteers and those who want to be involved by making it easy to connect with projects, events, and other people who share their values and passions.</p>
	<p>How will you measure this?                  - The number of community groups and organisations that become member users of the EnviroHub                  - User feedback on benefits realised                  - Volunteer and participant crossover between local projects and events</p>
<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?                  N/A</p>
	<p>How will you measure this?                  N/A</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? The more connected our not-for-profit sector is, the more able we will be to develop initiatives that support sustainable development and self reliance which both support the Prosperity outcome. Buller Kawatiri is currently underserved in terms of effective engagement technology, with many groups relying on social media as their sole engagement technology which limits their effectiveness, efficiency and reach. Creating one online destination, that supports groups to learn about innovative tools to engage (eg AI language models for content and customer engagement) and has a strong web footprint, will decrease each group's individual workload in maintaining a web presence while increasing their reach, effectiveness, and skills. It will also make it easier for tourists and visitors to connect with local activities by building the online profile of Buller as a quality eco-tourism destination.</p> <hr/> <p>How will you measure this? - Search engine results, 'click through' numbers to individual organisations and projects, social media engagement metrics - Feedback from member groups/ organisations on engagement and sales - Feedback from member groups and stakeholders on use of local goods and services found through Envirohub connection over other alternatives</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? The not-for-profit sector forms a part of what binds us as a community. By supporting community groups and organisations, we can amplify our efforts and outcomes and build a stronger and more connected community across the district. Our lifestyle values and strong community spirit are exemplified by our communities of volunteers and participants in community initiatives and events. The Envirohub will make it easier for people to plan, engage, connect with projects that fit their values, and will increase inclusion by providing information on the myriad ways community members can be involved (research in volunteering shows that groups often fail to understand how to engage volunteers effectively, and that online tools can help people find ways to be involved that suit their needs, lifestyles, and values).</p> <hr/> <p>How will you measure this? - The number of community groups and organisations that become member users of the EnviroHub - User feedback on benefits realised</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? With environmental outcomes as a core focus of the EnviroHub, this initiative directly support this community outcome.</p> <hr/> <p>How will you measure this? The number of community groups and organisations that become member users of the EnviroHub - User feedback on benefits realised - Wider community involvement in on-the-ground environmental activity, leading to improved environmental outcomes.</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 - engagement & concept development	Understand user needs, scope the EnviroHub product, and make Buller-specific	\$ 3,000.00
Wages - technical scoping & development	Based on Environment Hub Activities, develop technical design and working prototype	\$ 10,000.00
Wages - product testing & refinement	Test prototype with end user working group	\$ 7,000.00
<b>Total cost:</b>		<b>\$20,000.00</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.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
NBS and The Nature Conservancy sponsorship	KNECT's sponsorship funds will fund most of the EnviroHub development	15,000.00
<b>Total contribution</b>		<b>\$15,000.00</b>
<b>Cost less contribution</b>		<b>\$5,000.00</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$5,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

As above, we are proposing to use our sponsorship fund to support the development of the online EnviroHub concept, including working with existing community groups and organisations.

(As above, KNECT proposes to commit funds to create an admin role to operationalise its community engagement and support strategy, which will cover much of the research and engagement with existing community groups and organisations required prior to developing and testing the online Envirohub.)

Other funds in KNECT's account are already tagged to other projects and cannot be used for this purpose.

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?
2023	Local Food Economy	3,387.68	YES <input type="checkbox"/>

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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: Di Rossiter	Diana Rossiter
Secondary contact: Glenn Irving	Glenn Irving

**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: NZ Food Network FoodBank Distribution Buller

Legal status of organisation: N/A



### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Neil Stevenson	Operator	
Secondary contact: N/A		

### Why was your organisation set up (what are your organisation's main objectives)?

To facilitate distribution of Food Parcels, sourced from Canterbury FoodBanks, to NGOs and other local whanau support groups who supply to recognised needy members of the community

**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.

My need is to operate a vehicle, and / or trailer, to collect Food Parcels from pre-arranged depots and distribute them to NGOs, etc, in Westport as above.  
Funding is required to fuel the vehicle, replace worn tyres, cover insurance costs, etc.



**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.

400-500 approx.

**How long will your project/service run?** Start date: 1/1/24

Finish date: 31/12/25

**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? Putting food on the tables of needy whanau and individuals, helping to fill kids' school lunch-boxes...</p>
	<p>How will you measure this? Lots of happy, rosy, smiling faces; kids full of energy; all assisted to live fuller, healthier lives</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? Relieves some of the pressure on household budgets resulting from the current Cost-of-Living crisis.</p>
	<p>How will you measure this? Greater participation in Community events, sports and cultural, etc.</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? Better opportunities for people to concentrate on looking for work, and making efforts to live sustainably, as financial pressures are reduced.</p>
	<p>How will you measure this? More participation in workforce, Maara Kai, etc</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? Breakfast Club at Buller High will support better learning with students better fed.</p>
	<p>How will you measure this? Academic results.</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.

Your expenses	Detail	Amount (\$)
Vehicle running costs	Fuel, tyres, insurance premiums, etc	\$ 2,000.00
<b>Total cost:</b>		<b>\$ 2,000.00</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 (\$)
Vouchers from Poutini W		50.00
<b>Total contribution</b>		<b>\$</b>
<b>Cost less contribution</b>		<b>\$</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.

**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	Buller FoodBank distribution	2,000.00	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.
- 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: Neil Stevenson	
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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## 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 Historic Trust Board

Legal status of organisation: Charitable Trust

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Nigel O'Malley	Chairperson	
Secondary contact: Ronnie Buckm	Treasurer	

### Why was your organisation set up (what are your organisation's main objectives)?

To preserve and enhance the historic and cultural characters of the area and region. To encourage the use and development of sustainable heritage business and employment initiatives/opportunities for the benefit of the community. To encourage the community to preserve, maintain and adapt where necessary, those buildings in our area and region which have historical, social, aesthetic and scientific values. To promote encourage and facilitate a wider understanding of heritage values which are part of our communities.

**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.

The Reefton Railway Precinct - alongside SH69 at the northern entry to town the Trust Board has an area promoting scrap metal to be dropped off which members operate as a fundraiser for the organisation. This application is for funds to move the scrap metal 'operation' from the main road to the other side of the railway precinct, onto Hattie Street. Along this side is a fully fenced area which will be perfect for our developing scrap metal operation. It has a gravel surfaced area along the front but has a hollowed out open drain along the rear of the section which we need to improve by installing drain pipes which will bring the water from the north of the yard into a small stream/drain to the south.

This application is for the purchase of the piping and 'dry hire' of an excavator, a total of \$2070.00. Trust members will do all the work required including excavator driver.

The scrap metal fundraiser has become a long term sustainable fundraiser for our organisation but for it to continue it needs to move from the entrance to town where scrap is dumped rather randomly in an open area alongside the main road to a more organised site. This will be achievable at the proposed site on Hattie Street which is more secure, has a good base and space to allow for areas the different scrap to be dumped and picked up.

Benefits to the Trust will be another section of railway precinct tidied up, a better location achieved for our scrap metal fundraising operation thus helping ensure a continued revenue supply and benefits to the wider community are both an improvement to the towns northern entry along with support for/seeing our community group continue to achieve.

**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.

10 Trust committee, another 15 Trust members, our 5-8 current business supporters, and the ~~those of Reefton 1000 population who care about our community, what it looks like coming~~

**How long will your project/service run?** Start date: Oct 2024

Finish date: Nov 2024

**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 Trust along with our many community groups helps community wellbeing by - the 'feel good' of our community, providing activities/groups/socialisation within our community, opportunity for community members to learn/participate in/help the retention of our heritage within this area, and as a result help retain our heritage and culture for future generations</p>
	<p>How will you measure this? The Trust continues to exist, continues to have membership, continues to obtain funding/sponsorship to improve/retain our heritage interests within the town (directly the railway precinct, the Oddfellows Hall, the Reefton Courthouse), and lend support and assistance to other community or heritage groups where asked/needed</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? By having community groups such as ours which work towards self sustainability as much as possible allows us to continue to exist, be part of our community, help maintain the built and wider environment (such as our railway precinct with land and buildings potentially to lease), which helps attract people, businesses etc to our town</p>
	<p>How will you measure this? Not directly? but generally our town continues to grow/prosper/can provide for new business and existing business to expand?</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? By purchasing the railway precinct 20+ years ago we have retained an area close to town with good commercial use options into the future. During this period we have cleared/tidied/fenced and continued to slowly improve the area which in turn improves opportunities within the town for commercial use. An example of this is the area which has been cleared, fenced and now planned to be used for a scrap metal depot which will help to improve the Trusts sustainability into the future.</p>
	<p>How will you measure this? Land within the railway precinct is currently leased for commercial use (again important for our sustainability), and a railway station currently being restored has potential for lease/rent/use commercially in the future - this could be a measure? Or the fact that we gain the funds, move the scrap metal operation and continues to be part of our income stream to do more of the Trusts good work.</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? This project assists the fundraising which leads to the sustainability of the Trust Board in doing what our organisation is set up to do. Retaining and supporting the retention of our cultural, built and environmental heritage within the town and area is one of the keys to our organisation. Along with working with other heritage and community groups as and when needed/asked to further their objectives and projects.</p>
	<p>How will you measure this? This project doesn't adversely affect the railway precinct land and buildings. Community groups continue to exist and communicate/align/work together within the Reefton community.</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? With regard cultural environment, we've included this above. And for the environment the project itself isn't detriment to the environment as is or will be in the future. In fact it improves the environment by improving the drainage/assisting water pooling that currently exists</p>
	<p>How will you measure this? The land within the fenced area or the land to the north and south isn't adversely affected by the improved drainage</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 (\$)
Supply Point	Drain pipe	\$ 1,380.00
MS Moore contracting	Excavator hire	\$ 690.00
<b>Total cost:</b>		<b>\$2,070.00</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	Deer gate to the scrap metal area	480.00
RHTB members	Volunteer time for drain laying/excavator driver	
	2 people, 2 days, 36 hours @ \$30	1,080.00
<b>Total contribution</b>		<b>\$</b>
<b>Cost less contribution</b>		<b>\$</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$2,070.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Any funds held are already tagged for other projects - and as we were operating in a deficit situation for quite some time during this financial year we held no surplus funds, nor still do. Fortunately this is beginning to change and become once again, able to meet our operating expenses each month.

**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.

Yes the Trust Board in addition to the Reefton railway precinct, owns the Oddfellows Hall and has a long term lease on the Reefton Courthouse.  
 The Reefton Courthouse has an annual grant of \$8500 to assist with operating costs/allow for a r+m budget each year. These funds are tagged specifically for the Courthouse and are held in a separate account.

**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?
Oct 2020	Community Grants	3,250.00	YES <input type="checkbox"/>

**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. 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:	[Nigel O'Malley]
Secondary contact:	[Ronnie Buckman]

**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 Sports Park

Legal status of organisation: Incorporated

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact: Katie Thomson	JAB Rugby CoOrdinator	
Secondary contact: Aimee Moore	Rugby Treasurer	

### Why was your organisation set up (what are your organisation's main objectives)?

Reefton Rugby Club was established in 1956 - main objective currently is to provide well run Rugby for Junior All Blacks in our community. We currently have a pool of children aged from U5 grade to U13 grades travelling from Maruia, Ikamatua and Inangahua Junction to attend trainings and games both at home and in Westport. We currently have approx 56 kids registered with our club.

**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 help with the upgrade of our current Club Room facilities. These are currently getting to a very aged past it condition. To the point that we don't hold after match functions in there any more, we do our presentation on the field after the game.

If the club rooms are in a tidier state we would hold all JAB aftermatch functions in there making for a more club feel being able to host other clubs after our games.

We could also look to hire the facilities out for functions if they were in a presentable state so the facility can be used and accessed by our wider community.

Prep and paint stairwell and upstairs of club rooms (downstairs was completed about 2 years ago) Sand and coat internal and external stairwells, these are currently a health and safety issue due to the wear the steps are very slippery. Upgrade the lighting.

**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.

500+

How long will your project/service run? Start date: Sept 2024

Finish date: Oct 2024

**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? Through bringing our club and wider community together in one place, currently families leave after the JAB games. This would allow all the families to have a place to go to socialise after the games. The facility would also be available to hire for other community groups for meetings, functions etc.</p>
	<p>How will you measure this? Through the use of the facility, bookings for the facility and feedback from the Rugby club and wider community after bookings.</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? In the past the Reefton Rugby Club rooms have been a significant meeting place for both the Rugby Club and other Community groups, it is the right size for approx 100 people to be hosted. It allows for meetings, kitchen facilities, bathrooms etc. It would allow another facility option to the Reefton Community to book for functions, meetings etc. The current options are larger and none have the lovely outlook the Upstairs club rooms offer over looking the Reefton Race Course. It would not be let at a huge cost making it an affordable option for community groups and members.</p>
	<p>How will you measure this? Through bookings and feedback from users. The Reefton Rugby Club would use it weekly through the Rugby season to host other clubs after home games.</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 (\$)
Painting	Prep & painting of clubrooms labour only	\$ 17,857.20
Internal Stairwell	Prep, sanding and coat	\$ 1,610.00
External stairwell	Prep, sanding and coat	\$ 1,725.00
Lighting	Replacement lights	\$ 2,742.87
Scaffolding	Hire	\$ 1,500.00
<b>Total cost:</b>		<b>\$25,435.07</b>

3 Quotes.

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 (\$)
Electrician	Certified Electrician to install lights - time donated	0.00
Paint	To use - Donated by local business	0.00
Golden Oldies Rugby Club	Donation from Club	3,500.00
Reefton Rugby Club	Donation from Club	1,500.00
Scissor Lift	To use - donated by local business	
<b>Total contribution</b>		<b>\$5,000.00</b>
<b>Cost less contribution</b>		<b>\$20,435.07</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$20,000.00</b>

If you are holding funds in your accounts, please outline why these cannot be used for this project or use.

Reefton Rugby Club operates on funds from sponsors - these funds are mainly put straight back into the club on an annual basis buying uniforms for the teams, sponsorship merchandise for the registered players, eg hoodies. Also buying the sport equipment we need to have to be able to host home games and run trainings, post pads, rugby balls, tackle bags. Our club is run on volunteers, from the lawn mower to Club CoOrdinators, Coaches and Managers. We have looked above and donated funds as the club can afford towards the project \$1,500 and spoken with local businesses to get donations of time, product and equipment to bring the cost down, these are all supplied by registered certified trades people and business within the Reefton Community who see this as a important Community facility that needs to be brought back up to a tidy useable standard. If it gets left to go too far the costs will become prohibitive to get on top of the upkeep of the facility.

<p style="text-align: center;">Prosperity</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? Families looking to move to our area will look to Community groups, clubs and sports on offer for their family and children. Being able to offer a strong Rugby Club is beneficial to our wider community. It offers locals and people looking to move to Reefton a way to keep fit over the winter and get involved and socialise and meet other families in our area.</p>
<p style="text-align: center;">Culture</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? Rugby and sport has a long history in New Zealand and Reefton of being a piece of our lifestyle, bringing communities together. Having a club rooms where we can share the history of our club is important also, the walls are lined with photos of teams from years gone by, having a club rooms allows for this history to have a safe place in our community to stay.</p>
<p style="text-align: center;">Environment</p> <p>Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? The Rugby Club rooms are located at the Reefton Race Course - us bringing the Club Rooms up to the standard that the rest of the Race Course facilities are currently in - nicely painted and presented well looks good for the whole community. If we dont bring the club rooms up to this standard we are letting the whole area down. Visitors to Reefton are allowed to freedom camp in the parking area outside the club rooms, its good to have a nice face for our community facilities kept in good order. Updating the existing lighting will also look to reduce electrical expenses with more efficient lighting.</p>
	<p>How will you measure this? By JAB registrations Hopefully we can get a Senior team up and running again. By bookings and use of the facilities by other community groups and memebers.</p>
	<p>How will you measure this? By registrations, Families joining our club and by the coming together of community groups at the available facilities,</p>
	<p>How will you measure this? That the area is upkept and in tidy condition and presentation.</p>

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: We would postpone and continue to apply for funds from other groups

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  
 Reefton Rugby Club applies each year to the Rural Travel Fund for travel support for our Club families. Each year we offer a variety of support through this funding to our club. Petrol Vouchers for families who have to travel over 20 minutes to Reefton for training once or twice a week. Petrol Vouchers to support families who transport children through to Westport for our games there. Putting on a bus to transport bulk players whos parents are unable to transport them to Westport for games.  
 We complete the accountability Statements each year for this funding and how we use it.

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?
	NO		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.
- 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.
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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: Katie Thomson	
Secondary contact: Aimee Moore	

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: Westport Menz Shed

Legal status of organisation: Charitable Trust

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	Richard Fairbrass, chair	
Secondary contact:	Joanne Howard, secretary/treasurer	

### Why was your organisation set up (what are your organisation's main objectives)?

To establish and operate a shed with equipment and resources so public can share knowledge and skills applicable to practical projects. To improve psychological well being of people through participation.

**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.

General expenses to keep membership affordable as most are beneficiaries or retired.  
To support needy individuals and community groups by being able to cover some of their project costs and shed overheads associated with work undertaken by the Menz Shed.  
Reimbursement of BDC rental at \$20 per member - to be put back into repairs and maintenance of building (BDC asset) and purchase of equipment.  
To offset some of our costs, namely power, so our fundraising can be prioritised to equipment for new metalwork/engineering workshop and extended storage space to allow for more materials to be repurposed within community.

The shed needs are identified through surveying new and potential members on the activities and projects they wish to participate in.  
Through projects we are asked to do from the public and organisations (including council). Referrals from health and social workers.  
Affordability identified by members themselves and demographics, e.g. deprivation stats.  
Projects for 2024/25 already identified are supporting Food Security Network -garden beds, KCT - predator traps, furniture restoration, toy repairs, saw blade sharpening, community seats, shed improvements.

**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 members, approx 400 in community

**How long will your project/service run? Start date:** ongoing

**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 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?                  Providing a safe facility for people to participate in practical projects and equipped with appropriate equipment.                  By collaborating and assisting individuals and community groups to support wider community needs. Revitalisation.                  Inclusive membership - men and woman, disabled. No socio-economic barriers to participation.                  Strong community spirit - a happening, innovative place.                  Ensuring the building/extensions meet the future needs of members/community.</p>
	<p>How will you measure this?                  No of members.                  Attendance.                  Projects undertaken and individuals and organisations assisted/collaborated with.                  Health and Safety Records - Any incidents.                  Feedback and positive stories.</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?                  Keep membership and attendance fees as low as possible to encourage participation reduce barriers.                  Assist community and individuals with projects, reducing their costs.                  Recycle and repurpose materials and equipment to reduce costs.                  Utilising the knowledge, skills and experience within membership to increase affordability.                  Donations from community, businesses.</p>
	<p>How will you measure this?                  Building improvements undertaken.                  Equipment meets members and community needs, efficient to run/maintain.                  Purchases and acquisitions.                  End of year report on funding sources and projects undertaken/supported.                  Annual membership review of services provided.</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?                  Providing a place for people to share knowledge and skills.                  Having a facility with safe equipment to enable people to undertake practical projects.                  Supporting community projects - food security network, conservation projects, garden beds. Revitalisation projects.                  Provides opportunities for self-sufficiency.                  People can improve employment skills.</p>
	<p>How will you measure this?                  Community projects supported.                  Individual members outcomes.                  Increase in equipment and materials at shed, increasing product made.</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?                  Support for, and partnership with community groups.                  Fostering a strong community spirit, is nurturing, caring, inclusive.                  It supports lifelong learning.                  Enabling creativity.</p>
	<p>How will you measure this?                  No of partnerships.                  Membership diversity.                  Member feedback.                  Monitoring of shed environment.</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this?                  Recycling and repurposing of equipment and materials.                  Repairing and maintaining equipment and facility.                  Building community resilience through social interactions/support.                  Repairing toys and other items for community.                  Supporting conservation projects e.g. predator traps. Supporting Food security Network.</p>
	<p>How will you measure this?                  Evidence of use of recycled materials.                  No. of Saw blade sharpenings.                  Repairs undertaken.                  Collaborations, joint projects.</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>
<b>BDC rent `</b>	<b>20 x \$20</b>	<b>\$ 400.00</b>
<b>General expenses</b>	contribution towards shed maintenance and power	<b>\$ 2,100.00</b>
Supporting community projects	materials and shed overheads/equipment maintenance costs	<b>\$ 500.00</b>
<b>Total cost:</b>		<b>\$3,000.00</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.

<b>Your contributions</b>	<b>Detail</b>	<b>Amount (\$)</b>
	Refer to 2023 - 2024 Balance Sheet	
	We intend to cover remainder of yearly expenses	
	We also intend to fundraise to extend storage to the shed	
	and to purchase a metal lathe and other equipment.	
	Plus we intend to fundraise to paint the shed.	
<b>Total contribution</b>		<b>\$</b>
<b>Cost less contribution</b>		<b>\$</b>
<b>Amount you are requesting from this Community Grant</b>		<b>\$3,000.00</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

Our current bank balance is only \$1500 - we usually like to keep a reserve of \$2500 to cover expenses and purchase of project materials.  
 Since the end of our financial year ( being July) members seized the opportunity of a storage container and have expended funds on incorporating this into shed complex with covered access and shelving - increasing storage. (Effectively, they have used menz shed fundraising to improve a council/community asset.)  
 Members want to increase equipment in metalwork shop area to broaden what can be undertaken.

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: We would have to raise fees and reduce community support

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?
2023	Community Grant	2,500.00	YES <input type="checkbox"/>

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**Checklist for 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:**

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.

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Name	Signature
Main contact: Richard Fairbrass	Richard Fairbrass
Secondary contact: Joanne Howard	Joanne Howard

**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: Westport Playcentre

Legal status of organisation: part of Playcentre Aotearoa, a charitable trust

### Contact details:

Name	Position in organisation	Daytime phone number
Main contact:	mandy coleman	
Secondary contact:	lillyanne pugh	

### Why was your organisation set up (what are your organisation's main objectives)?

'whanaum tupu ngatahi' - to provide early childhood education and parent/whanau support in the years when parenting can be very stressful. families learning and growing together. it takes a village to raise a child and playcentre was set up to provide community for those with young children, to educate parents/whanau alongside their tamariki

**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 replace our printer. Due to limited funds, the current one we are using is a cheap version. Unfortunately the quality of photos it produces is very poor. We are a licenced early childhood service with the same requirements as daycares and kindergartens and the same funding formulas. Unfortunately this puts us at an immediate disadvantage due to lower funding (less sessions, less children) and the volunteer culture at Playcentre but with all the same requirements including curriculum. Our curriculum for the tamariki relies heavily on the ability to document learning through learning stories and journals, photos and other visual means. Being able to print good quality photos, besides helping us meet the MOE licencing requirements, helps us honour our families and tamariki. On top of this, the administration requirements of licenced Playcentres have increased manifold in recent years and although digital copies and devices are regularly used, there is still a mountain of essential printing that ensures we can meet the licencing requirements.

Westport Playcentre has been through a very lean time and membership was severely impacted by covid restrictions. As funding relies largely on numbers attending, bank balances have been less than ideal. However the future is looking brighter with an increase in rolls but due to bulk funding being back paid, it will take until next year to see any impact of the increases.

**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.

500 or more over a period of several years 5-10.

**How long will your project/service run?** Start date: september 24      Finish date: october 24

**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? Visual wall displays and photos in learning journals will be of good quality and vibrant</p>
	<p>How will you measure this? vibrant wall displays, vibrant learning journals and stories</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? a quality printer will support efficient administration. the current printer is very slow and the one we are considering prints double sided and is fast.</p>
	<p>How will you measure this? the new printer working at speed and quality -administration jobs will take less time to complete</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? Having a quality printer at the centre will support and enhance all the administration tasks necessary to keep the centre fully licensed. Being fully licenced is desirable to ensure that the centre has the financial ability to provide a quality programme and maintain property and building to a high standard</p>
	<p>How will you measure this? Rolls steady or continuing to increase</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? Playcentre, Whanau tupu ngatahi supports life long learning as one of the bases of its philosophy - 'all are teachers/all are learners' and 'parents learning alongside each other'. Having a quality printer will allow whanau to capture, in photographic form, learning experiences that contribute in a significant way to the educational curriculum for the tamariki at Westport Playcentre.</p>
	<p>How will you measure this? Photographic evidence in the centre - children's learning stories/learning journals/wall displays etc - photos will be of a high quality.</p>
<p><b>Environment</b> Our distinctive environment and natural resources are healthy and valued.</p>	<p>How will your project support this? The printer we would like to purchase is an eco-printer that takes refillable ink.</p>
	<p>How will you measure this? Eco-printer is purchased and instead of the environmental waste issue of used ink cartridges we will only have the empty bottles of ink as wasteage.</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 (\$)
\$550	Canon printer	\$ 550.00
<b>Total cost:</b>		<b>\$550.00</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>\$</b>

**If you are holding funds in your accounts, please outline why these cannot be used for this project or use.**

As you will see by our financials, our budget is in deficit. we have a small amount of funds to continue running sessions and maintaining our property.

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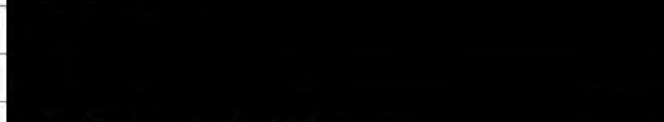
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Name	Signature
Main contact: Mandy Coleman	
Secondary contact: Lillyanne Pugh	

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**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?
2023	roof	3,985.50	YES <input type="checkbox"/>

**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 7**

**Prepared by** Nicola Woodward  
Manger Community Engagement

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

**Attachments**

1. Clean Streams Karamea Completion Report
2. Carters Beach Reserve and Hall Subcommittee Completion Report
3. Inangahua Silver Band Completion Report
4. Karamea Reserve Subcommittee Completion Report
5. Northern Buller Community Society Inc Completion Report

**Public Excluded:** No

**COMMUNITY LED REVITALISATION FUND: ACCOUNTABILITY REPORTS**

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**1. REPORT SUMMARY**

Copies of the following Community-Led Revitalisation Fund accountability reports received are attached.

- Clean Streams Karamea Completion Report
- Carters Beach Reserve and Hall Subcommittee Completion Report
- Inangahua Silver Band Completion Report
- Karamea Reserve Subcommittee Completion Report
- Northern Buller Community Society Inc Completion Report

**2. DRAFT RECOMMENDATION**

**That Council receives the Community-Led Revitalisation Fund Accountability Reports for information.**

## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

**Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.**

**Name of your community group:** Clean Streams Karamea Incorporated

**Name of the project:** Floating Basin Estuary Restoration

**Funding round:** Nov 2022 (month /year)

**Amount received:** \$9500

**When was the project started?** Nov 2022 **When was the project finished?** June 2024

### What were the outcomes of your project and how did it benefit the community?

The project achieved a lot more than it set out too!

In collaboration with the Kōtahitanga mō te Taiao Alliance's Restoring and Protecting Flora project, 7800 native plants have been planted over 2.56ha of land surrounding the Floating Basin estuary. This was in part facilitated by the BDC Harbour Office deciding to retire grazing leases that were out of date and not fulfilling their lease conditions, meaning that paddocks that were full of gorse and other weeds then required weed control and replanting.

Three community planting days were held involving over 100 participants, with Kawatiri Nature Environment and Communities Trust (KNECT) stepping into leadership of the community engagement. A planting was planned with St Canice's School that was cancelled due to ongoing wet spring weather, but the teachers and principal are interested in future opportunities. A youth-led festival was held at the Yacht Club and involved planting in the nearby paddock, and Development West Coast also decided to hold their recent 'Rangatahi Day Out' at the Floating Basin, recognising its huge potential as an outdoor education location, especially for Buller High School, as it is within walking distance.

Comments from attendees to the planting days, and passers-by observing the change, all indicated enthusiasm for the project and gratitude for the community volunteers who help turn 'wastelands' of gorse into beautiful native restoration projects. The Harbour Office staff were also very enthusiastic about the change when they visited the area at the start of 2024.



**How will future management and maintenance of the project happen?**

ATTACHMENT 1

KNECT has now taken on the leadership of the project. They are planning a series of strategy sessions in August 2024, and following that will work with BDC to get a memorandum of understanding to allow the community to continue to restore the area.

Students at the Rangatahi Day Out event remarked that it was 'cool' that this work was happening, they enjoyed planting and were keen for more involvement, and they would like to have a picnic area established among the planting as a hang out space.

The KMTT Flora project has completed a final round of weed control at the start of June 2024, which will tide the plantings over into spring. Many of the plantings are now well established and will survive without maintenance. Newer plantings will be maintained through a combination of KNECT community days, DOC conservation volunteers efforts, and the KMTT Flora project has a small amount of funding left from a Lotteries grant that will allow for some professional follow-up in late spring.

**Is there anything else you wish to tell us about your project?**

The BDC grant helped to kickstart the regeneration of this area. By leveraging that funding, we were able to draw in a lot of investment from outside the district, achieving more than three times our planting targets, and providing multiple opportunities for our young people and awesome volunteers to be involved and form a connection with the area.

I hope that in future BDC continues to see benefit in providing seed funding for the community to revitalize natural areas, as once the community begins to connect with their backyard they foster a level of appreciation and kaitiakitanga that can completely transform neglected spaces into restored ecological gems.

**How was the grant spent?** This information will be supplied and added after receiving the completion report by Council's Communications and Community Services Officer.

ATTACHMENT 1

Please including photos, videos, and any media coverage of the project in this report.  
These can be sent as separate files or shared through dropbox, drive or WeTransfer

If you have any feedback that would help to improve the fund please insert here. Thank you.

I appreciated the leniency in reporting when there was nothing to note, and also the flexibility to use the grant in different ways as the project progressed, which allowed us to achieve a better outcome.

#### Signature

Name	Position	Signature	Date
Main contact: Sacha Healey	Project lead		
Second contact: Sina Tuiavi'i	CSK Manager		

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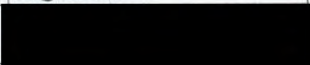
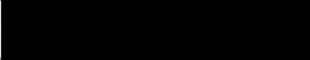
**Please send your completed report to:**  
**Community Services Officer Buller District Council**  
**PO Box 21**  
**Westport 7866**  
or email [grants@bdc.govt.nz](mailto:grants@bdc.govt.nz)

Please including photos, videos, and any media coverage of the project in this report.  
 These can be sent as separate files or shared through dropbox, drive or WeTransfer

If you have any feedback that would help to improve the fund please insert here. Thank you.

I appreciated the leniency in reporting when there was nothing to note, and also the flexibility to use the grant in different ways as the project progressed, which allowed us to achieve a better outcome.

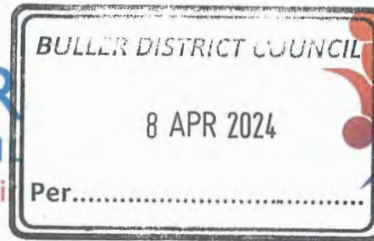
**Signature**

Name	Position	Signature	Date
Main contact: Sacha Healey	Project lead		14/6/24
Second contact: Sina Tuiavi'i	CSK Manager		17/6/24

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## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.

Name of your community group: CARTERS BEACH HALL & RESERVE SUB-COMMITTEE

Name of the project: ACOUSTIC Baffles & KITCHEN IMPROVEMENTS.

Funding round: 23/24. (month/year)

Amount received: \$ 21,681.54

When was the project started? DEC 2023 When was the project finished? MAR 24

What were the outcomes of your project and how did it benefit the community?

Since the installation of acoustic baffles the sound problems which hindered use of the hall have completely disappeared. We are thrilled to have reduced the echo from 3.5secs to 0 secs. We have received extremely positive feedback from hall users both on the tasteful arrangement of baffles and on the noticeable effect. Our recent music evening was a great success. Both musicians and public remarked on the enormous improvement.

The kitchen improvements although smaller in scale have also been appreciated by hall users, and we are very pleased to be able to provide an enhanced kitchen experience.



The baffles are securely attached to the ceiling with both screws and glue. There is very little chance that they will need any kind of maintenance in the future.

The Kitchen by nature of its usage will no doubt experience wear and tear and potential damage. In the event of damage by a user we have a bond in place for hirers, which would be used to remediate this if needed.

Is there anything else you wish to tell us about your project?

We are enormously grateful to have received this help with re-vitalising the hall. The new acoustic environment has improved the hall experience for all its many users. We thank you.



We are also very pleased with the Kitchen upgrades we managed. We look forward to completing these perhaps with help from another grant.

**How was the grant spent?** This information will be supplied and added after receiving the completion report by Council's Communications and Community Services Officer.

If you have any feedback that would help to improve the fund please insert here. Thank you.

Although the situation with G.S.T. was clearly explained to me, it was difficult to manage so as to get the benefit of it. When searching and ordering online for example, I couldn't address bills to B.D.C. and since they came via me, even with Local supplies, I could not find a clear pathway through that. In addition we greatly underestimated the volunteer hours involved.

**Signature**

Name	Position	Signature	Date
Main contact: C. Carroll	Hall Manager		7.7.24
Second contact: S. Barry	CB Reserve Chairperson		7.7.24

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## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.

Name of your community group: Inangahua Silver Band  
 Name of the project: Reefton Band Hall Upgrade  
 Funding round: (month/year) November 2023  
 Amount received: \$11,648.15 + GST  
 When was the project started? Nov 2023 When was the project finished? 28 May 2024

What were the outcomes of your project and how did it benefit the community?

Band Hall improved water lightness and better facilities

How will future management and maintenance of the project happen?

Band Hall custodians are members of Inangahua Silver Band. They meet min monthly on site to practice, plan maintenance and improvements.

Is there anything else you wish to tell us about your project?

We now know more piles will be  
need replacing and more atrium  
windows are rotten. Work currently  
being scoped and costed.

How was the grant spent? This information will be supplied and added after receiving the completion report by Council's Communications and Community Services Officer.

As detailed in invoice

□

Please including photos, videos, and any media coverage of the project in this report. These can be sent as separate files or shared through dropbox, drive or WeTransfer

Sent 27 May  
by email.

If you have any feedback that would help to improve the fund please insert here. Thank you.

Process worked really well.

Mira very helpful.

Thank you.

Signature



Name	Position	Signature	Date
Main contact:			
Second contact:			

Stuart Gray  
Band Member  
016-1000.



## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.

Name of your community group: KARAMEA RESERVE SUB-COMMITTEE

Name of the project: Replacement Hedge

Funding round: 08/23 (month/year)

Amount received: \$2830-66 + GST

When was the project started? 22/6/24 When was the project finished? 17/07/24

What were the outcomes of your project and how did it benefit the community?

- A new hedge has been planted of *Grosselinia* (native shrubs)
- Shelter cloth erected on the West Side to protect young plants in their early growth
- To do above, the old hedge was completely removed and the site excavated and leveled.

How will future management and maintenance of the project happen?

- The future management of the hedge will be included in the ongoing monthly grounds maintenance schedule of all the gardens and plantings on the Kamea Reserve

Is there anything else you wish to tell us about your project?



How was the grant spent? Please provide a breakdown of how the received funding was spent. Please include only GST, excluding costs, in your expense outline that were covered by the funding.

Expense item	Description	Cost excl GST (\$NZ)
Excavation by E.T. Resources Ltd	Remove Boundary Hedge, replace fence and clear grounds	2,195 - 00
Clean Streams Karamea	Rebag plants received from Westbank Nurseries & grow on for Summer	450 - 50
Westbank Nurseries	Plants	585 - 00
Total expenses		\$ 3,230 - 50
Revitalisation Funding received		\$ 2,830 - 66
Deficit/Surplus		\$ 399 - 84

If you have any feedback that would help to improve the fund please insert here. Thank you.

## Signature

Name	Position	Date
Main contact:	Secretary	6/8/24
Second contact:	Treasurer	6/8/24

**Please including photos, videos, and any media coverage of the project in this report.  
These can be sent as separate files or shared through dropbox, drive or WeTransfer**

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## COMMUNITY LED REVITALISATION FUND PROJECT COMPLETION REPORT

Congratulations for completing your revitalisation project in the Buller District.  
Please fill out the completion report which needs to be submitted two-months after the project is finished.

Name of your community group: Northern Buller Communities Society Incorporated

Name of the project: Granity Pagoda – VRF0054

Funding round: November 2023 (month /year)

Amount received: \$1394

When was the project started? 31<sup>st</sup> January 2024 When was the project finished? March 17<sup>th</sup>, 2024

### What were the outcomes of your project and how did it benefit the community?

The Society executive committee and its subcommittee members got a great deal of pleasure from seeing this project come to fruition. The Pagoda roof had been looking a bit sad for some years, but it is now once again a showpiece in the lovely corner garden in Granity. Bindi & Mike who take primary responsibility for this area, have done a wonderful job bringing the corner garden back from a few years of neglect and it is something that is now often commented on in a positive light by visitors and locals alike. In addition to the reroofing which a local builder provided for free, we included spouting on the pagoda and a 1000L water tank which was donated to the project by BT Mining. This tank was put in with help from Shane - a new local contractor who was happy to prepare a site for the tank for free. Sutherland Tyres donated a large tyre for the tank to sit on and other volunteers put the tank in as the final touches to this project. Now the garden can be watered without a hose having to be brought across the road from a neighbouring house.

### How will future management and maintenance of the project happen?

The Northern Buller Communities Society and its beautification subcommittee will continue to manage and maintain this site.

**Is there anything else you wish to tell us about your project?**

Our beautification work in the district is important to community wellbeing and keeps the area looking loved and welcoming for all who live here and pass through. The pagoda in the corner garden has been a part of the landscape in Granity for many years. It's a lovely place to stop and enjoy the work that our volunteers are putting into the area.

**How was the grant spent?** This information will be supplied and added after receiving the completion report by Council's Communications and Community Services Officer.

Activity	Budgeted	Actual spent	Comments
Roofing Iron	\$993.44	\$921.58	Combined with another order to reduce freight cost
Roofing Materials	\$420.71	\$372.13	Negotiated discount with Supplier
Paint	\$129.01	\$100.29	Supplier surplus reduced price.

Two articles were included in our local community newsletter – one in March and one in April. (photos sent separately)

**Granity Corner Garden Pagoda**

The Northern Buller Communities Society recently completed reroofing of the pagoda in its Corner Garden in Granity. Beautification Subcommittee member Bindi Taylor said the new roof looks really good and after a paint job and some further minor work, this cute little local garden feature will last for many more years. Now that it has a new roof, gutting and a down pipe, the Society will install a recently donated water tank, and ensure the corner garden plants are well watered over the summer months without placing pressure on the community supply. Thanks to BDC (Community-Led Revitalisation), builder Paul Wallace, and BT Mining for their support of this beautification project.



**WATER TANK INSTALLED**

A water tank to help with maintenance of the corner garden has now gone in behind the pagoda. Thanks to Bart Gillman, Shane (Back Rd Contracting), BT Mining & Bindi and Mike for helping to complete this beautification project.



Please including photos, videos, and any media coverage of the project in this report. These can be sent as separate files or shared through dropbox, drive or WeTransfer

If you have any feedback that would help to improve the fund, please insert here. Thank you.

**Signatures:**

Name	Position	Date
Main contact: Jackie Mathers	Secretary/Treasurer	22/3/24
Second contact: Kath Rose	Chair	26-03-24

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**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER**

**AGENDA ITEM: 8**

**Prepared by** Nicola Woodward  
Manager Community Engagement

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

**Attachments**

1. Clean Streams Karamea Incorporated
2. Inanaghua A&P Show
3. Kaitiaki Mokihinui Charitable Trust
4. Karamea War Memorial Library
5. Kawatiri Nature Environment & Communities Trust
6. Reefton Historic Trust Board
7. Torea Gallery and Studios Inc
8. Westport MENZ Shed
9. Westport Playcentre
10. NZ Council of Victim Support Groups
11. Potikohua Trust

**Public Excluded:** No

**COMMUNITY GRANTS: ACCOUNTABILITY REPORT**

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**1. REPORT SUMMARY**

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

- Clean Streams Karamea Incorporated
- Inanaghua A&P Show
- Kaitiaki Mokihinui Charitable Trust
- Karamea War Memorial Library
- Kawatiri Nature Environment & Communities Trust
- Reefton Historic Trust Board
- Torea Gallery and Studios Inc
- Westport MENZ Shed
- Westport Playcentre
- NZ Council of Victim Support Groups
- Potikohua Trust



**2. DRAFT RECOMMENDATION**

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



## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Clean Streams Karamea Incorporated

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: Dec-21 (month /year)

Amount received: \$ 1,000.00

Name	Position	Signature	Date
Main contact:	Nursery manager	Sina Tuiavi'i	16-Feb-23
Second contact:	Project manager (has left CSK)	Sacha Healey	

- 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).

<u>Community Celebration day (sausage sizzle, lolly scramble,fruit)</u>	<u>\$ 198.76</u>
<u>School liason/lessons/planting</u>	<u>\$ 462.24</u>
<u>plants planted at a community celebration/planting day</u>	<u>\$ 259.00</u>
<u>School planting day (cake from Vinnies cafe)</u>	<u>\$ 80.00</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<b>Total:</b>	<b><u>\$ 1,000.00</u></b>

Amount unspent: \$ 0.00



**How did this grant benefit your organisation?**

This grant allowed us to complete the Oparara Estuary Planting : Phase 1

Clean Streams Karamea (CSK) are engaged in the Oparara Source to Sea Estuary Restoration project which is in collaboration with Karamea Area School (KAS) Kotahitanga mo te Taiiao Alliance' Restoring and Protecting Flora project (KMTT), Kawatiri Homeschoolers, the Karamea Community and local DOC staff.

With co-funding from the Lotteries Environment and heritage fund, Trees that Count and Sargood Bequest we were able to complete Phase 1 Planting of 5000 native trees and implement invasive weed control as well as engage with our local school and the greater community.

**How did this grant benefit the community?**

Karamea Area School yr 7 & 8 Students met every Friday afternoon of term 3 with a CSK staff member at the Oparara reserve to identify native plants, (Botanic, Common and Maori names) and worked together planting trees and measuring out planted areas. These were plants that the students had potted up at the nursery earlier in the year.

We held a community celebration and planting day on 14th December 2022, The entire Karamea Area School attended and planted 292 plants, 35 of these were paid for with this fund. Parents, teachers and many of the community came to join in the planting and festivities. DOC staff and Volunteers came out from Westport also and DOC staff helped to facilitate some fun activities for the Kids. Everyone enjoyed a sausage sizzle and lolly scramble to mark the end of an excellent planting season (5000 plants planted in the Oparara reserve that season) and the beginning of the holidays.

**How many people did benefit from this grant?**

250 Mostly Karamea area School students, the Kawatiri Homeschool group and community members

**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.

We have had great feedback from local dog walkers and people who regularly use the area as a retreat and recharge.

The Oparara reserve basically served as an outdoor classroom every Friday for all of Term 3 for KAS yr 7 and 8 students.

**Social** We were very impressed with the number of community members that attended the Celebration/Planting day, even seeing some folk travel from Westport to join in.

Social media posts about planting days at the reserve have had more engagement than previous posts

The Oparara reserve is a valuable asset and the more work we as a community do to enhance it from the Source to the Sea the more value it holds as a recreational area that is fully accessible to all.

**Affordability** It is close to the township, and free for all to use as a meeting place, classroom, quiet retreat or even to scoop up a feed of whitebait (in season)

Prosperity	<p>Through the Oparara Estuary restoration project CSK have been able to create employment in the growing 'environmental sustainability' industry, in September 2022 we employed 2 more staff members bringing the nursery/planting staff numbers to three with one nursery manager, as well as casual planters over the planting season. This is allowing locals not only employment opportunities which is limited in Karamea but also on site training, and growing confidence in this area.</p> <p>With the completion of Phase 1 it has allowed us to move into Phase 2 which will include riparian buffers on farmland in the catchment area of the Oparara estuary. This will not only benefit the farms in the catchment area but will serve as a showcase for riparian plantings for other farmers and landowners in the district.</p>
Culture	<p>We are doing this mahi at the Oparara reserve to protect and preserve our special place, it is under pressure from Storm surge, erosion and run off</p> <p>There is a huge amount of community support for the Oparara Reserve, with a revolving cast of leaders who champion conservation and restoration work at the estuary, including local DOC staff. Community volunteers have been involved in various projects to enhance the area, in particular since the inception of the Oparara Source to Sea Sanctuary project in 2014 (activities include rock walls to protect from storm surges, an information board, tree planting and a gazebo and large picnic table for the community to gather together here). These passionate volunteers will continue to step in where needed to keep building on the gains we make together with this project.</p>
Environment	<p>Phase 1 of this project saw us plant 5000 colonising trees and flaxes.</p> <p>As we replace invasive weed species with appropriate eco-sourced native plants around the edge of the estuary, and stop it being sprayed, we increase habitat for lizards (skinks, geckos), wading and migratory birds (including threatened species kotuku, Australasian bittern, white-fronted tern, South Island fernbird), aquatic species including inanga, as well as protect the estuary from run-off from the adjacent farmland, and from erosion from storm surges.</p>

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**COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT**

Name of organisation: Inangahua A & P & Sports Association

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-23 (month /year)

Amount received: \$ 1,950.00

Name	Position		Date
Main contact:	Deb McCarthy		13/8/24
Second contact:	Kay Williams		13/8/2024

- 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).

Reefton Sports Park - Grounds Hire for A & P Show	\$ 1,950.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total:</b>	<b>\$ 1,950.00</b>

Amount unspent: \$ 0.00



<p><b>How did this grant benefit your organisation?</b>          It provided funds for the Inangahua A &amp; P Assn to hire the Reefton Sports Park, the only facility in Reefton large enough to host the annual show. By receiving this grant for ground here, other funds in the 2023 show budget were released to provide free family entertainment to our community on Show Day.</p>
<p><b>How did this grant benefit the community?</b>          By hosting the annual A &amp; P Show. It benefits our local and wider community by showcasing the diversity of business, exhibitors, skills, sports and community groups. The grant allows the association to provide more entertainment and family activities within the show to our community.</p>
<p><b>How many people did benefit from this grant?</b>          Approximately 1000 people who volunteer, compete, exhibit and attend the annual show.</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>Allows the Association to hold an A &amp; P show at Reeftons largest event facility.</p> <p>Shows are family friendly and we aim to provide a diverse range of low cost/free activities for the community to enjoy on entry to the show. A family magic show, horse drawn cart rides and children's activity site were all free to attend within the show.</p> <p><b>Social</b> Provides a focus and supports the recreational opportunities available within the Reefton Sports Park complex ensuring its full potential as an event venue not just a racecourse is seen and valued by the community.</p> <p>Feedback is given to the Reefton Sports Park that enables and supports improvements ensuring the facility continues to be fit-for-purpose for multiple users.</p>
<p>N/A</p> <p><b>Affordability</b></p>

Prosperity	<p>The A &amp; P show offers an opportunity for businesses, both large and small, to advertise and showcase their contribution to our economy. Businesses who support the A &amp; P show from attending, advertising or sponsoring events come from a wide spectrum including mining, the rural and housing sectors, hospitality, retail and the Arts.</p>
Culture	<p>The Inangahua A &amp; P show offers community groups a place to fundraise and showcase their organisation. Reefton Search and Rescue, St John, FENZ all had a large presence using the show to educate and discuss volunteer recruitment.</p> <p>Smaller local groups undertook fundraising opportunities while offering an education into the part they play in the Reefton community. Exhibitors both young and old showcased their skills in photography, crafts, horticulture, art and culinary sections.</p> <p>Local musicians had the opportunity to perform on stage throughout the day.</p> <p>Traditional A &amp; P show sporting sections of equestrian, shearing and woodchopping all attracted a strong crowd. Sam Win, Shearing Sports co-ordinator and Inangahua A &amp; P life member, was presented the Royal Agricultural Society Centennial Medal in recognition of his 33 years of volunteer dedication to Shearing Sports at the A &amp; P Show.</p>
Environment	N/A

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Kaitiaki Mokihinui Charitable 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: \$ 800.00

Name	Position		Date
Main contact:	Frida Inta, trustee		11-Aug-24
Second contact:	Anna Hollings, trustee		12-Aug-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.
- 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).

Grass-cutting	\$ 195.00
Paid labour	\$ 82.90
Tools - replacing, upgrading	\$ 85.45
Materials - for maintenance work	\$ 23.03
Sundries, including 2023 cost overrun of \$65.35	\$ 183.10
Culvert	\$ 160.00
Trailer rim-strengthening	\$ 101.31
<b>Total:</b>	<b>\$ 830.88</b>

Amount unspent: \$ -96.23



<p><b>How did this grant benefit your organisation?</b></p> <p>When we apply for funding for particular projects we often have a shortfall, and our BDC Grant is invaluable in closing those financial gaps. Our trailer is quite flimsy and has required quite a bit of upgrade to make it functional for walkway work. Our BDC grant really is the basis of ensuring the Chasm Creek walkway remains open and viable.</p>
<p><b>How did this grant benefit the community?</b></p> <p>Keeping the walkway open is of benefit to the local and wider community by providing a beautiful, easily-accessible walkway that also has valuable railway history. The walkway is also good for local business.</p>
<p><b>How many people did benefit from this grant?</b></p> <p>Since the walkway is open to the public it is the public that benefits. We estimate that there are at least 1500 people that enjoy walking the walkway, then there are local businesses that benefit from added value for customers. Nature also benefits through the increase in reinstated canopy cover and control of vermin and weeds along the walkway.</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>Both tally nicely. We depend on the BDC grant to keep the walkway open, and what we request on an annual basis allows us to keep the walkway open, tidy and enhanced. BDC is one of a number of funders we depend on and our grant from BDC is an essential underpinning for the walkway.</p> <p><b>Social</b> The walkway is an important part of social cohesion in Seddonville because the community takes pride in it. To not have it would be an unfathomable loss. Too many small towns are far too focused on farming, with much public land therein subsumed into the farms and fenced off, alienating people from the land we all own, so this is another reason this easily-accessed walkway is important, as it ensures public access to our public land untainted by plough.</p>
<p><b>Affordability</b> We have requested \$800.00 per annum for the last couple of years, but we keep getting cost overruns, this year, an accumulated overrun of almost \$100, and last year \$65.35. If, for a 3rd year (this coming year) we still get an overrun we will need to apply for extra money. We would apply this year for an extra \$100 but we have already set up our application for this coming year.</p>

Prosperity	<p>The walkway is good for local businesses, especially the Seddonville Hotel, where people like to combine the walk with refreshments at the hotel.</p> <p>The walkway is another attraction for people staying at visitor accommodations in Seddonville, Gentle Annie and Mokihinui.</p> <p>Now that our new swingbridge is substantially complete it is bringing more visitors to the area. We could not have got our new swingbridge if not for our basic BDC Grant which allows us to keep the walkway open.</p> <p>Prosperity can be measured by leisure, and our walkway is appreciated by those who want to stroll, think, and relax, as well as seeing it in terms of keeping fit.</p> <p>Prosperity can also be measured by those who take an active interest in nature, and our walkway abounds in natural beauty.</p>
Culture	<p>Nature walks have been an important facet of West Coast and New Zealand culture in general.</p> <p>The walkway and environs is steeped in mining history, and an information board at the entrance to the walkway collates a fair part of that history.</p> <p>We intend to get another information board collating local Maori history</p>
Environment	<p>The Chasm Creek walkway is a very important environment. It protects a remnant riparian forest along the lower Mokihinui River, which volunteers are enhancing with Chasm-endemic-sourced plants. It is virtually an extension of the Radcliffe Ridge Ecological Area, protected for the Powelliphanta johnstonii snails, also found in the Chasm area.</p> <p>The walkway tunnel harbours glowworms, which are an absolute delight for children, many of whom seeing the glowworms along the banks of the walkway and in the tunnel is their first experience of glowworms.</p>

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**COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT**

Name of organisation: KARAMEA WAR MEMORIAL LIBRARY

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: August 2021 (month/year)

Amount received: \$1,227-88

Name	Position	Date
Main contact:	<i>Chair</i> <i>Treasurer</i>	<i>19/8/24</i>
Second contact:	<i>Secretary</i>	<i>19/8/24</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.
- 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).

<u>Annual Insurance</u>	<u>\$ 1,227-88</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>
<u> </u>	<u>\$</u>
<b>Total:</b>	<b><u>\$ 1,227-88</u></b>

Amount unspent: \$ 0



How did this grant benefit your organisation?

The grant paid for the annual insurance which has a general liability and renewal of Material Damage which is necessary for continuing our operation.

How did this grant benefit the community?

The payment of the insurance allowed us to use our other funds for all the other operational costs involved in running/maintaining our service to a high standard

How many people did benefit from this grant?

In that year there were approximately 50 household subscriptions - approximately 152 people.

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

- We continue to provide a quality service with a wide diversity of content.
- ~~Subscription numbers~~ The library is open 3 days per week and is staffed 100% voluntarily
- Subscription numbers are increasing and a new writing club, associated with the library has started.

Affordability

- Subscriptions remain at \$20 per annum
- The library building has been completely ~~restored~~ restored at no extra cost to members.

Prosperity	The library allows people in Karamea to access good reading material without the ever increasing cost of travel outside the ward to do same.
Culture	<ul style="list-style-type: none"> <li>- Requests from community members for specialist subjects has been addressed where possible.</li> <li>- Content diversity increased.</li> <li>- Collaboration with Buller library for Xmas children's programme trialed at extra effort (voluntary) of our librarians.</li> </ul>
Environment	- Any recent local publications are always added to our collection.

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### COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Kawatiri Nature Environment & Communities 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-23 (month /year)

Amount received: \$ 3,387.68

Name	Position	Signature	Date
Main contact:	Di Rossiter	Di Rossiter	23-Aug-24
Second contact:	Glenn Irving	Glenn Irving	23-Aug-20

- 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).**

<u>To support the delivery of Stage 2 of the Local Food Economy Project</u>	<u>\$ 3,387.68</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<u>_____</u>	<u>\$ _____</u>
<b>Total:</b>	<b><u>\$ 3,387.68</u></b>

Amount unspent: \$0.00



<p><b>How did this grant benefit your organisation?</b>          This grant enabled KNECT to deliver Stages 1 and 2 of the Local Food Economy project. Co-funding provided by the BDC meant that we could undertake more meaningful engagement with local food producers to understand current barriers to a more resilient and viable local food system.</p>
<p><b>How did this grant benefit the community?</b>          Stage 2 of the project has now been delivered which has increased the knowledge and understanding regarding the district's food shed and food system. It has helped us understand the barriers to local food production and helped us developed draft strategies for supporting the production of more local food.</p>
<p><b>How many people did benefit from this grant?</b>          This project is still in progress. Over 235 people across the district have been involved in the project to date.</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 style="text-align: center;">As this project is still underway, we are not in a position to make a final assessment.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Social</b></p>
<p style="text-align: center;">As this project is still underway, we are not in a position to make a final assessment.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Affordability</b></p>

<b>Prosperity</b>	As this project is still underway, we are not in a position to make a final assessment.
<b>Culture</b>	As this project is still underway, we are not in a position to make a final assessment.
<b>Environment</b>	As this project is still underway, we are not in a position to make a final assessment.

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## COMMUNITY GRANTS ACCOUNTABILITY STATEMENT

Name of organisation: Reefton Historic Trust Board

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

**Funding round: Sept 2020\_(month /year)**

**Amount received: 3 2 5 0 . 0 0**

Name	Position	Signature	Date
Main contact:	Ronnie Buckman	[Ronnie Buckman]	30 Aug 2024
Second contact:	Nigel O'Malley	[Nigel O'Malley]	30 Aug 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 6 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).**

<u>Greg Topp Electrical – purchase of heat pump</u>	<u>\$</u>
<u>Grant received 9 October 2020, spent 7 December 2020</u>	<u>\$</u>
<u>As per attached MYOB printouts showing \$3250.00 coming on/going out</u>	<u>\$</u>
<u>Sorry, form not allowing me to put the \$\$ into the \$\$ column?</u>	<u>\$</u>
<u>_____</u>	<u>\$</u>
<u>_____</u>	<u>\$</u>
<u>_____</u>	<u>\$</u>
<b>Total:</b>	<u>\$</u>

**Amount unspent:** \$0.00

**How did this grant benefit your organisation?**

If I recall correctly(!)

This grant allowed our organization to move from an AirBNB operation for our Reefton precinct railway house following the initial covid lockdowns to a rental situation.

To do this we needed to change from stand alone heaters within the house to a permanent fixture to ensure we were able to rent it vs the short term/nightly accommodation.

Installation of the heat pump ensure we could move into the tenancy situation, find a tenant, and resume a much needed revenue stream from the house

**How did this grant benefit the community?**

Our community benefitted in the sense that our organization continued to exist as by placing a Tenant in the house meant we were able to pay our monthly mortgage – without this as an option we would not have lasted much longer with no income from house and our mortgage would have been in default.

**How many people did benefit from this grant?**

Directly, whatever the committee and membership was at the time – say 20 people?

And on a wider sphere the Reefton community continued to have an organization who

Managed three historic places/areas within the town and were a voice for the retention of the town’s heritage, both built and cultural.

**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

Helping the RHTB move the railway house from an AirBnB to a tenanted situation played a large part in retaining the organization of the RHTB during the covid times. By doing so it helped secure the railway precinct the Trust Board owns, the Oddfellows Hall and the Reefton Courthouse leased from council – three important heritage buildings/areas within the town, that we still now retain for the Reefton community and generations to come.

Affordability

Again by assisting the Trust Board to be sustainable at this time, it allows and assists a community group to continue to operate and retain/maintain heritage aspects of our community which will become further self sustaining into the future.

**Prosperity**

Again, the Council providing support in this instance helps the railway house and the Trust Boards other assets into the future be part of the communities infrastructure in taking the town forward, at the same time preserving and valuing our heritage.

**Culture**

Supporting and effectively partnering this community group helps a group set up 50 years ago specifically to retain our heritage, culture, be an advocate for it, and to encourage and promote others to do the same

**Environment**

The buildings and railway precinct area owned/leased by the Trust Board are a part of the environment of the town of Reefton and surrounding area. It and the other organisations with a focus and/or interest in our heritage and who maintain the various buildings dating back to the late 1800s all contribute to the particular built and natural environment of the town and our community.

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Torea Gallery and Studios Inc

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-23 (month /year)

Amount received: \$ 946.47

Name	Position		Date
Main contact:	secretary		16-Jun-24
Second contact:	co-chairperson		16-Jun-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.
- 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).

lighting replacement in exhibition room and ex-foyer showroom	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total:</b>	<b>\$ 946.47</b>

Amount unspent: \$0.00

**How did this grant benefit your organisation?**

Both rooms are now really well lit and products are well displayed due to the lighting.

**How did this grant benefit the community?**

All members of the gallery have benefitted from this grant as their products can now be seen and this has really enhanced the display and also the overall air of professionalism of the Gallery. The exhibition room which is open to all community members who wish to display their art/craft has become a very attractive and popular space. Our exhibition room is in fact booked up now for almost a year!

**How many people did benefit from this grant?**

3000

**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 noted above our exhibition room is booked up for almost 12 months, indicating the popularity of this space.  
customers and members have commented positively on the new lighting.

Social

Affordability

Exhibition rates, commissions and membership fees are affordable - commissions have not changed. There has been a small increase in annual membership fees to help ensure that the Gallery is a viable ongoing concern. It is also still free to hold an exhibition in our exhibition room.

<b>Prosperity</b>	Our membership currently is increasing. We have had 3 new members this year with another 2 applying to join at our June meeting.
<b>Culture</b>	Photos of our exhibitions and other crafts are regularly posted on facebook. Often our community/members' exhibitions have titles in te reo Maori. We have also had several articles in the westport news
<b>Environment</b>	as above The committee recommended that a recent new members cards continue to reflect local scenes and the environment - these were the ones accepted for sale at the Gallery

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Westport Menz Shed

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: Sep-24 (month /year)

Amount received: \$ 2,500.00

Name	Position	Signature	Date
Main contact:	Richard Fairbrass		
Second contact:	Joanne Howard		

- 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).

BDC rental	\$ 320.00
power (7 months Jan - Jul 24)	\$ 1,175.44
maintainence and project expenses (Jan-Jun24)	\$ 1,765.12
	\$
Attached 23/24 reviewed annual accounts	\$
	\$
	\$
<b>Total:</b>	<b>\$ 3,260.56</b>

Amount unspent: \$0.00

**How did this grant benefit your organisation?**

Kept membership affordable, reduced barriers to participation.  
 Reimbursement of rental meant money was put back into purchase of equipment and building upgrades and additions.  
 Offsetting costs meant fundraising could be targeted on the building and equipment.  
 Increased goodwill of members - more willing to undertake community projects.  
 Fundraising was able to be spent on equipping the new metal work shed and putting finishing touches to shed.

**How did this grant benefit the community?**

Supported needy individuals and community groups by being able to cover some of the project costs and the shed overheads associated (power and machinery maintenance).  
 Supported community well-being through supporting people (restoration and repairs of furniture/small jobs/garden beds).  
 Supporting community groups - Kawatiri Coastal Trail, picnic tables; Westport Kindergartenn, bench top.

**How many people did benefit from this grant?**

Approx 20 members.  
 Approx 1000 in community.

**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.

Provided a safe facility for people to participate in practical project and equipped with appropriate equipment  
 By collaborating and assisting individuals and community groups to support wider community needs.  
 Inclusive membership - men, women, disabled. No socio-economic barriers to participation.  
 Strong community spirit - a happening, innovative place.  
 Huge number of projects undertaken/supported - including finishing touches to new shed build.  
 Stories from members and public of the support shed has provided, especially meeting social and mental needs.  
 Referrals from social agencies.

Social

Membership and attendance fees were kept low and some waived to reduce barriers to participation.  
 Assistance given to community and individuals keeping their costs down.  
 Recycling and re-purposing of materials and equipment reduced costs.  
 Utilising the knowledge, skills and experience within membership increased affordability.  
 Collaboration with other groups/organisations increased affordability for all.

Affordability



<b>Prosperity</b>	<p>Provided a space for people to share knowledge and skills.          Provided a facility with safe equipment to enable people to undertake practical projects.          Supported community projects - food security network, revitalization projects, amenities, cycle trails.          Provided opportunities for self-sufficiency.          People improved employment skills.          Upgrading and equipping a community facility.</p>
<b>Culture</b>	<p>Lots of partnerships with other community groups.          Fostered a strong community spirit. Was nurturing, caring, inclusive.          Supported lifetime learning.          Enabled creativity.          Shed has been a buzz of activity, with lively conversation.          The members willingly gave their time to supporting other members, shed and community.</p>
<b>Environment</b>	<p>Astounding job of recycling and re-purposing of equipment and materials - especially with new build. Also with furniture restoration.          Repaired and maintained the equipment and facility.          Assisted in building community resilience through social interactions and support given.          Repaired items for community.          Saw blade sharpening service provided.          Predator traps and garden beds constructed.</p>

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**COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT**

Name of organisation: Westport Playcentre

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: Feb-23 (month /year)

Amount received: ~~\$ 4134.25~~ \$ 3985.50

Name	Position		Date
Main contact:	mandy coleman		31-Jul-24
Second contact:	lillyanne pugh		31-Jul-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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- 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).

roof replacement	<del>\$ 4134.25</del> \$ 3985.50
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total:</b>	<del>\$ 4134.25</del> <u>\$ 3985.50</u>

Amount unspent: \$ 0.00

**How did this grant benefit your organisation?**

the building is now future proofed with the roof replaced. there are no resulting health and safety issues for tamariki and whānau from roof leaks

**How did this grant benefit the community?**

Westport Playcentre provides a unique early childhood experience for tamariki + whānau in the Buller ie Whānau tupu Ngātahi - families learning + growing together. Replacement of the roof has meant that Westport Playcentre can continue to offer this unique support + educational experience in a leak-free, well appointed building.

**How many people did benefit from this grant?**

Currently there are 15 families @ Westport PIC. The benefit of the new roof will continue for @ least 10 years so we could expect that @ least 200 families to benefit ~ 500 people.

**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**

Building is now leak proof  
+ there is no mould or rotting timbers.  
It is a safe + inclusive place for all & no families will be put off attending by noticing a leaking roof.

**Affordability**

Damage has been minimised by the replaced roof.  
(to the structure + integrity of the building)

Prosperity	W. DC continues to provide a viable ECE service + employment to the cleaners + session facilitator.
Culture	w DC continues to provide a service that supports ako - all are teachers all are learners a is inclusive to all families, whānau /teina, ki. of diverse origins + cultures.
Environment	The replaced roof is made of sustainable materials and blends into the 'roof environment' in Westport.

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## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: NZ Council of Victim Support Groups

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: \$ 2,000.00

Name	Position		Date
Main contact:	Denise Graham		3-Sep-24
Second contact:	Kathy Luke		3-Sep-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.
- 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).

Travel	\$ 122.38
Mileage Staff	\$ 12.43
Mileage Volunteer	\$ 81.88
Misc Staff Expenses	\$ 112.20
Office Costs	\$ 3.81
Salaries - West Coast Team Leader	\$ 1,616.12
Wellbeing	\$ 51.18
<b>Total:</b>	<b>\$ 2,000.00</b>

Amount unspent: \$ 0.00



**How did this grant benefit your organisation?**

In the past 12 months we were able to respond to the needs of over 300 people in the West Coast region, and we can be confident that they were all well supported during their time of need. Some of these incidents included aggravated robbery, family harm, fatal motor vehicle crashes, fire, fraud, home invasion, homicide, rape and sexual attacks, sudden deaths, workplace accidents, and suicides. Being a victim of a crime or traumatic event has a much wider negative social impact on the community than just that of the victim. We estimate that for every victim we support up to ten other people are also affected: whānau, friends, work colleagues and employers.

**How did this grant benefit the community?**

Our timely, personalised support and intervention helped victims to keep contributing to their community in their paid and voluntary work, kept whānau together and reduced the ongoing economic and social costs of mental health issues like post-traumatic stress disorder. The whole community benefited because of our local support networks who care and are generous in volunteering their time.

**How many people did benefit from this grant?**

330

**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

Key findings from our independent consumer evaluation survey 2023/2024 showed that 92% said Victim Support was helpful or very helpful. 93% experienced at least one of these positive outcomes: feeling listened to, supported, more informed, better able to make decisions, better able to cope and less stressed. 42% said they likely would have dropped out of the criminal justice process if it weren't for Victim Support.

Affordability

Our support was free and available 24/7 even if a crime was not reported to the Police.

<b>Prosperity</b>	We have retained all our staff and have launched our volunteer recruitment campaign of which we now have 7 new volunteer applicants.
<b>Culture</b>	All staff and volunteers have now completed Te Tiriti Training.
<b>Environment</b>	We have started work on our sustainability policy.

*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)



## COMMUNITY GRANTS FUND ACCOUNTABILITY STATEMENT

Name of organisation: Potikohua 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: Dec-23 (month /year)

Amount received: \$ 5,000.00

Name	Position		Date
Main contact:	Sharlene Terry		8-Mar-24
Second contact:	Joanne Howard		29-Apr-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.
- 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).

	\$
Employsure - HR	\$ 4,347.83
Kainga Ora - house rental	\$ 556.52
MYOB - accounting package fees	\$ 151.00
	\$
	\$
	\$
<b>Total:</b>	<b>\$ 5,055.35</b>

Amount unspent: \$0.00

**How did this grant benefit your organisation?**

The Trust has been working with another community provider to take over the community house and enhance the services to the community. The grant has enable us to cover expenses meaning that we can gift our assets to the new provider. These would have realised little income if we had to sell whereas they have tremendous benefit to the new provider and community. It has meant that we have been able to continue the community gardening programme whilst the new rental is being finalised.

It has enabled us to finance our final account payments.

Note that any funds remaining with the Trust will be gifted to the new entity running the Community House and to the Community garden thus even though Potikohua Trust will wind down, benefits remain in the community.

**How did this grant benefit the community?**

Ensuring the programmes and services the house provided will continue under new provider.

During 2023 house users were able to interact and be involved in a variety of classes and community projects while in the care and safety of staff members.

They also had advice and advocacy when dealing with other agencies that they found intimidating or didn't understand.

Community groups had free use of a safe space to visit and meet up.

People picking up incontinence products had the privacy that was not available when going to the medical centre, they also had support and someone to talk to if they wished. Especially for those who were isolated due to these conditions.

Community garden continues to support food security, meet social needs, education, waste management.

**How many people did benefit from this grant?**

We have been able to make a difference is so many peoples lives. Average monthly figures were

Counselling sessions - 170 Counsellors bookings - 48 Health and therapy sessions - 25 Other Agency Rentals - 9  
 Other Community group bookings - 5 Visitors for Adult Education - 75 Visitors for weekly Lunch - 25  
 General Visitors - 30 Other Support 1:1 - 65 Volunteers hours - 90 Incontinence Product Support - 40  
 Women's clinic - 10

**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

Providing a safe, non judgemental environment.

Promoting a healthy living for quality lives.

Community garden is available to all. Providing food security. Social interaction and support.

Education.

Affordability

With funding we were able to continue offering free services to the community. Providing garden produce and seedlings to community.

<b>Prosperity</b>	<p>Running sustainable living programs. Supporting resilience of individuals and community. Collaboration with other agencies and services to best meet communities needs in the most effective and efficient way (thus decision to transition community house to a better resourced and staffed provider who will retain existing services and provide many more). Ongoing input of supportive volunteers.</p>
<b>Culture</b>	<p>Aligning with a new provider that maintains/enhances cultural values: multicultural, intergenerational. Holistic approach. Valuing community participation and personal growth. Building self esteem and social interactions. Awareness of the wider societal context of the needs of people.</p>
<b>Environment</b>	<p>Sharing knowledge of our environment and self sustainable lifestyles through projects and workshop. Running a community garden showcasing sustainable practices and wastemanagement/recycling. Running composting classes.</p>

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**Please send your completed accountability statement to:**

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**PO Box 21**

**Westport 7866**

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



**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 9**

**Prepared by** John Salmond  
Senior Project Lead

**Reviewed by** Simon Pickford  
Chief Executive Officer

**Public Excluded:** No

**GENERAL RATES DIFFERENTIALS AND WATER RATING REVIEW**

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**1. REPORT SUMMARY**

This report's purpose is to outline the outcome from the Deliberations process on 12 June 2024 for the Enhanced annual plan, specifically around the following areas:

5. Review the proposed rating system for water and wastewater services to be included in the Long Term Plan 2025-2034, and in doing so will consider the following:
- a) The principles of the Government's Local Water done well policy/legislation.
  - b) The proposal for water and wastewater rating included in the draft 2024/2025 enhanced annual plan and the submissions received.
  - c) Review the Rating Information Database (RID) objections received until 30 June 2024 and any other objections that come to the attention of the council.
  - d) The development of remission policies.

**Mayor J Cleine / Cr G Neylon**  
10/10

**CARRIED UNANIMOUSLY**

6. Review of the general rate differential system to allow for consideration of proposed changes to be considered as part of the Long Term Plan 2025 – 2034.

**Mayor J Cleine / Cr P Grafton**  
9/1

**Cr R Sampson against**  
**MOTION CARRIED**

The report's aim is to outline the challenges that completing these would be in the current fiscal year and seeking approval to delay the projects to a future year.

## 2. DRAFT RECOMMENDATION

That Council...

1. Resolves to revoke the decision made at the Enhanced Annual Plan 2024-2025 Deliberations on the 12 June 2024 to review the general rate differential system to allow for consideration of the proposed changes to be considered as part of the Long Term Plan
2. Resolves to revoke their decision Enhanced Annual Plan 2024-2025 Deliberations on the 12 June 2024 to review the proposed rating system for water and wastewater services to be included in the Long-Term Plan 2025-2034
3. Approves staff to create a reserve fund for the allocation of \$100,000 which will be used for the General rates review and the water / wastewater rating policy review in future years which will be discussed during the Long-Term Plan 2025-2034 budgeting process.

## 3. ISSUES & DISCUSSION

### BACKGROUND

On 12 June 2024, as part of the Enhanced Annual Plan deliberations, Council resolved to complete a review of the general rates differentials and to review the proposed rating system for water and wastewater services for inclusion in the Long-Term Plan (LTP) 2025-2034. However, upon further review of the project's initiation, it is evident that significant challenges exist which may hinder the timely and effective completion of these projects.

Several factors have necessitated a reconsideration of this decision:

- **Long-Term Plan Year:** This year is a Long-Term Plan year, which requires substantial attention to strategic planning, public consultation, and administrative time. The complexity and scope of the LTP process are significant and must be prioritised. This is the strategic plan for the district.
- **LTP and Annual Report Audits:** Both audits are a significant undertaking from the finance team and will require careful consideration. The Annual Report for 2022/23 is currently not completed at present, as well as the 2023/2024 report, with additional resources being required to address issues and improvements arising from the KPMG report.
- **Water Services Delivery Plan:** The Water Services Delivery Plan, introduced as part of the new Coalition Government's water reform ("Local Water Done Well"), also demands focused resources. The reform

requires considerable effort from both elected members and staff to ensure compliance and successful implementation.

- **Resourcing Constraints:** The Finance team is currently facing resource limitations, which would impact the ability to manage both the rates review and other essential financial tasks simultaneously.

**Rationale:**

Given the challenges outlined above, revoking the decision to undertake the rates and water / wastewater rates review allows Council to focus its efforts on higher-priority projects, such as the Long-Term Plan and the Water Services Delivery Plan as well as the Annual Report and ongoing daily requirements. The re-allocation of the associated budget ensures that the funds can be used effectively for other pressing needs or future opportunities.

**4. CONSIDERATIONS**

**4.1 Strategic Impact**

The rates review and water / wastewater policy review is integral to the council and plays a huge role in the overall organisation. This will be further considered when we look at local water done well and how we deliver water in future years

**4.2 Significance Assessment**

This proposal is not considered to be significant in terms of Council's Significance and Engagement Policy.

**4.3 Risk Management Implications**

This decision does not provide Council with a significant risk.

**4.4 Values**

The proposal aligns closely with Buller District Values of being future focussed. Council have confirmed the need to follow out a full general rates review.

**4.5 Policy / Legal Considerations**

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

**4.6 Tangata Whenua Considerations**

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

**4.7 Views of Those Affected**

This decision does not require consultation with the community or stakeholders however if the decision is not taken to revoke the agreed outcomes then it will require full consultation.

**4.8 Costs**

There is no cost associated with this decision apart from the recommendation of re-allocating the budget.

**4.9 Benefits**

N/A

**4.10 Media / Publicity**

It is expected there will be significant interest from the media and the public which will be managed by the Councils Communication and Engagement team.

## BULLER DISTRICT COUNCIL

25 SEPTEMBER 2024

AGENDA ITEM: 10

**Prepared by** Bernard Murphy  
Acting Group Manager Corporate Services

**Reviewed by** Simon Pickford  
Chief Executive Officer

**Attachments** 1. Buller District Council Deed of Variation 2024

**Public Excluded:** No

### LOAN EXTENSION - BULLER DISTRICT COUNCIL TO BULLER HOLDINGS LIMITED

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#### 1. REPORT SUMMARY

This report summarises the proposal to extend the existing loan term by an additional two years through a deed of variation. The extension aims to provide the Buller Holdings Limited with extended repayment flexibility while ensuring Buller District Council's interests are adequately protected.

#### 2. DRAFT RECOMMENDATION

1. That Council approve the extension of the term of the loan from Buller District Council to Buller Holdings Limited by two years, extending the maturity date to 31 October 2026.
2. This extension will be formalised through a deed of variation, which will amend the existing loan agreement to reflect the new term.
3. Any two Councillors are authorised to sign the deed of variation, thereby confirming this Council Resolution.

#### 3. ISSUES & DISCUSSION

##### BACKGROUND

Buller District Council and Buller Holdings Limited entered into a loan arrangement as at 31 October 2007. This loan arrangement provided \$2,363,860.00 loan funding from Buller District Council to Buller Holdings Limited. It enabled the purchase of 50% ownership of WestReef Services Limited off a company called Onyx Limited who at that stage owned a half share of WestReef Services Limited



in partnership with Council via Buller Holdings Limited. Since the arrangement in 2007, this loan has been partially repaid, now amounting to \$1,500,000.00 as at 30 June 2024.

Annual interest is calculated on the loan based on open market interest rates plus a margin, and the interest charged is received in cash by Buller District Council. It is proposed to roll over the current loan balance of \$1,500,000.00 for a further two-year term. This extension will be formalised through a deed of variation, amending the original loan agreement.

*Key Terms of the Proposed Extension:*

- New Maturity Date: 31 October 2026.
- Revised Payment Schedule: Final Repayment on 31 October 2026 or such earlier date as the borrower may elect.
- Interest Rate: No change to the existing terms, interest is calculated and payable at 30 June of each year, using the BKBM Bank Bill Reference Rates plus a margin of 1%.
- Amendments to Loan Conditions: None.

*Rationale for Extension:*

- The extension will provide Buller Holdings Limited with additional time to manage its financial obligations more effectively, supporting its continued viability and stability.
- Extending the term will enhance Buller Holdings Limited's liquidity and ability to maintain timely payments without undue financial strain.
- The extension is expected to result in slightly increased total interest paid to Council over the extended term, noting the interest received by Council was \$100,000 as at 30 June 2024 which is around \$15,000 more per annum than would be achieved on bank term deposit rates
- No significant operational changes are anticipated. The loan servicing process will continue as per the revised terms.

**CONCLUSION**

The proposed extension of the loan term is beneficial for both Buller District Council and Buller Holdings Limited. It provides Buller Holdings Limited with needed financial flexibility while ensuring that Buller District Council's investment is protected. Approval of this proposal will facilitate continued financial stability for Buller Holdings Limited and support their long-term success.

## 4. CONSIDERATIONS

### 4.1 Strategic Impact

The loan between Buller District Council and Buller Holdings Limited has been budgeted for and aligns with the Long Term Plan and other strategic documents.

### 4.2 Significance Assessment

Council has adopted a policy on Significance and Engagement under S76AA of the Local Government Act.

The content of this paper is not a matter requiring consultation or special consideration under the Significance and Engagement Policy. The loan is existing and extended in line with the budgets included in the Long Term Plan and current year Annual Plan.

### 4.3 Risk Management Implications

This decision does not provide Council with a significant risk.

### 4.4 Values

Supporting the Council Controlled Organisation aligns to the Buller District Values, which are: Community Driven, One Team, Future Focussed, Integrity and We Care.

### 4.5 Policy / Legal Considerations

The legal implications for Council are that a binding document is being entered into which agrees to extend the term of borrowings to Buller Holdings Limited. This means instead of having the use of this money to invest elsewhere, Council has committed to the funds being provided to Buller Holdings Limited and the funds are not as easily accessible as they would be if the funds were deposited on bank term deposit. The extension of the loan is within the relevant financial controls policies of Council.

### 4.6 Tangata Whenua Considerations

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

### 4.7 Views of Those Affected

This decision does not require consultation with the community or stakeholders.

### 4.8 Costs

There is no significant financial implication relevant to this decision.

**4.9 Benefits**

Benefits to the community is a successful Council Controlled Organisation which is a major employer in the District, providing essential services for the Community.

**4.10 Media / Publicity**

This is a routine matter for Council and not of significance.

## **Deed of Variation of Loan**

BULLER DISTRICT COUNCIL

(the Lender)

And

BULLER HOLDINGS LIMITED

(the Borrower)

**DEED****Between**

- (1) BULLER DISTRICT COUNCIL (**Lender**), and
- (2) BULLER HOLDINGS LIMITED (Borrower)

**Whereas**

- A By term Loan Agreement between the Lender and the Borrower, a copy of which is attached to this deed marked "A" (**Agreement**), the Lender advanced \$1,500,000 (**Loan**) to the borrower upon terms and conditions set out in the Agreement.
- B The Borrower wishes to extend the Final Repayment Date under the Agreement.
- C The Lender has agreed to vary the Final Repayment Date under the Agreement upon the terms and conditions set out in this Deed.

**This Deed Witnesses**

1. In consideration of the Lender agreeing to vary the terms of the Agreement at the request of the Borrower, the Lender and Borrower agree to vary the Agreement as follows:
  - (a) The Term of the Agreement as defined in Schedule A of the Agreement is varied to Two (2) years;
  - (b) The Final Repayment Date, as defined in Schedule A of the Agreement, is varied to 31 October 2026 or such earlier date as the borrower may elect in accordance with clause 3.2 of Schedule B of the Agreement.
  - (c) Clause 1.1(b) is varied by adding:  
For clarification, where interest is payable on a payment date, the relevant date for calculating interest will be that Payment Date (30 June). Where interest is payable on the Final Repayment Date, the relevant date for calculating interest will be the Final Repayment Date;
  - (d) Notices to the Lender under clause 9.1(b) are to be addressed for the attention of the Chief Executive.
  - (e) For the avoidance of doubt, the Payment Dates, as defined in Schedule A of the Agreement, shall be 30 June in each year of the Term (as varied by clause 1 of this Deed).
2. In all other respects the provisions of the Agreement are confirmed and remain in full force and effect.
3. The Borrower shall comply with the terms of the Agreement as varied by this Deed.

Dated 25 September 2024

**Signed** as a Deed

**Signed** by the Lender  
**BULLER DISTRICT COUNCIL**

\_\_\_\_\_  
Mayor/Councillor

By

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Witness full Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Address

**Signed** by the Borrower  
**BULLER HOLDINGS LIMITED**

\_\_\_\_\_  
Director

By

\_\_\_\_\_  
Director

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Witness full Name

\_\_\_\_\_  
Witness Occupation

\_\_\_\_\_  
Witness Address



## BULLER DISTRICT COUNCIL

25 SEPTEMBER 2024

AGENDA ITEM: 11

**Prepared by** Bernard Murphy  
Acting General Manager Corporate Services

**Reviewed by** Simon Pickford  
Chief Executive Officer

**Attachments** 1. Westport Airport Authority Accounts (Unaudited) 2024

**Public Excluded** No

### WESTPORT AIRPORT AUTHORITY – FULL YEAR REPORT TO 30 JUNE 2024

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#### 1. REPORT SUMMARY

In accordance with Section 67 of the Local Government Act 2002 Council Controlled Organisations must deliver their Annual Report to shareholders within three months of the end of the financial year.

This report presents the (unaudited) Annual Report for the year ended 30 June 2024 including the budget for the year. The report also presents a Statement of Service Performance summary.

#### 2. DRAFT RECOMMENDATION

1. **That Council approve the Westport Airport Authority Accounts for the year end 30 June 2024 subject to any minor alteration required for completion of the audit process.**

#### 3. ISSUES & DISCUSSION

This report is presented to Council to monitor the Westport Airport Authority financial results.

Section 68 of the Local Government Act 2002 requires that this Annual Report contains the information that is necessary to enable an informed assessment of the operations of the organisation including a comparison of the performance of the Westport Airport activity against the Statement of Intent and include explanations of any significant variances. The attached report meets that requirement.

Section 69 of the Local Government Act 2002 requires that this Annual Report include an Auditor's Report on the Financial Statements. The attached report

has not yet been audited. The Annual Report is provided for information and the draft resolution is made so that the Annual Report can be circulated for approval by Council which holds 50% of the share in the Airport Authority, with the other 50% share held by Ministry of Transport. A copy of this report has been provided to the Ministry of Transport.

**3.1 Revenue**

Operating Revenue for the Westport Airport Authority was \$6,816 lower than budgeted. This was mainly due to less terminal and other revenue received than budgeted. Actual Terminal and Other Revenue was \$112,449 against the budget of \$117,779.

**3.2 Expenditure:**

Operating Expenditure was \$20,709 higher than budgeted. Administration Costs (\$29,977), Audit Fees (\$1,612), Rates and Insurance (\$2,451), Power and Telephone (\$726) and General Expenses (\$6,669) were greater than budgeted, offset by Repairs and Maintenance (\$14,461) and non-cash Depreciation Expense (\$4,207).

**3.3 Capital Expenditure:**

The Capital Budget allowed for \$116,066 of capital expenditure as set out below. This budget was for aerodrome beacon lighting, land improvements and for sundry small assets. The actual capital expenditure was for \$61,125 and included land improvements including bunding to make crucial airport infrastructure safe from surface water ingress as well as the planned beacon lighting. Other Assets included VHF radio purchases, essential communication equipment for the safe operations of the airport.

<b>Capital Expenditure:</b>	<b>2024 Actual</b>	<b>2024 Budget</b>
Land/Bunding Improvements	26,893	26,255
Aerodrome Beacon	27,008	39,305
Other Assets	7,224	50,506
<b>Total</b>	<b>\$61,125</b>	<b>\$116,066</b>

**3.4 Unaudited Financial Statements**

The attached financial statements are subject to final tax calculations and taxation disclosures set out in Note 2. This update is not expected to be material, and as a loss making venture the entity will have nil tax due when the 2024 year tax return is filed.

The attached financial statements will be subject to a final review of the contributions by the Airport Authority partners, and this most likely will lead to a revision to final current account and equity as at balance date.

Any changes are also not expected to be material, and not have any impact upon the reported Statement of Financial Performance, Performance Measures and Cashflow or other aspects of these Financials.

## **4. CONSIDERATIONS**

### **4.1. Strategic Impact**

The provision of centralised airport services is important for the community providing travel for economic and social reasons.

### **4.2. Significance Assessment**

The significance and engagement policy set out the criteria and framework for a matter or transaction to be deemed significant. The content included in this report is not considered significant by nature due to the value of transactions. However, the provision of an Airport service is significant for the District.

### **4.3. Risk Analysis**

Risk is assessed by considering the likelihood of an event occurring and the result of that event. This report provides oversight of the financial operations of the Westport Airport Authority but does not elaborate on other risks which may be present with this operation. Risk is mitigated by engaging suitably qualified staff to oversee the airport operations. Financial risk is mitigated when the results of operations are reported on and understood by staff and governance.

### **4.4. Policy / Legal Considerations**

Section 66 (1) of the Local Government Act 2002 governs the activities of Buller District Council and sets out the requirement to present a half yearly report to shareholders.

The legislation requires that within 2 months after the end of the first half of each financial year, the board of a council-controlled organisation must deliver to the shareholders a report on the organisation's operations during that half year.

### **4.5. Tangata Whenua Considerations**

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

### **4.6. Views Of Those Affected**

The provision of a Westport Airport service is consulted on with the community during Long Term and Annual Plan processes.

### **4.7. Costs**

There are no extraordinary costs incurred within the reporting period.

### **4.8. Benefits**

The benefits of reviewing the half yearly report are the financial results are monitored at a Council wide level.

### **4.9. Media / Publicity**

There are no media or publicity opportunities with this report.

**WESTPORT AIRPORT  
AUTHORITY**

**FINANCIAL STATEMENTS**

**For the year ended  
30 June 2024**



## TABLE OF CONTENTS

---

Entity Information .....	1
Statement of Accounting Policies .....	2
Statement of Financial Position .....	4
Statement of Financial Performance .....	5
Statement of Changes in Equity .....	6
Statement of Cash Flows .....	7
Notes to the Financial Statements .....	8
Statement of Service Performance.....	12
Independent Auditors Report .....	13

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**WESTPORT AIRPORT AUTHORITY**  
**Entity Information**  
**For the year ended 30 June 2024**

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**Legal name**

Westport Airport Authority (the Authority).

**Type of entity and legal basis**

The Authority was established by a Joint Venture Agreement entered into by the Crown and the Buller District Council pursuant to section 5 of the Airport Authorities Act 1966. The Authority is controlled by Buller District Council and is a Council Controlled Organisation (CCO) as defined by section 6(1) of the Local Government Act 2002.

**The Authority's purpose or mission**

The Authority's primary business activity is the operation of an airport. An airport is considered a crucial aspect of regional infrastructure servicing the Buller district.

**The structure of the Authority's operations, including governance arrangements**

The Authority comprises of a Chief Executive Officer who runs the day-to-day operations of the airport including compliance with Civil Aviation regulation. This is supported by staff who assist the day-to-day operations and maintenance of the airport. All staff are appointed by Buller District Council who also oversees the governance of the Authority through Council.

**Main sources of the Authority's cash and resources**

Landing fees and lease income are the primary sources of funding for the Authority.



**WESTPORT AIRPORT AUTHORITY**  
**Statement of Accounting Policies**  
**For the year ended 30 June 2024**

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#### **BASIS OF PREPARATION**

The financial statements presented here are for the Westport Airport Authority. The Airport Authority is a public benefit entity for financial reporting purposes under PBE IPSAS.

The financial statements have been prepared in accordance with generally accepted accounting practice NZ GAAP, the Local Government Act 2002 and the Joint Venture Agreement. The financial statements comply with PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) This standard has been applied on the basis that the Authority does not have public accountability (as defined) and has total annual expenses of less than \$2 million.

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

Reliance is placed on the fact that the Authority will continue to receive financial, operational and administrative support from the Buller District Council sufficient to maintain its services. The attention of readers is drawn to note 9.

The financial statements have been prepared on the basis of historical cost. All transactions in the financial statements are reported using the accrual basis of accounting.

The financial statements are presented in New Zealand dollars and are stated at whole dollar amounts. The functional currency of the Westport Airport Authority is New Zealand Dollars.

The financial statements are prepared on the assumption that the Authority will continue to operate in the foreseeable future.

#### **ACCOUNTING POLICIES**

##### **Property, Plant and Equipment**

Property, Plant and Equipment are stated at cost less accumulated depreciation. Cost includes expenditures that are directly attributable to the acquisition and construction of the asset.

##### **Depreciation**

Depreciation of fixed assets, other than land, has been provided on a straight-line basis at rates calculated to allocate the cost of the assets over their estimated useful lives. The depreciation rates applied are:

Buildings	2.5% -5.0%
Runway - Basecourse	1.30%
- Seal	2.0% - 7.7%
Runway Lighting	10.0% - 20.0%
Fuel Facility	8.0%
Other Assets	1.0%-15.0%
Seawall	0.0%

**Goods and Services Tax**

The financial statements have been prepared exclusive of Goods and Services Tax except for accounts payable and receivable which are stated inclusive of GST. The Westport Airport Authority is not registered for GST on their own account, GST is accounted for as a division of Buller District Council.

**Income Tax**

Tax expense is calculated using the taxes payable method. As a result, no allowance is made for deferred tax. Tax expense includes the current tax liability and adjustments to prior tax liabilities.

**Cash and Bank Accounts**

Cash and bank accounts include cash on hand and deposits held at call with banks.

**Trade and Other Receivables**

Trade and other receivables are initially measured at the amount owed. When it is likely that the amount owed (or some portion) will not be collected, a provision for impairment is recognized and the loss is recorded as a bad debt expense.

**Buller District Council Current Account**

Buller District Council advances funds to the Airport Authority on a current account basis to enable the Authority's creditor obligations to be met as they fall due. This current account advance is recognised as either a current asset or a current liability. The account is measured at amortised cost using the effective interest rate method.

**Creditors and Other Payables**

Creditors and other payables are measured at the amount owed.

**Revenue and Expenditure**

Landing fees and Grazing income are billed by the Authority and are recognised when receivable. Expenses are recognised when they are incurred. Leases are recognised on a straight-line basis over the lease term.

**Significant Management Estimates and Assumptions**

There are no significant management assumptions or estimates for the period.

**Changes in Accounting Policies**

There have been no changes in accounting policies applied or adopted during the period. (2023 Nil).

**WESTPORT AIRPORT AUTHORITY**  
**Statement of Financial Position**  
**As at 30 June 2024**

	Note	2024 \$	2023 \$
<b>Current Assets</b>			
Accounts receivable and accruals	3	39,246	26,458
Prepayments		4,344	3,919
<b>Total Current Assets</b>		<b>43,590</b>	<b>30,377</b>
<b>Non-Current Assets</b>			
Property, plant & equipment	5	5,678,787	5,710,596
<b>Total Assets</b>		<b>5,722,378</b>	<b>5,740,972</b>
<b>Current Liabilities</b>			
Accounts payable and accruals		71,211	71,767
Buller District Council - current account	9	266,283	286,254
<b>Total Current Liabilities</b>		<b>337,494</b>	<b>358,021</b>
<b>Net Assets</b>		<b>5,384,448</b>	<b>5,382,951</b>
<b>Equity</b>			
Equity: Ministry of Transport	7	2,161,650	1,965,532
<u>Less: Share of accumulated losses</u>		(626,550)	(429,489)
		<b>1,535,100</b>	<b>1,536,043</b>
Equity: Buller District Council	7	4,515,117	4,315,181
<u>Less: Share of accumulated losses</u>		(665,334)	(468,273)
		<b>3,849,783</b>	<b>3,846,908</b>
Equity: Ministry of Transport & Buller District Council		6,676,767	6,280,713
<u>Less: Total accumulated losses</u>		(1,291,884)	(897,762)
<b>Total Equity</b>		<b>5,384,883</b>	<b>5,382,951</b>

Authorised for issue on behalf of the Westport Airport Authority on XX September 2024 by:

Simon Pickford  
CHIEF EXECUTIVE

Jamie Cleine  
CHAIRPERSON

*The accompanying Notes are an integral part of and are to be read  
in conjunction with these statements.*



**WESTPORT AIRPORT AUTHORITY**  
**Statement of Changes in Equity**  
**For the year ended 30 June 2024**

	Note	2024 \$	2023 \$
Equity at Start of the Year		5,382,951	5,407,150
Total Comprehensive Revenue and Expense		(394,122)	(394,198)
Contributions from Buller District Council	9	199,936	273,669
Contributions from the Crown	9	196,118	96,330
<b>Equity at End of the Year</b>		<b>5,384,883</b>	<b>5,382,951</b>

**CONTRIBUTIONS BY THE JOINT VENTURE PARTNERS**

Equity Account as at 30 June 2024	Ministry of Transport \$	Buller District Council \$	Total \$
Land	-	2,159,000	2,159,000
Contributions for assets purchased to 30 June 2024	1,528,356	1,553,359	3,081,715
Contributions for accumulated losses to 30 June 2024	633,295	802,758	1,436,052
<b>Total before share of accumulated losses or surplus</b>	<b>2,161,651</b>	<b>4,515,117</b>	<b>6,676,767</b>

Equity Account as at 30 June 2023	Ministry of Transport \$	Buller District Council \$	Total \$
Land		2,159,000	2,159,000
Contributions for assets purchased to 30 June 2023	1,485,912	1,522,767	3,008,679
Contributions for accumulated losses to 30 June 2023	479,620	633,414	1,113,033
<b>Total before share of accumulated losses or surplus</b>	<b>1,965,532</b>	<b>4,315,181</b>	<b>6,280,713</b>

**EQUITY APPROPRIATION ACCOUNT**

	2024 \$	2023 \$
Opening Balance (Accumulated Losses)	(897,762)	(503,563)
Total Comprehensive Revenue and Expense	(394,122)	(394,198)
<b>Closing Balance (Accumulated Losses)</b>	<b>(1,291,884)</b>	<b>(897,762)</b>

The accompanying Notes are an integral part of and are to be read  
in conjunction with these statements.

**WESTPORT AIRPORT AUTHORITY**  
**Statement of Cash Flows**  
**For the year ended 30 June 2024**

	Note	2024 \$	2023 \$
<b>Cash Flows from Operating Activities</b>			
<i>Cash was provided from:</i>			
Landing Fees & Airport Dues		30,883	30,490
Rental, Service Charges & Other Income		112,449	101,515
Farming Lease		42,000	42,000
Flood Recovery Income Received		-	-
		<b>185,332</b>	<b>174,005</b>
<i>Cash was applied to:</i>			
Payments to Suppliers and Employees		(488,435)	(420,539)
Interest Paid		-	-
Net GST		(1,740)	516
		<b>(490,175)</b>	<b>(420,023)</b>
<b>Net Cash Flows from/(to) Operating Activities</b>		<b>(304,842)</b>	<b>(246,018)</b>
<b>Cash Flows from Investing Activities</b>			
<i>Cash was provided from:</i>			
Sale of Assets		-	-
<i>Cash was applied to:</i>			
Purchase of fixed assets		(61,182)	(105,643)
<b>Net Cash Flow from/(to) Investing Activities</b>		<b>(61,182)</b>	<b>(105,643)</b>
<b>Cash Flows from Financing Activities</b>			
<i>Cash was provided from:</i>			
Contributions from Joint Venture Partners		396,054	370,000
Buller District Council Current Account		-	-
		<b>396,054</b>	<b>370,000</b>
<i>Cash was provided to:</i>			
Buller District Council Current Account		(30,031)	(18,340)
<b>Net Cash Flows from/(to) Financing Activities</b>		<b>366,023</b>	<b>351,660</b>
<b>Net Increase in Cash and cash equivalents</b>		<b>-</b>	<b>-</b>
Add Cash and cash equivalents at Start of Year		-	-
<b>Cash and cash equivalents End of Year</b>	<b>1</b>	<b>-</b>	<b>-</b>

The accompanying Notes are an integral part of and are to be read  
in conjunction with these statements.



**WESTPORT AIRPORT AUTHORITY**  
**Notes to the Financial Statements**  
**For the year ended 30 June 2024**

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**1. Cash**

Buller District Council provides administrative services to the Authority. The Airport does not run a bank account and all Airport income and expenses are paid through the Buller District Council general bank account.

**2. Taxation**

	2024	2023
	\$	\$
Net Surplus (Deficit) before Tax	(394,122)	(394,198)
Tax at 28%	(110,354)	(110,376)
Temporary Differences not recognised	(12,451)	(6,729)
Tax Losses not recognized	137,462	117,105
Tax Expense	-	-

Unrecognised tax losses of \$3,337,789 (2023: \$2,885,728) with a tax effect of \$934,581 (2023: \$808,003) are available to carry forward.

**3. Accounts Receivable and Accruals**

Accounts receivable and accruals are disclosed net of any provision for impairment. There was no impairment recognized in 2024 (2023: Nil).

**4 Support by Buller District Council**

The operation of the Authority is undertaken by the Buller District Council, which is also responsible for the financing of those operations.

Buller District Council has included in its Annual Plan provision to support the Westport Airport Authority for the next twelve months to enable the Authority to maintain its current level of operation. This support includes all financial, operational and administrative support services. Administrative support includes employment of operational staff and internal charges for administration of the Authority.

	2024	2023
	\$	\$
Employment related costs	228,860	226,632
Buller District Council - internal charges	104,124	82,272
<b>Total Administration Expenses</b>	<b>332,984</b>	<b>308,903</b>

## 5. Property, Plant and Equipment

Property, Plant and Equipment - 2024								
	Cost 1 July 2023	Accumulated Depreciation 1 July 2023	Additions	Disposals & Transfers	Depreciation 30 June 2024	Accumulated Depreciation 30 June 2024	Cost 30 June 2024	Carrying Amount 30 June 2024
Land & Improvements	4,619,353	-	26,893	-	166	166	4,646,246	4,646,079
Runway	387,977	89,787	-	-	15,505	113,421	387,977	274,555
Runway Lighting	701,637	532,722	27,068	-	20,297	553,018	728,704	175,686
Terminal Building	542,554	213,631	-	-	13,564	227,194	542,554	315,359
Toilet Block	13,995	9,214	-	-	700	9,913	15,538	7,490
Furniture & Fittings	26,375	14,028	-	-	1,514	15,542	26,375	10,833
Other Assets	405,290	169,127	7,224	-	40,407	199,491	409,082	207,701
Fuel Facility	288,195	288,195	-	-	-	288,195	288,195	-
Carpark	41,994	70	-	-	840	910	41,994	41,084
Capital WIP	-	-	-	-	-	-	-	-
	<b>7,027,370</b>	<b>1,316,774</b>	<b>61,185</b>	<b>-</b>	<b>92,993</b>	<b>1,407,851</b>	<b>7,086,664</b>	<b>5,678,787</b>

Property, Plant and Equipment - 2023								
	Cost 1 July 2022	Accumulated Depreciation 1 July 2022	Additions	Disposals & Transfers	Depreciation 30 June 2023	Accumulated Depreciation 30 June 2022	Cost 30 June 2023	Carrying Amount 30 June 2023
Land & Improvements	4,619,353	-			-	-	4,619,353	4,619,353
Runway	387,977	74,292			15,495	89,787	387,977	290,060
Runway Lighting	701,637	513,778			18,944	532,722	701,637	168,915
Terminal Building	542,554	200,067			13,564	213,631	542,554	328,923
Toilet Block	13,995	8,514			700	9,214	13,995	4,782
Furniture & Fittings	26,375	12,487			1,541	14,028	26,375	12,347
Other Assets	362,397	132,592	42,893		36,535	169,127	405,290	236,163
Fuel Facility	288,195	288,195			-	288,195	288,195	-
Carpark	-	-	41,994		70	70	41,994	41,924
Capital WIP	-	-			-	-	-	-
	<b>6,942,483</b>	<b>1,229,923</b>	<b>84,888</b>	<b>0</b>	<b>86,849</b>	<b>1,316,774</b>	<b>7,027,370</b>	<b>5,710,596</b>

## 6. Post Balance Date Events

There were no post balance date events subsequent to June 2024.

## 7. Equity

The Airport Authority capital is equity. Equity is represented by net assets.

The Statement of Intent requires the Airport Authority to manage its revenue, expenses, assets, liabilities, investments and general financial dealings prudently. The Authority's equity is largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments and general financial dealings.

The objective of managing the Airport Authority's equity is to ensure it effectively achieves its objectives and purpose, while remaining a going concern.

## 8. Shareholders Statement of Intent

The 2023-2024 Draft Statement of Intent was required to be delivered by the Authority to shareholders under Part 2 of Schedule 8 of the Local Government Act 2002 by 1 March 2023. The Draft Statement of Intent was delivered to shareholders on 28 February 2023.

## 9. Related Party Transactions

The Westport Airport Authority is a joint venture between the Crown and Buller District Council, with each holding a 50% interest. During the period the following related party transactions occurred between the Airport Authority and Buller District:

	Note	2024 \$	2023 \$
Services Provided by Buller District Council	4	332,984	308,903
Interest Charges		47,615	37,559
Rates charges		957	957
Current Account balance owed by/(owed to) Buller District Council		(266,283)	(286,254)

WestReef Services Limited is a Council Controlled Organisation of Buller District Council. During the period the following related party transactions occurred between the Airport Authority and WestReef Services Limited:

	2024 \$	2023 \$
Services Provided by WestReef Services Limited	-	5,556
Balance owed to WestReef Services Limited	-	-

There were equity contributions totaling \$196,118 in 2024 by the joint venture partners. (2023: \$370,000).

**10. Commitments, Contingent Assets and Contingent Liabilities**

The Authority had no contingent assets as at 30 June 2024 (2023: Nil). The Authority had no contingent liabilities in 2024. (2023: Nil).

**11. Audit**

Audit fees include \$20,666 for Ernst & Young to complete the 2023 annual audit. (2023: \$19,692).

	2024	2023
	\$	\$
Ernst & Young	20,666	19,692

**12. 2023 Year: Delay in completion of the audited Annual Report**

The Westport Airport Authority, as a Council Controlled Organisation, was required to complete its 2022/23 Annual Report within three months after the end of the financial year (i.e. by 30 September 2023).

This timeframe was not met because the tax work was not completed by the external tax advisors until after this date.

**WESTPORT AIRPORT AUTHORITY**  
**Statement of Service Performance**  
**For the year ended 30 June 2024**

The Westport Airport Authority operates an Airport at Westport. It is involved in the provision, maintenance, upgrading and enhancement of services and facilities to accommodate the landing of aircraft and the efficient and safe facilitation of passengers and cargo through the Airport, having regard to the regulatory requirements of the Civil Aviation Authority of New Zealand.

The principal objective of the Authority is to:

- Operate as close as possible to a commercial business in a cost effective and efficient manner;
- Maintain the airport's assets; and
- Enter into any commercial undertakings at the airport that will complement the Airport operation and that are considered desirable.

The Authority's performance in comparison to its performance targets agreed in the 2023- 2024 Westport Airport Authority Statement of Intent is outlined as follows:

**PERFORMANCE COMMENTARY**

Operating Revenue for the Westport Airport Authority was \$6,816 lower than budgeted. This was mainly due to less terminal and other revenue received than budgeted. Actual Terminal and Other Revenue was \$112,449 against the budget of \$117,779.

Operating Expenditure was \$20,709 higher than budgeted. Administration Costs (\$29,977), Audit Fees (\$1,612), Rates and Insurance (\$2,451), Power and Telephone (\$726) and General Expenses (\$6,669) were greater than budgeted, offset by Repairs and Maintenance (\$14,461) and non-cash Depreciation Expense (\$4,207).

The Capital Budget allowed for \$116,076k of capital expenditure as set out below. This budget was for aerodrome beacon lighting, land improvements and for sundry small assets. The actual capital expenditure was for \$61,125 and included land improvements including bunding to make crucial airport infrastructure safe from surface water ingress as well as the planned beacon lighting. Other Assets included VHF radio purchases, essential communication equipment for the safe operations of the airport.

	2024		2023	
	Actual Performance	Performance Targets (as per SOI)	Actual Performance	Performance Targets (as per SOI)
Operating Revenue	196,453	203,269	183,523	158,538
Operating Expenditure	542,960	522,251	540,163	574,699
Net Profit (Loss)	(346,507)	(318,982)	(356,640)	(416,161)
<b>Capital Expenditure:</b>				
Signs	-	-	-	-
Website	-	-	-	-
Furniture and Fittings	-	-	-	-
Other Plant	-	-	28,529	30,000
Land/Bunding Improvements	26,893	26,255	-	-
Aerodrome Beacon	27,008	39,305	-	-
Other Assets	7,224	50,506	14,365	15,300
Fencing	-	-	-	-
Carpark	-	-	41,994	80,000
<b>Capital Revenue:</b>	-	-	-	-
Grants and Subsidies	-	-	-	-
<b>Ratio Performance:</b>				
<b>Total Equity/total Assets (excluding liabilities)</b>	<b>95%</b>	<b>99%</b>	<b>91%</b>	<b>99%</b>

**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 12**

**Prepared by** Mel Sutherland  
Acting Manager Infrastructure Delivery

**Reviewed by** Michael Aitken  
Interim Group Manager Infrastructure Services

**Attachments** 1. Draft Memorandum of Understanding – Carnegie Building  
2. Steering Group Terms of Reference - Carnegie

**Public Excluded:** No

**STATUS REPORT – CARNEGIE LIBRARY**

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**1. REPORT SUMMARY**

A status report was presented to Council as part of the Ordinary meeting in May 2024. The agreed resolutions made at that meeting are shown in the Background section below and were confirmed at the June 2024 Ordinary Council meeting.

This agenda item is a further progress report which confirms the agreement by the Carnegie Cultural Centre Incorporated Society (CCC) to the terms of the Memorandum of Understanding and agreement to the roles and responsibilities detailed within it. These matters are deemed to be critical steps to progress the project.

**2. DRAFT RECOMMENDATION**

**That Council...**

- 1. Receives this status report.**
- 2. Agrees to Memorandum of Understanding (Attachment 1)**
- 3. Agrees to the establishment of the Project Steering Group and the Terms of Reference (Attachment 2).**



### 3. ISSUES & DISCUSSION

#### BACKGROUND

The confirmed resolutions from June 2024 are as follows:

<b>RESOLVED</b> That Council	
1. Receives this status report.	Cr R Sampson / Cr G Weston 10/0/1 Cr Joanne Howard abstained. CARRIED UNANIMOUSLY
2. Agrees to continue with the project planning.	Cr R Sampson / Cr G Weston 10/0/1 Cr Joanne Howard abstained. CARRIED UNANIMOUSLY
3. If the project is to continue, works collaboratively with the Carnegie Cultural Centre Incorporated Society and return to Council for subsequent approval the following: a. Agree the terms of Draft Memorandum of Understanding based on Attachment 1. b. Identify and develop a roles and responsibilities matrix between the parties, to be included in the Memorandum of Understanding. c. Identify and develop a project plan based on the required steps for the project, based on Attachment 2. d. Identify and develop external funding criteria, deliverable and final applications. e. Identify and develop resource consent criteria, deliverables, and a final application.	Cr R Sampson / Cr G Weston 10/0/1 Cr Joanne Howard abstained. CARRIED UNANIMOUSLY
4. Notes that the estimated project cost has increased from the original \$1.02M to \$1.6M.	Mayor J Cleine / Cr R Sampson 11/11 CARRIED UNANIMOUSLY

With respect to item 3b the Draft Memorandum of Understanding (MoU) was presented at the CCC's 11 June meeting and considered at its 25 June meeting.

**Attachment 1** is an updated MoU with which shows the roles and responsibilities together with other minor changes highlighted and underlined. These have been discussed and agreed to by the CCC. Rather than a roles and responsibilities matrix, the roles and responsibilities have been embedded into the original draft of the MoU.

The roles and responsibilities in the draft MOU are reproduced here:

12. The individual and joint roles of the CCC and Council are as follows:

- (a) *The Society will apply for grants and other external funding for the cost of the Project, including the cost of design and construction work. Council approval must be obtained before entry into any funding agreement relating to the Project.*
- (b) *The Council (in its capacity as building owner) will apply to the Council (in capacity as regulatory authority) for resource consents and building consents after obtaining approval by the Council (in its capacity as owner of Land) to concept plans and preferred seismic strengthening and refurbishment option.*
- (c) *The Council (in its capacity as building owner) will apply to the Council (in its capacity as administering body of reserve) for consent to easements over the Land (if any) needed to provide services to the Building.*
- (d) *Applying to the Council (in its capacity as administering body of the reserve) for consent if the Society or any other person or entity requests a lease of all or part of the Building. Council would require any lessee to enter into an agreement to lease on terms approved by the Council.*
- (e) *Both the Society and Council (as building owner) through the Project Steering Group will liaise with Heritage New Zealand Pouhere Taonga and specialist advisors on heritage conservation issues relating to strengthening and refurbishment of the Building.*
- (f) *Both the Society and Council (as building owner) will apply through the Project Steering Group to the Council for consent to appointment of any person or entity to manage the Project. Council may require the project manager to enter into a formal agreement for provision of project management services on terms approved by Council. Undertake any consultation with the community through the Project Steering Group that is required, subject to prior approval by the Council.*
- (g) *The Project Steering Group will obtain Council approval (in its capacity as owner of the Land and the Building) before any decision is made to tender or award any contract for the design and/or construction of the seismic strengthening and refurbishment works. Council approval must be obtained to the terms and conditions of any such tender or contract documents.*
- (h) *Members of the Project Steering Group and their Terms of Reference*

are included as Schedule 1 and Schedule 2 to this Memorandum of Understanding.

Some of the roles were deemed to be a joint responsibility for which a Project Steering Group (PSG) has been suggested, see **Attachment 2**. A Terms of Reference (ToR) has been prepared for the for the PSG and the suggested membership (is as shown).

Proposed membership of the PSG is as follows:

<b>Name</b>	<b>Role</b>	<b>Project responsibility</b>
<i>Councillor – Rosalie Sampson</i>	<i>Chair</i>	<i>To represent the interests of Council</i>
<i>Peter Graham</i>	<i>Society Member</i>	<i>To represent the interest of the Society</i>
<i>TBC</i>	<i>Society Member</i>	<i>To represent the interests of Society</i>
<i>TBC</i>	<i>Council Staff Member</i>	<i>To represent the interests of Council as building owner</i>
<i>TBC</i>	<i>Council Staff Member</i>	<i>To represent the interests of Council as building owner.</i>

With respect to the other items under resolution 3 it is expected that these will be advanced through the Project Steering Group

#### **4. CONSIDERATIONS**

##### **4.1 Strategic Impact**

Project aligns with LTP and Annual Plans.

##### **4.2 Significance Assessment**

Has been addressed, this status report is to allow Council to further consider key requirements to progress the project.

##### **4.3 Risk Management Implications**

Risk mitigated through the MoU (inclusive of confirming roles and responsibilities), the PSG and the TOR for the latter. Further mitigated through the development of a project plan by the PSG, and funding exposure is limited until such time as the CCC sources the remainder of the funds necessary to achieve the project outcome.

**4.4 Values**

Aligns with the Buller District Values, which are: Community Driven, One Team, Future Focussed, Integrity and We Care.

**4.5 Policy / Legal Considerations**

A legal review of the original MoU was done. This agenda item is following through of the recommended steps from the legal review.

**4.6 Tangata Whenua Considerations**

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

**4.7 Views of Those Affected**

Consulted on through the LTP and Annual Plans. This decision does not require consultation with the community or stakeholders at this stage. It is noted that resource consents are likely to be required for the proposed use of the building.

**4.8 Costs**

Within LTP/Annual Plan budget.

**4.9 Benefits**

The benefits to council and community are:

- Enables the building to be seismically refurbished, subject to funding.
- Enables the building to be considered for future lease for a community use.
- Recognises the continued support for the project by Heritage New Zealand Pouhere Taonga

**4.10 Media / Publicity**

There is likely to be Media interest in this matter. A media release should be prepared which reflects Council's decision.

## Memorandum of Understanding - Carnegie Building seismic strengthening project

(not intended to be legally binding)

### Parties

- (1) **BULLER DISTRICT COUNCIL (Council)**; and
- (2) **CARNEGIE CULTURAL CENTRE INCORPORATED (Society)**.

### Background

- A The Council is the owner of the former Westport Library building, also known as the Carnegie Building, (**Building**) situated at 5 Lyndhurst Street Westport on part of the land in Record of Title 628676 (Nelson Land Registration District) (**Land**).
- B The Land is Local Purpose (Community Facilities) Reserve subject to the Reserves Act 1977. The Council is the owner and administering body of the Land.
- C The Building is an earthquake-prone building.
- D The Society was incorporated on 14 June 2022. The purpose of the Society is to benefit the community by re-instating the Building for community use.
- E The parties have agreed to work together to progress the seismic strengthening and refurbishment of the Building so that it can be used as a community building (**Project**).
- F This MOU sets out how the Parties will work together on the Project during the term of this MOU.

### It is acknowledged

#### Term

1. The term of this MOU commences on the date it is signed by both parties (**Commencement Date**) and expires on the date 12 calendar months after the Commencement Date unless previously terminated in accordance with this Agreement.
2. Either party may terminate this MOU at any time by giving one month's notice in writing to the other party.

#### Purpose

3. The purpose of the Project is to carry out seismic strengthening and refurbishment of the Building so that it can be used as a community building.

#### Relationship

4. The parties will work together in a co-operative manner to progress the Project.

14/03/2024

5. The parties will meet at least once every two months to discuss the Project.
6. The parties will communicate on matters that arise that may be of interest to either party and ensure each party is fully informed of progress and issues.
7. Nothing in this MOU will be deemed to amount to a consent, approval or permission by the Council in its capacity as a consent authority under the Building Act 2004, the Resource Management Act 1991 or any other legislation, or a representation or warranty that any such consent, approval or permission will issue.
8. Nothing in this MOU is intended to amount to a lease, or a licence to occupy, to the Society of all or any part of the Building or the Land.
9. For the avoidance of doubt, the relationship of the parties under this MOU is not one of legal partnership, joint venture or agency. The Society does not have any authority to assume any obligation or liability on behalf of the Council.
10. The Society will not release any media or public statements about the Project without the prior written approval of the Council.
11. The Society will register as a charity under the Charities Act 2005.

#### **Roles**

12. The individual and joint roles of the CCC and Council are as follows:
  - (a) The Society will apply for grants and other external funding for the cost of the Project, including the cost of design and construction work. Council approval must be obtained before entry into any funding agreement relating to the Project.
  - (b) The Council (in its capacity as building owner) will apply to the Council (in its capacity as regulatory authority) for resource consents and building consents after obtaining approval by the Council (in its capacity as owner of Land) to concept plans and preferred seismic strengthening and refurbishment option.
  - (c) The Council (in its capacity as building owner) will apply to the Council (in its capacity as administering body of reserve) for consent to easements over the Land (if any) needed to provide services to the Building.
  - (d) Applying to the Council (in its capacity as administering body of the reserve) for consent if the Society or any other person or entity requests a lease of all or part of the Building. Council would require any lessee to enter into an agreement to lease on terms approved by the Council.
  - (e) Both the Society and Council (as building owner) through the Project Steering Group will liaise with Heritage New Zealand Pouhere Taonga and specialist advisors on heritage conservation issues relating to strengthening and refurbishment of the Building.
  - (f) Both the Society and Council (as building owner) will apply through the Project Steering Group to the Council for consent to appointment of any person or entity to manage the Project. Council may require the project manager to enter into a formal agreement for provision of project management services on terms approved by Council. Undertake any consultation with the community through the Project Steering Group that is required, subject to prior approval by the

14/03/2024



Council.

- (g) The Project Steering Group will obtain Council approval (in its capacity as owner of the Land and the Building) before any decision is made to tender or award any contract for the design and/or construction of the seismic strengthening and refurbishment works. Council approval must be obtained to the terms and conditions of any such tender or contract documents.]
- (h) Members of the Project Steering Group and their Terms of Reference are included as Schedule 1 and Schedule 2 to this Memorandum of Understanding.

**Counterparts**

- 13. This MOU may be signed in two or more counterparts (including by emailed PDF transmission) all of which together will constitute one and the same MOU.

**Not legally binding**

- 14. The parties do not intend the provisions of this MOU to be legally binding on the parties. The parties shall not be liable for any failure to perform the provisions of this MOU.

**DATED**

**2024**

Signed on behalf of **BULLER DISTRICT COUNCIL:**

\_\_\_\_\_  
Authorised Signatory

Signed on behalf of **CARNEGIE CULTURAL CENTRE INCORPORATED:**

\_\_\_\_\_  
Authorised Signatory

**SCHEDULE 1 - Project Steering Group**

- One Councillor Representative
- Two representatives of the Society
- Two Council staff members representing Council as building owner – To be confirmed

**Schedule 2 Terms or Reference**

**PROJECT STEERING GROUP - TERMS OF REFERENCE (TOR)**

<b>PORTFOLIO: Property</b>
<b>PROGRAMME: Capital Works</b>
<b>PROJECT: Carnegie Building seismic strengthening project</b>
<b>PROJECT OBJECTIVE: Carry out seismic strengthening and refurbishment of the Building so that it can be used as a community building.</b>

<b>APPROVALS</b>			
<b>NAME</b>	<b>POSITION/ROLE</b>	<b>SIGNATURE</b>	<b>DATE</b>
<b>Michael Aitken</b>	Sponsor – GM – Infrastructure Services		
<b>Pete Graham</b>	Chair – Carnegie Cultural Centre Incorporated (Society)		
<b>Simon Pickford</b>	Chief Executive – Buller District Council (on behalf of Council)		

**Purpose:**

The purpose of the Steering Group Terms of Reference is to:

- Establish the purpose, scope and responsibility of the Steering Group
- Provide clear and specific information on how the Steering Group is organised, who the members are, what the responsibilities and accountabilities of each member.

Set the parameters for the context and ground rules under which the Steering Group will operate



### Related Documents

- Council's Long Term Plan 2021-2031
- Council's Enhanced Annual Plan 2024-2025
- Memorandum of Understanding (MoU) – Carnegie Building seismic strengthening project (Council and the Society)

<p><b>Steering group TOR purpose</b></p>	<p><i>The purpose of this Project Steering Group (PSG) is to:</i></p> <ul style="list-style-type: none"> <li>• <i>Liaise with Heritage New Zealand Pouhere Taonga and specialist advisors on heritage conservation issues relating to strengthening and refurbishment of the Building</i></li> <li>• <i>Apply to Council for consent for the appointment of any person or entity to manage the Project. Council may require the project manager to enter into a formal agreement for provision of project management services on terms approved by Council.</i></li> <li>• <i>Undertake any consultation with the community that is required, subject to prior approval by the Council</i></li> <li>• <i>Obtain Council approval (in its capacity as owner of the Land and the Building) before any decision is made to tender or award any contract for the design and/or construction of the seismic strengthening and refurbishment works. Council approval must be obtained to the terms and conditions of any such tender or contract documents.</i></li> <li>• <i>Provide guidance to the project manager on behalf of the Society and Council.</i></li> </ul>
<p><b>Project context</b></p>	<p><i>Is in relation to the need to upgrade the building for its intended community use by meeting legislative requirements. Legislation requirements include but are not limited to:</i></p> <ul style="list-style-type: none"> <li>• <i>Building Act;</i></li> <li>• <i>Resource Management Act; and</i></li> <li>• <i>Heritage New Zealand Pouhere Taonga Act.</i></li> <li>• <i>Reserves Act</i></li> </ul>
<p><b>Steering group context</b></p>	<p><i>The group is to operate within the context of the MoU (Attachment 1)</i></p>



Membership	Name	Role	Project responsibility
	<i>Councillor – Rosalie Sampson</i>	<i>Chair</i>	<i>To represent the interests of Council</i>
	<i>Peter Graham</i>	<i>Society Member</i>	<i>To represent the interest of the Society</i>
	<i>TBC</i>	<i>Society Member</i>	<i>To represent the interests of Society</i>
	<i>TBC</i>	<i>Council Staff Member</i>	<i>To represent the interests of Council as building owner</i>
	<i>TBC</i>	<i>Council Staff Member</i>	<i>To represent the interests of Council as building owner.</i>
	<p><i>The PSG shall make its own arrangements for Secretarial Support.</i></p> <p><i>If a Project Manager is appointed that person will report to the PSG.</i></p>		
<b>Members expectations</b>	<p><i>The PSG members have a critical guidance role for this project. Although the Society and Council are ultimately accountable for the delivery of the project objective, this can only be achieved with the support, experience and insight of key individuals from within PSG.</i></p> <p><i>The PSG are required to provide guidance to the Society and Council. This goes well beyond the provision of technical expertise.</i></p> <p><i>All PSG members are expected to work together and ensure the project remains aligned with the MoU.</i></p>		
<b>Expected behaviours</b>	<p><i>The PSG members provide project leadership and need to demonstrate behaviours that reflect this position. This includes:</i></p> <p><i>Acting collaboratively and making decisions by consensus.</i></p> <p><i>Remembering that they are there to oversee the successful delivery of the project.</i></p> <p><i>Asking questions to ensure that they understand the implications for the project.</i></p> <p><i>Sharing their skills, experience and knowledge.</i></p> <p><i>Reading the papers and attend meetings regularly</i></p> <p><i>Actively listening to different perspectives from other PSG members.</i></p>		





<p><b>Meeting protocol</b></p>	<p><i>The Secretariat will provide administrative support for the PSG meetings, including inviting attendees, conferencing facilities, agendas, papers and minute-taking.</i></p> <p><i>Meetings will be held immediately prior to the joint Society and Council meetings (generally two monthly), at a location convenient to all parties.</i></p> <p><i>Regular meetings may be adjusted by the Chair from time to time to meet the needs of the project.</i></p> <p><i>The Secretariat will give notice of each regular meeting to each attendee at least [five]working days in advance.</i></p> <p><i>Meetings may be called by the Chair if urgent decisions are required. As much notice will be given as is possible and invitees are expected to make every effort to attend. In exceptional circumstances (at the Chair's discretion), papers may be distributed, and feedback made to the Chair out-of-session. Meetings can be held via Zoom (or equivalent) Video Conferencing</i></p> <p><i>All PSG agenda items must be forwarded to the PSG secretary by Close of Business (C.O.B.) five (5)working days prior to the next scheduled meeting.</i></p> <p><i>The PSG agenda, with attached meeting papers will be distributed at least three (3) working days prior to the next scheduled meeting.</i></p> <p><i>The Chair does not have the right to refuse to list an item on the formal agenda, and members may raise an item under 'Other Business' if necessary and as time permits.</i></p> <p><i>The minutes of each Project Steering Group meeting will be recorded and distributed by the secretary. They will be stored within Council's SharePoint and the link noted in the documents register.</i></p> <p><i>The minutes, including attachments, shall be provided to all PSG members no later than three (3) working days following each meeting.</i></p> <p><i>Should a member of the team be unable to attend a meeting, they must inform the PSG secretary and/or Chair as soon as possible prior to the meeting.</i></p> <p><i>Members shall, where practicable, nominate a substitute to attend a meeting if the member is unable to attend.</i></p> <p><i>The Chair will be informed of the substitution at least three (3) working days prior to the scheduled nominated meeting.</i></p> <p><i>The substitute shall provide relevant comments/feedback, of the PSG meeting to the member they are representing to the attended meeting.</i></p> <p><i>If the Chair cannot attend, they can nominate another Councillor to chair that that particular meeting.</i></p> <p><i>While decisions are to be consensus at least the Chair and one member from the Society and Council staff must attend the meetings from the membership list in this Terms of Reference.</i></p>
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## BULLER DISTRICT COUNCIL

25 SEPTEMBER 2024

AGENDA ITEM: 13

**Prepared by** Jamie Cleine  
Buller District Mayor

**Attachments:** 1. MTFJ Annual Report  
2. Regional Deals Strategic Framework  
3. Mayors Correspondence

### MAYOR'S REPORT

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#### 1. REPORT SUMMARY

This report is to provide commentary of significant events and meetings attended by the mayor. The Mayoral inwards and outwards correspondence is provided for information and discussion.

#### 2. DRAFT RECOMMENDATION

**That Council:**

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

#### 3. COUNCIL

##### 3.1 MAYORS TASKFORCE FOR JOBS (MTFJ)

MTFJ Buller recently completed its annual accountability report for the year ended June 2024. The full report is included as **Attachment 1**.

The 2023/24 year has been highly successful for MTFJ Buller especially given a significant slow-down in some sectors of the economy. This has required the team to work especially hard to identify new and innovative opportunities to support job seekers. A highlight of the year was the effort to build stronger brand recognition and profile. A key component of this was a collaboration with MTFJ Grey District to hold a Jobs Expo in both Westport and Greymouth. This was an outstanding success bringing together our industry partners as well as training and support providers with our target NEET's. Another highlight for me was visiting our young apprentices in their place of work and observing the pride and confidence they have in their craft. MTFJ Buller can be genuinely proud to have

supported so many young people into meaningful employment for themselves and enable them to be significant contributors to our community. For the future, and I see stronger relationships with secondary schools as important as we try and ensure every student leaving school has a plan to get into work. I also anticipate we will need to continue to enable career changers to adapt to changes in the local employment demand as they find opportunities to upskill.

Highlights included:

- Approved funding budget of \$325,000,
- \$323,862 was spent on delivery and jobseeker support.
- Jobseeker outcomes contracted target of 38 was exceeded, 41 sustainable outcomes achieved.
- 16 NEET (Not in Education, Employment or Training) and 25 Youth were supported by the programme.
- Significant engagement and relationship efforts with employers and potential NEETS throughout the year.
- Pastoral care has become an essential part of MTFJ delivery.

### **3.2 WATER REFORM UPDATE - LOCAL WATER DONE WELL (LWDW)**

The Local Government (Water Services Preliminary Arrangements) Act 2024 establishes the Local Water Done Well framework and the preliminary arrangements for the new water services system.

The legislation was enacted on 2 September 2024.

The Bill lays the foundation for a new approach to water services management and financially sustainable delivery models that meet regulatory standards.

Key areas included in the Act are:

- Requirements for councils to develop Water Services Delivery Plans by 3 September 2025.
- Requirements that Plans outline future water services delivery arrangements, and for councils to commit to an implementation plan.
- Requirements for councils to include in their Plans baseline information about their water services operations, assets, revenue, expenditure, pricing, and projected capital expenditure, as well as necessary financing arrangements, as a first step towards future economic regulation.
- Streamlined consultation and decision-making processes for setting up future water services delivery arrangements.
- Provisions that enable a new, financially sustainable model for Watercare, including the appointment of a Crown monitor for the interim regulation of Watercare.

- Interim changes to the Water Services Act, which mean the Te Mana o te Wai hierarchy of obligations in the National Policy Statement for Freshwater Management (NPS-FM) will not apply when Taumata Arowai sets wastewater standards.

I joined BDC staff in attending a webinar on 3 September hosted by Department of Internal Affairs which provided more detail on the requirements for Water Service Delivery Plans (WSDP). BDC staff are now working on preparing our WSDP to follow the legislation. Draft WSDP's require approval by Council for consultation. Councils must consult on the anticipated or proposed model for delivering water services in the Plan.

The Act sets out the alternative consultation and decision-making requirements for councils.

### **Local Government Water Services Bill**

The Government will introduce a third Local Water Done Well Bill in December 2024 that will establish the enduring settings for the new water services system.

The Local Government Water Services Bill will set out a range of changes to the water services delivery system and to the water services regulatory system.

This includes:

- New water services delivery models for councils to choose from, including new water organisations that can be owned by councils and/or consumer trusts.
- Minimum requirements for local government water services providers
- A new economic regulation regime for local government water services providers, to be implemented by the Commerce Commission
- Changes to improve the efficiency and effectiveness of the drinking water regulatory regime, and the approach Taumata Arowai takes to regulating the regime.
- Change in the approach to applying Te Mana o te Wai, affecting drinking water suppliers as well as wastewater and stormwater networks.
- A new approach to managing urban stormwater, including changes to improve the management of overland flow paths and watercourses in urban areas.
- Changes relating to wastewater environmental performance standards and national engineering design standards.

## **Taumata Arowai**

The West Coast Mayors, Chairs & Iwi group met with Taumata Arowai CEO Allan Prangnell in Greymouth to discuss proposed changes to the regulations that Taumata Arowai administer. These changes are yet to be finalised but indications from this meeting were that clear direction on regulatory changes would be within timelines for Councils 2025-34 Long Term Plan. Proposed changes of particular interest to Buller due to the impact these may have on capital and operational budgets include:

- Updates to acceptable solutions to meet drinking water regulations for smaller supplies. This is likely to be some form of “point of use” treatment at household level. A change such as this could raise the number of connections/population threshold at which a large municipal water treatment plant would be required.
- Changes to consenting processes and requirements for wastewater treatment plants. This is proposed to be a national standards approach which may reduce/standardise conditions imposed on treatment plant outfalls.

### **3.3 MINISTERIAL VISIT – HON MARK PATTERSON**

The Minister Rural Communities Hon Mark Patterson and MP Jamie Arbuttle visited Westport on 6 September as part of a series of community engagement visits. Mr Patterson also holds associate ministerial roles in regional economic development and agriculture. Council staff provided a briefing on Resilient Westport work and the masterplanning process underway. We also discussed regional economic development opportunities and the proposed regional deals policy of the government.

### **3.4 MANAHAU – SAND BARGE GROUNDING**

As was widely publicised in the media, the Westland Mineral Sands (WMS) owned sand barge Manahau ran aground on Carter’s Beach on 31 August/1September. The near 100m barge grounded at about midnight, at the time it had 11 people on-board, however was not carrying any cargo. The crew remained on the vessel and were frequently checked on for welfare throughout the incident. The barge remained intact, and there were no leaks or lasting environmental damage.

Following a discussion with local and regional authorities, Maritime NZ became the lead response agency for the incident. This was treated as a national level maritime response with a team of 10 people on the ground in Westport and a larger team supporting out of Wellington including the National Maritime Controller.

WMS were responsible for arranging the salvage/recovery operation which included support from suitable tugboats from the North Island. The re-float was successful on Friday 6 September, and the Manahau was towed to Port Nelson for assessment.

Councillors and the Independent Chairperson RAC, Sharon Roche were updated via zoom on 4 and 9 September on the incident and how any risk to council, the community and the environment was being managed. Councillors discussed and provided feedback on their perspectives of risk, legal advice sought, insurance cover, future port revenues, and relevant harbour regulatory functions and requested the risks continue to be monitored and recorded for reporting to the Risk and Audit Committee.

Separate investigations into the cause of the incident are underway by Maritime New Zealand, Transport Accident Investigation Commission and WMS.

### **3.5 REGIONAL DEALS – STRATEGIC FRAMEWORK**

The Government has launched a framework to establish Regional Deals between central and local government that will drive economic growth and deliver infrastructure. Regionals Deals have been a successful tool used in the UK and Australia to build stronger relationships between central and local Government and to co-ordinate investment to deliver the infrastructure needed for economic growth and productivity.

Regional Deals are expected to support long-term collaboration between central and local government, deliver a joint, long-term vision for regions, and will be focussed on economic growth and productivity, delivering resilient infrastructure, and improving the supply of affordable, quality housing.

I attended a Department of Internal Affairs webinar on Regional Deals on 17 September where the Strategic Framework was presented (see **Attachment 2**). The key points included:

- will be used to help coordinate capital investment between central and local government and will also be a tool to enable regions to utilise new and existing funding tools to fund and finance this infrastructure.
- Deals will have 30-year horizon with 10 strategic delivery plans.
- Are not a guarantee of funding (no new funding attached).
- Can re-allocate existing funding.
- Will require an oversight governing body at regional level.



- Five regions will be invited to provide a high-level plan before end of 2024. Of these five, one will progress through next steps to a signed agreement at end of 2025, others will enter a Memorandum of Understanding process to develop a regional deal over a longer timeframe. These will be Cabinet decisions.

Initial discussions have started with West Coast Mayors, Chairs & Iwi forum members on regional deals. If the West Coast is invited to participate, MCI is the likely forum to develop the local decision making steps that will come back to respective Council's for input/co-design of any deal.

#### **4. EXTERNAL MEETINGS**

##### **4.1 LGNZ SUPERLOCAL NATIONAL CONFERENCE**

The LGNZ national conference was held 21-23 August at Takina in Wellington. It is difficult to succinctly summarise the various presenters and note that much of the commentary from the Ministerial addresses has been well reported in media or is included in other council reports on specific topics.

I hosted a "fireside chat" with Hon Simon Watts, this involved questioning the Minister on Climate Adaptation policy on the main stage to set the scene for a keynote speaker on the subject.

What I considered the most relevant PowerPoint slides from the conference have been shared with Councillors.

The highlights/key points for me included:

##### **Rt Hon Chris Luxon – Prime Minister/ Hon Simeon Brown – Minister Local Government:**

- Local Government Funding Authority, alleviating pressure on council debt caps.
- taking a hard look at a range of rules and regulations that incur costs that central government directly loads onto councils.
- expect local government to do the basics and to do the basics brilliantly. Pick up the rubbish. Fix the pipes. Fill in potholes and maintain local assets quickly, carefully, and cost effectively.
- abolishing the four wellbeing provisions in legislation and restoring focus on local services and infrastructure.
- investigate performance benchmarks for local councils, similar to the approach some Australian states apply to their local authorities.
- investigate options to limit council expenditure on 'nice-to-haves'.

- review the transparency and accountability rules that apply to councils.
- exploring options for mayors to have independent staff advice, separate from their Chief Executives and council officers.
- councils can provide ratepayer relief by quickly setting up new water entities, spreading infrastructure costs more effectively, and reducing costs for consumers and ratepayers.

#### **Sarah Baddeley – Martin Jenkins (local government reform)**

- Four dimensions for decision makers to consider when making decisions on re-organisation of local government.
  - Community responsiveness
  - Scale of delivery
  - Financial sustainability
  - Strategic capacity
- Important to understand the community and how well we currently serve them.
- Make a solid case for change and bring community on the journey.
- Set out a clear decision-making framework.

#### **Simpson Grierson “new” future for local government**

- Limited to no crossover from previous government’s local government reform.
- There is no current proposal for structural reform of governance frameworks in New Zealand.
- Climate Adaptation/Natural Hazards – clarity developing over next 3-5 years. Insurance retreat will be key driver of change.
- Housing growth – RMA and Building act reform, regional spacial plans with reduced appeal rights

#### **Chapman Tripp – Climate Policy Progress**

- Inquiry by Finance and Expenditure Committee to develop and recommend objectives and principles for the design of a climate adaptation framework.
- Independent Reference Group established to support development of policy advice for the adaptation framework.
- Climate Change Commission due to provide progress report on the implementation and effectiveness of the first National Adaptation Plan
- Early 2025 expected introduction of legislation to support the climate adaptation, legislation expected end of 2025.

#### **4.2 TE TAI POUTINI PLAN (TTPP)**

The committee met on 29 August via zoom. This meeting was mostly to deal with the summary of submissions in relation to Variation 1, Activities on the Surface of Water to the proposed TTPP. This variation was undertaken to clarify that commercial and other activities associated with Westport Harbour and the Port of Greymouth are Permitted Activities. The Variation inserted a new Policy and new Rule and amended an existing Rule in the Activities on the Surface of Water – Chapter. The variation was notified for further submissions which closed on 14 September.

#### **4.3 RESILIENCE TO ORGANISED CRIME IN COMMUNITIES (ROCC)**

The ROCC group has made great progress recently with the procurement process well underway for suitable social services providers to deliver on the goals and aspirations of the governance group. I represent the West Coast Mayors on the four-person assessment panel, who determine the successful applications.

The Resilience to Organised Crime in Communities (ROCC) Community Resilience and Whānau Support Fund aims to support the development and implementation of community-led responses to the harms caused or increased by organised crime.

Applications were invited from those organisations whose mahi;

- creates community resilience to organised crime, and/or
- expands services to address methamphetamine harm, and/or
- provides support to whānau impacted by methamphetamine, and/or
- provides support to rangatahi at risk of being impacted by, or involved in organised crime, with a focus on people who use illicit drugs, and/or
- vulnerable whānau at risk from engaging in or being the victims of organised crime, and/or
- rangatahi impacted by, or at risk of being impacted by methamphetamine and/or organised crime.

On the 10 September I attended a full day assessment panel meeting in Nelson to discuss the proposals and confirm the proposals to be contracted. Ministry of Social Development officials will now work with the selected organisations to contract the programmes and close out the first procurement process.

## 5. LOCAL EVENTS & OTHER RELATIONSHIP MEETINGS

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

- DWC Annual Public Meeting, I attended via zoom. This was to present the highlights of the year for DWC.
- Federation Mining, Vice President Simon Delander. I received an update on the Snowy River mine project and Reefton workers accomodation
- Networking Lunch, Air NZ Board. This was an opportunity to discuss the importance of regional connectivity and tourism. The board described some of the airlines' challenges and future strategy.
- Promoting Buller Group Chairperson, Jessie Creedmore. Jessie is now leading this group and building understanding and relationships with key stakeholders in promoting Buller.
- ICB, I attended the monthly meeting.
- Coasters Club Christchurch, Hosted by His Worship the Mayor of Christchurch Phil Mauger. I attended alongside Mayor Gibson and Mayor Lash. We each provided a presentation to the attendees on positive developments in our districts.

## 6. CORRESPONDENCE

For Council consideration (**Attachment 3**)

Incoming Correspondence 2024	From	Subject
14 August 2024	Karamea Historical Society	Invitation to Karamea 150 <sup>th</sup> Celebrations
3 September 2024	Hon. Simeon Brown	Local Government (Water Services Preliminary Arrangements) Act
16 September 2024	Hon Karen Chhour	Response letter - request for support – Family Start West Coast providers
Outgoing Correspondence 2024	To	Subject
23 August 2024	Hon Karen Chhour	Family Start West Coast Providers – Request for Support (GDC, WDC & BDC)
16 September 2024	Nicky Fowlie	Letter of Thanks – Inangahua Hall Sub-Committee

# Employment Programme

## End of Financial Year Report to 30 June 2024

**MTFJ: Buller District Council – Buller REAP**



## Buller Mayor Jamie Cleine

*It has been another very successful year for MTFJ Buller especially given a significant slow-down in some sectors of the economy. This has required the team to work especially hard to identify new and innovative opportunities to support job seekers. A highlight of the year was the effort to build stronger brand recognition and profile. A key component of this was a collaboration with MTFJ Grey District to hold a Jobs Expo in both Westport and Greymouth. This was an outstanding success bringing together our industry partners as well as training and support providers with our target NEET's. Another highlight for me was visiting our young apprentices in their place of work and observing the pride and confidence they have in their craft. MTFJ Buller can be genuinely proud to have supported so many young people into meaningful employment for themselves and enable them to be significant contributors to our community. For the future, and I see stronger relationships with secondary schools as important as we try and ensure every student leaving school has a plan to get into work. I also anticipate we will need to continue to enable career changers to adapt to changes in the local employment demand as they find opportunities to upskill.*





## Funds invested in the community

*Please include an overview of your spend here:*

MTFJ Programme Income:	\$325,000.00
Other Income:	N/A

<b>Gross Profit (ex gst):</b>	<b>\$325,000.00</b>
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### Operating Expenses (ex gst)

Administration & Travel:	\$30,153.00
Overheads:	\$73,709.73
Salary & Wages:	\$107,523.00
Jobseeker Support:	\$111,477.09
Employer Support:	

<b>Total Operating Expenses (ex gst):</b>	<b>\$323,862.82</b>
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**Net Profit / Funds Returned (ex gst):**

## Outcomes for the community

*Please include some high level outcomes here:*

- Total employment placements made: **41**
- NEETs: **16**
- Youth: **25**
- Youth with Disability: **0**
- Adults with Disability: **0**
- Disadvantaged: **1**
- Top 3 ethnicities of placements: **NZ Euro, Maori**
- Top 3 industries of placements: **Retail/Hospo, Construction, Mining**
- Total number of registered jobseekers: **64**
- Total number of registered businesses: **44**



# An Employment Story

January 2024 - Emily reached out for our help, she was living in the North Island and wanted to relocate back home to her family. She had a little experience with painting and plastering and was eager to pursue this as a career.

Feb 2024 – MTFJ contacted a Reefton based firm called PPS (Painting Plastering Solutions) who had work opportunities in Westport and wanted to increase their workforce there.

March 2024 – After meeting with PPS, Emily was offered a full-time position which has now led to an apprenticeship and her having her own work vehicle.

MTFJ supported Emily with PPE, tools and tablet to enable her to study for her qualification.

While Emily never expected anything more for us, she showed great resilience and maturity to make a great future for herself. We know she is extremely grateful at being given an opportunity to do something she loves, and it shows in her enthusiasm on our visits to her workplace and how thrilled she was on meeting Mayor Jamie.



# A Driver Licence Story

Our ability to deliver driver licencing is quite limited. Because we are based at Buller REAP and they hold the MSD contract for licencing this limits our access to job seekers. We try to capture those that come to us separately but often they have already been to referred to REAP by MSD.

However, we are now working with Buller High School about providing learner licence programme for senior students. This is likely to be later term 3.



# Ministry of Social Development Partnership

Our biggest challenge continues to be jobseeker engagement – even after being referred to us by MSD. A large number don't respond to email or text and only half attend their first appointment with us. There is still reluctance to participate in courses we facilitate.

Case Manager communication has improved, and we give feedback on all referrals received from them. Better knowledge of what MTFJ does is needed for some and that is something we are currently working on. We are hoping to attend their staff planning meetings to ensure everyone is up-to-date with how we can support jobseekers. Workbroker relationship continues to be very strong and face-to-face meetings are held fortnightly.

We invited MSD staff to be involved in our Employment Expo recently, this gave them better public exposure in a fun environment.

Our new video showcasing Buller MTFJ will feature Westport's MSD manager.



# Partnerships & Collaborations

## Reefton Area School

The Mayor's Taskforce for Jobs has supported our students in many ways and has supported our young people gain employment. We had a Year 13 student who had completed a year of Gateway with a local business. When he was offered paid work the Mayor's Taskforce worked with employer supporting them to provide equipment, clothing and tools for their new employee.

One of the Mayor's Taskforce members spent a day in school supporting senior students to prepare, write and print their CVs. This support meant the students had professional looking CVs that included information the students would not have considered relevant.

Senior students have been able to take part in a variety of courses to support their career pathways because of funding provided by the Mayor's Taskforce for Jobs. Some of these courses were Rugby Coaching, Health and Safety and Fencing. This support means that our students can complete courses that support their career pathways and make them more likely to gain employment. Supporting employers by purchasing equipment their employees require makes local employers more likely to employ young locals.

## Sue Bass - ACTING PRINCIPAL Reefton Area School

## Te Hono

Over the last 11 months I have worked aside Ruby Eriksen in a very professional and positive matter regarding the support of youth in the Buller area. We have collaborated well with set meetings on reviewing clients we have both supported under MJTF and Te Hono. I look forward to working aside both Julie and Ruby more to support all our agencies on the Westcoast.

## Stephanie Stephens - West Coast Youth Pathways Advisor



# Partnerships & Collaborations

## Buller REAP

For Buller REAP to subcontract the MTFJ from the Buller District council has strengthened our partnership the Mayor and council. Both Julie and Ruby have brought different skills to our team and for youth that are already working in our space have connections with the MTFJ team. This support their transition from different youth program's into job seekers as they already have a connection with Ruby and Julie.

### Mary-Rose O'Loughlin: Manager - Buller REAP

Ruby has been an amazing asset to have in our youth services sector. She is always one of the first to put her hand up to support however she can within services, events, and activities. Ruby is constantly attending our Youth Services Networking meeting each term and keeping us all up to date on all the fantastic things MTFJ is doing. It's great having that connection to ensure the youth have someone to walk through the services together.

### Tessa Spillane: Kawatiri Youth Services Co-Ordinator – Buller REAP

Ruby is such an asset to have to the Buller REAP team and has been a huge support to me and my young clients wanting to get into the workforce. She has made my clients feel so comfortable and supported in their own personal journeys and seeing the positive outcomes of the clients is a credit to her hard work. Its been a pleasure working alongside Ruby and looking forward to working with her in the future.

### Hanna Nicholas: Youth Serices – Buller REAP



## Testimonials – Jobseekers

MTFJ have been absolutely amazing, the support they provide is great and they are so nice and easy to get in touch with. I have recommended them to one of my colleagues whose son is struggling.

“Thank you so much for everything!”

**Emily: Apprentice Plasterer - PPS Solutions**

Thank you so much MTFJ for all the support in helping me find employment and also helping me in supplying the gear for my new job that I would not of otherwise been able to afford, it is extremely appreciated.

**Kier: Adams Construction**

MTFJ have supported me with sessions with a mental health expert to help me get back into the working environment. I got into work and they supplied my work clothes! Couldn't have made it this far without the help and endless support from the team!

**20yr old job seeker (wished to remain anonymous): Retail**





## Testimonials – Employer

*Thank you and your team for supporting our young job seekers into full time employment, they are grateful to have received vouchers to provide them with the warm clothing needed, assisting, and funding their licenses and not to mention the personal pastoral care you have provided some.*

**Cheyenne Amai – Branch Manager Talley’s Westport**

*I wanted to take a moment to express our sincere gratitude for the invaluable support you provide in funding our apprentices. Your commitment to nurturing talent and investing in the future workforce is commendable and makes a significant difference in our community. Once again, thank you for your ongoing support of our apprentices.*

**Jhai Forsyth – Coastal Construction (Westport) Ltd**

*“Working with MTJF has been a game-changer for us. Their exceptional support in supplying tools, personal protective equipment (PPE), and managing driver licensing has greatly enhanced our team's efficiency and safety. We are grateful for their dedication to providing the resources we need, which has allowed us to focus on what we do best. MTJF is a vital partner in our success.”*

**Heather O’Toole – Jennian Homes Westport**



## Conclusion

2024-2025 was a very satisfying year for Buller MTFJ and we ticked off everything on our bucket-list from delivering or funding workshops and short courses, creating a fantastic employment expo, forming relationships with jobseekers, schools, businesses and agencies, building strong connections with other MTFJ, to mention a few – it's been a great 12 months and we are proud of what we have accomplished.

End of June 2024 seen us achieve exceed our target of 38 outcomes to reach 41 job placements. Going into July 2024 we are very confident about what we have in place for this round. Lots of preparation has gone into this coming year and we are planning for to be our best yet.

Pastoral care has become an essential part of our MTFJ delivery. As well as using her own skills, Ruby has developed very strong relationships with jobseekers and has gained the confidence and trust with those looking for work. We have strengthened our ties with various agencies that can give jobseekers specialised help if needed.

Delivery of several courses in the last few months has made it extremely busy and rewarding. These have included the Dress to Impress, Let's Go Project, ITS – Barista & Verticle Horizons – Chainsaw.

After some resistance we have had a successful outcome with Buller High School. We will hold drop-in sessions there fortnightly and we will help fund a Learner Licence programme and First Aid course for senior students.

Our MSD partnership continues to be very solid, there are regular meetings with our workbroker, and planned discussions in the Westport office with case managers to ensure they know all we can offer.

The smaller towns are harder to tap into and some of the smaller rural settlements offer little jobwise. Reefton school however works very actively with us otherwise it's very difficult to find and engage with jobseekers as they tend to isolate themselves.

The next 12 months is going to be a busy, exciting and rewarding!



# Our Year in Pictures

Coast Employment Expo: 44 Employers & Agencies



ITS: Hot Chocolate & Barista Basics course





# Our Year in Pictures

## August



Jenkins Construction – Apprentice tools  
 Bathurst Mining – Apprentice tools  
 Ashby Builders – Apprentice tools  
 Shosha Ltd - Uniform  
 Tai Poutini students

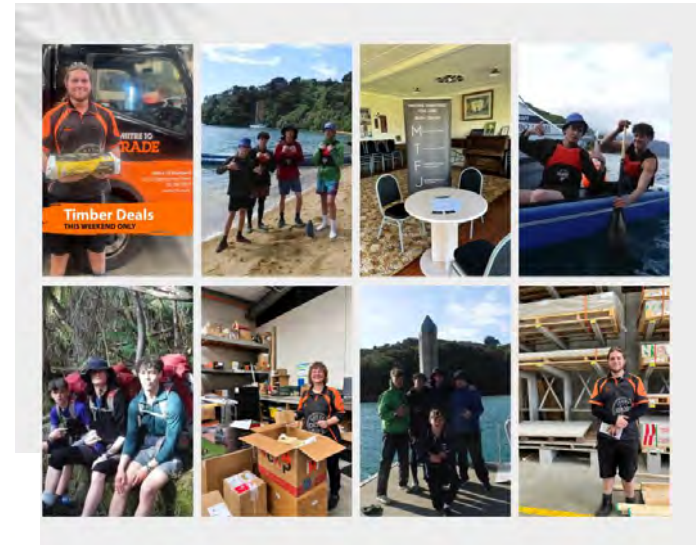
## September



Carters Beach Holiday Park – Uniform  
 Anything Mechanical – Apprentice tools

Reedys Farm – PPE  
 Jae’s Café – Uniforms  
 Postie Plus - Uniform

## October



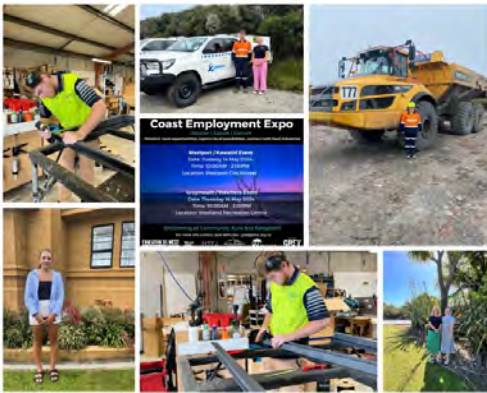
Karamea Students - Outward Bound  
 Mitre 10 – Footwear, licences

## November 2023



# Our Year in Pictures

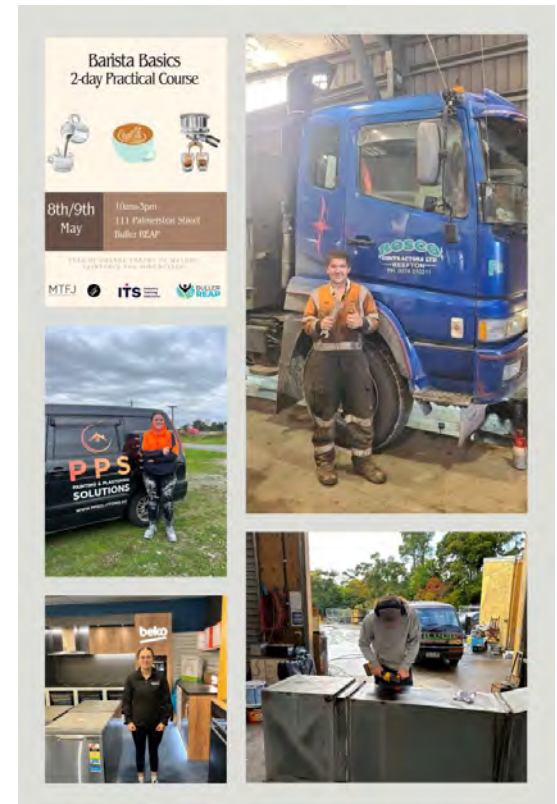
## December & January



## February



## April



TRT Builders – Apprentice tools  
 Orica – Tools  
 Doug Hood – PPE  
 Gibby's café - Uniform



Charleston Tavern – Tools & PPE  
 Jennian Homes – Tools  
 Adams Construction – Tools  
 Coast Outdoors – Uniform

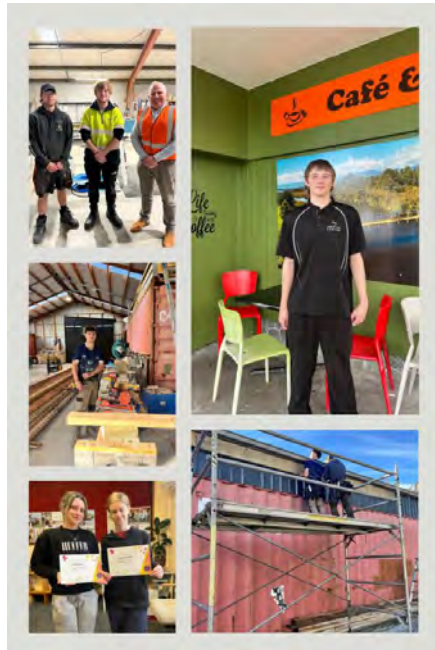
Roscops – Tools  
 PPS – Uniform & Tools  
 Coastal Construction – Tools  
 Ellerys – Uniform & Clearhead





# Our Year in Pictures

May



TRT Builders – Apprentice Tools  
Gibbys Café – Uniform  
Adams Construction - Tools



# Our Year in Pictures

## Chainsaw course



## Dress to Impress



## Let's Go Project





# REGIONAL DEALS

## Strategic Framework



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# Foreword

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I am excited to be introducing this new opportunity for how central government, local government and the private sector can be working together to deliver for communities.

We are facing significant economic challenges, including the affordability of housing and how we provide for critical infrastructure. These challenges affect all of us, whether we are living in urban, regional or rural areas. We have been elected as a Government to address these challenges and find practical solutions to fixing them.

Central and local government have powerful tools and mechanisms at their disposal to meet these challenges, unlock economic growth and boost productivity. Regional deals will be a practical and enduring way to ensure that these tools and mechanisms are used in a coordinated way to ensure we are doing everything we can to support New Zealanders

Regional deals will unlock growth in specific geographic areas by providing a regional-level approach. They will focus on funding and financing tools, regulatory relief mechanisms, efficient and innovative use of existing funding and planning mechanisms and improved central government coordination. The deals will align with local government's 10-year planning cycles, allowing for more effective delivery and shared objectives and outcomes. They will reset systems to enable local government, with central government support, to deliver for communities.

Regional deals provide an opportunity for central and local government to agree on joint priorities, and how they wish to accomplish common objectives. Deals are about doing things differently, making the best use of what we already have, and empowering local authorities to support growth for their communities.

This Strategic Framework is just the beginning of this exciting journey to implement an effective and enduring regional deals model for New Zealand. I'm excited about the potential of this new way of doing things and looking forward to working together with local government to deliver the infrastructure investment and economic growth our communities are asking for.



**Hon Simeon Brown**  
**Minister of Local Government**

# Contents

<b>Executive Summary</b>	<b>4</b>
Introduction and purpose	7
Context	7
What are Regional Deals?	8
<b>Regional Deals in New Zealand</b>	<b>9</b>
Regional deals: enabling, empowering, enduring and adaptable	10
Foundational components of Regional Deals	10
Objectives and outcomes	11
Guiding principles	12
Regional Deal partnerships	13
Central and local government	13
Private sector	13
Māori organisations and entities	13
Unlocking funding and financing tools, providing regulatory relief mechanisms and coordination	14
<b>Leadership and Strategic Direction</b>	<b>15</b>
Leadership and strategic direction	16
Oversight bodies	16
Implementation and delivery	16
Monitoring, evaluation, and accountability measures	17
<b>Timeframes and Sequencing</b>	<b>18</b>
Timeframes	19
Deal-making milestones	19
Sequencing	22
<b>Region Selection</b>	<b>23</b>
High level criteria	24
First wave or tranche	25
Subsequent waves or tranches	25
<b>Sources</b>	<b>26</b>

# Executive Summary

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# New Zealand's economic growth and the prosperity it affords to communities goes hand in hand with the growth of our regions

To be a world-class, competitive actor in the 21st century, our regions need to be productive and efficient in the use of their resources and tools. Unlocking economic opportunities will require all levels of government to define shared priorities, actions, and timeframes, and consider all available levers at their disposal to support improved regional economic outcomes. It will also require developing optimal conditions for collaboration with the private sector.

The Speech from the Throne set out the Government's intention to partner with local government to create Regional Deals. Regional Deals provide a long-term approach to address some of the underlying issues impacting economic development and productivity by providing a focus on regions as integrated economic areas.

This strategic framework sets out the Government's expectations for Regional Deals and criteria for selecting regions for deals. Development of this framework includes consideration of local government objectives for Regional Deals as set out in Local Government New Zealand's *'What communities need from the framework for city/regional deals'*.<sup>1</sup>

Regional Deals will be based on a 30-year vision, with negotiated 10-year strategic plans to deliver shared objectives and outcomes between central and local government. Deals will be long-term commitments, intended to endure, promoting economic growth and productivity, delivering connected and resilient infrastructure, and improving the supply of affordable, quality housing.

Regional Deals will be a vehicle for greater regional collaboration and coordination, improved local government decision-making and funding and financing, promoting innovative and collaborative ways of working between central and local government, and ensuring resilient cities and regions. They will provide a holistic approach to aligning and delivering agreed outcomes tailored to local conditions and national priorities. The regional deals timeframe includes reviews and evaluation of outcomes to ensure deals continue to reflect current needs.



## Priority Objectives

Building economic growth

Delivering connected and resilient infrastructure

Improving the supply of affordable and quality housing

## Secondary Objectives

- Greater regional and private sector collaboration
- Improved local government decision-making and funding
- Promoting innovative and collaborative ways of working between central and local government
- Ensuring resilient and sustainable cities and regions

## Guiding Principles

To ensure a consistent approach across all Regional Deals, the following principles will apply:

- **partnership**
- **adaptability**
- **certainty of decision-making and funding and financing**
- **accountability and transparency**

Partnerships will involve central and local government, with opportunities for the private sector and iwi/Māori to participate.

Regional Deals will require sustainable funding and financing to develop and implement. Central and local government presently face fiscal constraints, but central government will unlock a range of funding and financing tools (existing and new), regulatory relief, and regional-central government coordination to support the deals.

Regional Deals will be led by Ministers as the main interface with local government leadership. Ministers will have delegated decision-making authority and will manage alignment across portfolios, ensuring that all necessary central government levers are available in support of the system.

Once a deal is finalised, central and local government partners from the region will establish an oversight body. The composition and membership of oversight bodies will be agreed by both parties and will have independent chairs, and senior partner representatives. Involvement of the private sector and iwi/Māori entities will be encouraged.

Regional Deals will be finalised in a staged 'waves' approach, with the first deal finalised in 2025.

## Introduction and Purpose

This strategic framework for Regional Deals is the first step for giving effect to the National Party manifesto commitment and the National and ACT New Zealand coalition agreement commitment to institute long-term regional deals. This commitment is also reflected in the Speech from the Throne for New Zealand's 54th Parliament.<sup>2</sup>

The framework is a guide for discussions between central government and councils (territorial and regional authorities), and relevant private sector entities (including domestic and international investors), to deliver Regional Deals in support of shared objectives and outcomes.

## Context

Current settings do not support local government to foster economic growth in their regions. Councils' existing funding and financing tools are an example of this, where councils are not rewarded for economic growth. Instead, increased tax revenue from local growth flows to central government, not local government. In practice, this means that councils and ratepayers are bearing the costs of growth. In many cases, local communities are either unable or unwilling to embrace growth and development, leading to local decisions that impede economic growth and contribute to New Zealand's significant infrastructure deficit and unaffordable housing market.

This misalignment is also reflected in central and local government's budget cycles: whereas central government operates on yearly budget cycles, local government makes most significant funding decisions through 10-year plans, produced every three years. This makes securing long-term public funding for infrastructure challenging, which in turn translates into reduced certainty for capturing private investment.

New Zealanders are facing significant affordability challenges. For example, New Zealand ranks amongst the least affordable housing markets in the OECD, with inflation-adjusted house prices rising by 256 percent between 2000 and 2021.<sup>3</sup> Addressing housing affordability will require strong and aligned central and local government leadership to unlock more land for housing developments, to unlock funding and financing tools for councils, and to develop the right local incentives to encourage housing growth.

Affordability is also reflected in the infrastructure our communities need to thrive and prosper. New Zealand has a significant infrastructure deficit, driven by a combination of historic underinvestment and future challenges like servicing a growing population and decarbonising the economy.<sup>4</sup> Building bridges, sewerage systems, roads and water supplies has also become increasingly expensive for councils.<sup>5</sup>

Addressing affordability and cost of living issues requires an all-of-New Zealand approach, where central and local government work together to identify and mobilise all available funding and financing and policy levers in a way that better incentivises and distributes the benefits of economic growth.

Regional Deals, will provide an opportunity to focus on getting the basics right by supporting regions to deliver the best for their communities, and the country as a whole.

# What are Regional Deals?

**Regional Deals will be based on a 30-year vision, with negotiated 10-year strategic plans to deliver shared objectives and outcomes between central and local government**

Regional Deals will be based on a 30-year vision, with negotiated 10-year strategic plans to deliver shared objectives and outcomes between central and local government. Deals will be long-term commitments, intended to endure, to promote economic growth and productivity, delivering connected and resilient infrastructure, and improving the supply of affordable, quality housing. To better deliver shared objectives and outcomes between central and local government, the deals will align with local government 10-year planning cycles rather than central government's three-year planning cycles.

Regional Deals will be a vehicle for greater regional collaboration and coordination, enhanced private sector involvement, improved local government decision-making and funding and financing, promoting innovative and collaborative ways of working between central and local government, and ensuring resilient cities and regions. Deals will work to unlock economic and regional growth, remove regulatory bottlenecks, and support investment in infrastructure funding and provisions, in exchange for a commitment of planning liberalisation. This will provide better value for ratepayers and taxpayers who are one and the same.

By working together through a Regional Deal, central and local government will aim to provide a more strategic vision for how to enable and support economic growth in New Zealand, while generating greater certainty and long-term stability for public- and private-sector investments.

**Implementing deals will create system change through:**

- enabling competition for growth between regions;
- promoting the best use of planning processes for growth;
- ensuring the right incentives drive growth, including unlocking potential new revenues for local government; and
- certainty over future investment pipelines.

# Regional Deals in New Zealand

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# Regional Deals will be enabling, empowering, enduring and adaptable

Regional Deals will empower local government and enable them to achieve their objectives. While Regional Deals will include specific central governmental priorities and objectives, projects and investments within each deal will be identified regionally through available spatial planning instruments. Regional Deals will coordinate and align central government work programmes and levers, bringing together solutions.

Regional Deals will need to be both enduring and provide the certainty needed to attract and retain the necessary investments to deliver change, especially over several central and local government electoral cycles. They will also need to be adaptable and evolve to different circumstances. To balance these competing requirements, deals will need to be made in a high-trust environment between central and local government. They will need to have strong political commitments to create enabling policy, regulatory and funding and financing environments, followed by contractual arrangements with providers. They will also need to provide for prioritisation and sequencing of investments in a way that aligns with agreed-upon objectives and outcomes.

## Foundational components of Regional Deals

Though each Regional Deal will cater for local priorities, they will share the following foundational components:

- A defined economic/geographic area;
- a 10-year strategic plan with clear outcomes sought and the actions required to achieve them;
- decision-making arrangements, delivery timeframes and accountabilities;
- the capital and operational investments required;
- performance metrics with monitoring and reporting requirements; and
- regulatory and institutional settings to support the deal.

‘Regions’ in the context of Regional Deals could be regional, sub-regional or another appropriate scale, so long as they are defined economic and geographic areas with functional local authorities.

# Objectives and outcomes

This framework includes the following priority and secondary objectives for central government to pursue across Regional Deals in New Zealand. The objectives aim to focus both central and local governments to build economic growth.

Priority objectives	Outcomes
Build economic growth <sup>7</sup>	<ul style="list-style-type: none"> <li>• Increased jobs and skills</li> <li>• Improved standard of living</li> <li>• Increased productivity</li> </ul>
Deliver connected and resilient infrastructure <sup>8</sup>	<ul style="list-style-type: none"> <li>• Better connected communities and businesses through infrastructure</li> <li>• Infrastructure built (and identified investment in support of it) is more resilient against the impacts of natural hazards and climate change</li> <li>• Infrastructure built enables development, including housing objectives</li> </ul>
Improve the supply of affordable, quality housing	<ul style="list-style-type: none"> <li>• Increased supply of build ready land (both greenfield and brownfield), including ensuring the necessary infrastructure is in place for development.</li> <li>• Improved housing affordability for rental and home ownership</li> </ul>
Secondary objectives	Outcomes
Greater regional and private sector collaboration	<ul style="list-style-type: none"> <li>• Better connections across regions, between urban and rural communities to allow for economic growth, infrastructure delivery, and improvements in the supply and quality of our housing, and improved collaboration with the private sector.</li> </ul>
Improve local government decision making and funding and financing	<ul style="list-style-type: none"> <li>• Local government can use an increased mix of funding tools to fund local infrastructure (water, transport, community infrastructure), housing and growth.</li> </ul>
Promote innovative and collaborative ways of working between central and local government	<ul style="list-style-type: none"> <li>• Levels of government work more effectively and efficiently because of innovative processes.</li> <li>• Central and local government have increased agility to respond to changing conditions.</li> </ul>
Ensure regions are resilient and sustainable	<ul style="list-style-type: none"> <li>• Communities are better prepared for the future, including being able to plan and manage our natural and built environment.</li> </ul>

Given the current constrained fiscal environment, Regional Deals will initially be focused on the priority objectives. Central and local government will need to agree on what projects will be best placed to support these objectives, which could involve trade-offs and priority setting as regional deals are negotiated.

Specific outcomes for Regional Deals will need to be agreed between deal partners, allowing for iteration of the deal over time. Identifying outcomes requires an in-depth understanding of the regional economic and social conditions, and the projects and activities that will unlock opportunities and growth.

Through a Regional Deal partners will agree an approach for monitoring progress against these objectives and outcomes. More detail is in the **monitoring, evaluation and accountability mechanisms** section.



# Guiding Principles

**Guiding principles ensure a consistent approach across all Regional Deals. This framework includes four principles to guide how the deals should be undertaken to achieve the desired objectives and outcomes**

## **Partnership**

Regional Deal partners will work in good faith on a no surprises basis to develop long-term, high-trust partnerships that clearly reflect shared long-term objectives and outcomes, and strong commitments to work together. Partnerships will involve central and local government, with opportunities for the private sector and iwi/Māori to participate.

## **Adaptability**

Regional Deals will be adaptable to meet the pace, scale and nature of proposals. They will consider the capability and capacity and readiness of different partners to deliver.

## **Certainty of decision making and funding**

Regional Deals will aim to improve clarity around decision making processes and funding and financing to ensure the integration of long-term strategy and planning. Certainty from Regional Deals will also aim to attract and retain private sector investments.

## **Accountability and transparency**

Regular reporting, monitoring and evaluation mechanisms will hold partners to account, will ensure public awareness of outcomes, and will measure success and provide for lesson learned.

# Regional Deal Partnerships

**Regional Deals will primarily be between central and local government, with participation as appropriate from other partners, including the private sector and Māori/iwi organisations**

Regional Deals will reflect the guiding principle of ‘partnerships’. It will be critical for trust between partners to be built early so it enables agreement over joint priorities and ways of working, to ensure smooth project implementation.

## **Central and local government**

Regional Deals will be a tool used to help unlock funding and financing tools, provide regulatory relief, and be supported by regional-central government coordination. Local government will provide its unique place-based knowledge and apply the necessary planning, funding and financing, and other regulatory processes to ensure successful delivery of projects.

Central and local government will agree on joint priorities and projects and identify how they will each mobilise their individual levers and tools to support Regional Deals. Partners will agree initially to a limited number of projects (five) to progress as part of a Regional Deal.

Both central and local government partners will be able to mobilise existing working relationships as foundations for their Regional Deals, especially when it involves complex, large-scale projects.

## **Private sector**

The private sector’s expertise and investment capability will be a key component of Regional Deals. Private sector entities involved in a deal will have the opportunity to access new central government levers, leading to cost savings and new growth opportunities.

Combined commitments from central and local government will be aimed at creating an enabling investment environment to attract private sector capital where appropriate, and engagement with the private sector at the earliest possible stages is recommended.

## **Māori organisations and entities**

There is significant potential for Māori organisations and entities to be involved in Regional Deals. The framework encourages local government to engage early with Māori organisations and entities to identify opportunities to partner with Māori, to attract iwi investment, and to use Māori/iwi expertise in Regional Deals and projects under Regional Deals. Regional Deals will also need to honour pre-existing Treaty of Waitangi obligations.

# Unlocking funding and financing tools, providing regulatory relief mechanisms and coordination

This framework proposes that the Regional Deal system initially follow an approach that combines:

- unlocking funding and financing tools;
- regulatory relief mechanisms;
- efficient and innovative use of existing funding, financing and planning mechanisms; and
- improved central government coordination.

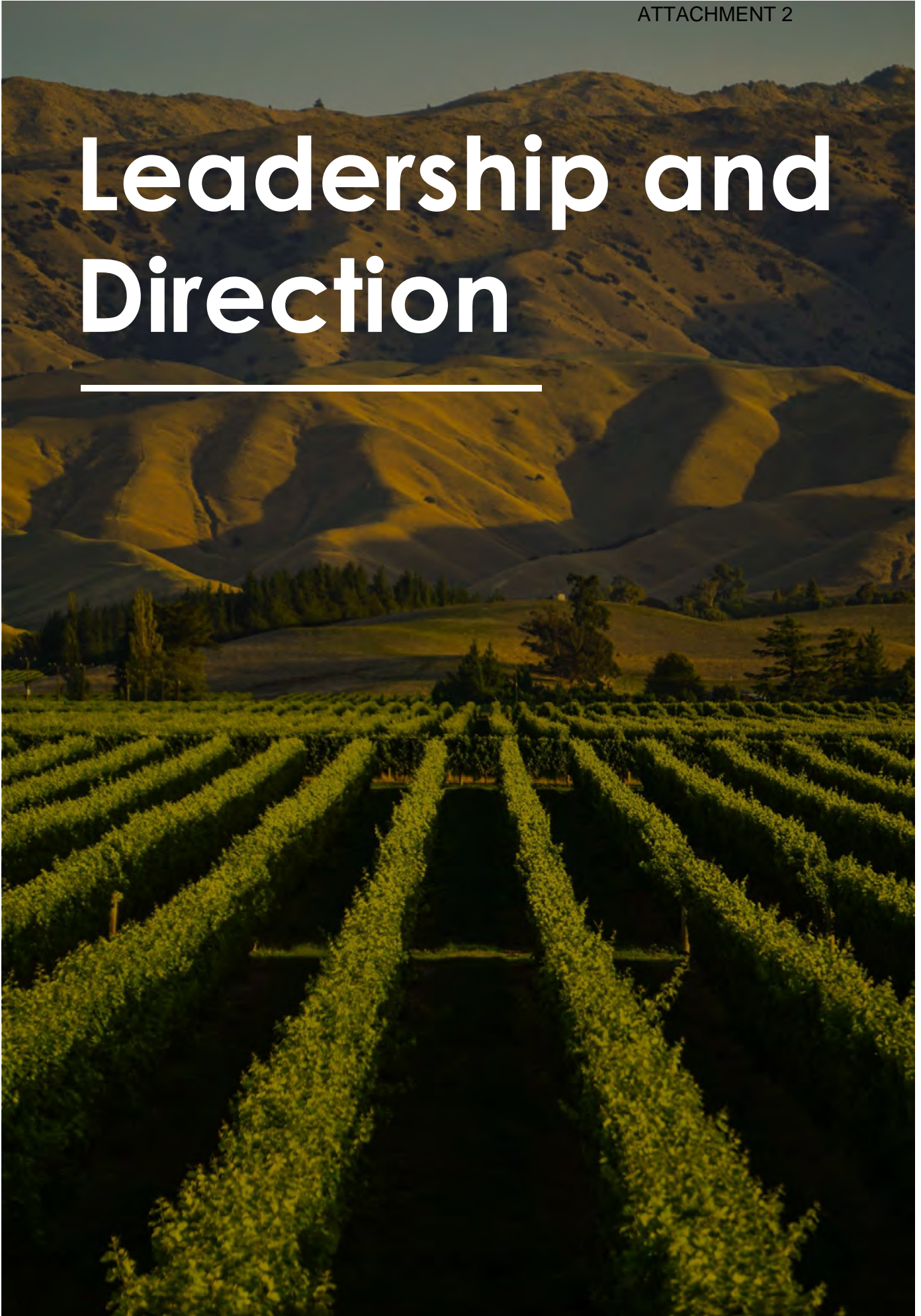
**To support Regional Deals, central government and local government will work together to enable a range of options. Potential options could include:**

1. a clear commitment to support agreed projects across agency investment pipelines and coordination of capital commitments to funding for transport, schools, hospitals and other aspects of growth relevant to the region;
2. enabling new user charges, value capture, targeted rates, tolling and congestion charging, an enhanced Infrastructure Funding and Financing Act;
3. proposals for the reallocation of existing government funding (e.g. from the International Visitor Conservation and Tourism Levy);
4. enhanced Going for Housing Growth payments which could include a share of GST for local government;
5. sector specific commitments, which could include sharing royalties generated by new and reestablished exploration of the mineral estate, or other forms of regional economic development; and
6. specific legislative changes to be advanced through legislation.

Regional Deals will need to align with local government planning and budgetary cycles including long-term plans and are not intended to supersede independent decisions made by government funding agencies. Regional Deal partners will still need to follow regular funding application and approval processes as set out by relevant agencies.

# Leadership and Direction

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# Strategic leadership and direction, oversight and delivery structures for Regional Deals

## Leadership and strategic direction

Leadership and strategic direction over Regional Deals will be provided by both local and central governments. The Infrastructure and Investment Ministerial Group will provide this direction for central government. This Ministerial Group will have delegated decision-making authority and will manage alignment across portfolios, ensuring that all necessary central government levers are available in support of the system, as well as interfacing with local government leadership.

The Infrastructure and Investment Ministerial Group will be supported by the Department of Internal Affairs with support from relevant agencies as required.

## Oversight bodies

Once a deal is finalised, central and local government partners from the region will establish an oversight body for the Regional Deal. The composition and membership of the oversight bodies will be agreed by both parties and will have independent chairs, and senior partner representatives.

Because Regional Deals could build on existing relationships between central and local government (such as those in support of urban growth), oversight for Regional Deals will need to consider and align with existing oversight arrangements. Initially, the oversight bodies might be extensions of existing structures.

Because private sector investment and expertise will be critical for the success of Regional Deals, these oversight bodies will be encouraged to consider involvement of the private sector.

## Implementation and delivery

Decisions regarding the implementation, delivery and evaluation of Regional Deals is contingent on further policy development, discussions with local government and delivery bodies, and the New Zealand Infrastructure Commission's development of a National Infrastructure Plan.

This framework envisages that initially each deal will have the support provided by a central government delivery agency (or agencies) who will coordinate central government and receive input from local government delivery agencies. Delivery agencies will optimise and manage effective prioritisation/sequencing of project milestones, and support procurement and delivery models for delivering infrastructure.

Entities involved in implementation and delivery will also lead on monitoring and evaluation.

## **Monitoring, evaluation, and accountability measures**

A framework for monitoring, evaluating and accountability mechanisms will be developed for all Regional Deals to allow for comparisons and consistency across deals. Bespoke performance indicators for each deal, including metrics and a baseline – against which progress can be assessed on a regular basis – will need to be negotiated between partners and included in the deal. Continuous evaluation and negotiation of new commitments will occur over the lifetime of the deal.

In considering these mechanisms, partners will need to consider:

### **Complexities in evaluating the impact of deals**

For example, outcomes related to economic growth (usually measured by Gross Domestic Product or Gross Value Added for a region) can be affected by many policies and circumstances, which makes it difficult to isolate how much an individual policy has contributed to a particular outcome.

### **Evaluation timeframes may need to be considered over a longer time horizon**

While assessment of whether deals are on time, budget and meeting specific targets is possible within a shorter timeframe (for example annually, or three-yearly), it may be more realistic to assess the wider, strategic achievements over a longer time horizon. Consideration of central and local government election cycles will be important.

### **Capacity in local authorities**

The process of developing a Regional Deal is unique to each deal, a large amount of executive time and negotiation can be required over a significant period. The capacity and skill set within local authorities to deal with the additional demands for project assessment and monitoring that comes with a Regional Deal is likely to be variable. The potential resource burden on local government needs to be monitored over time.

### **Coherence with existing accountability mechanisms**

Consideration needs to be given to how any Regional Deal reporting and monitoring framework would integrate and align with existing legislation and regulatory frameworks for central and local government planning and reporting, and which bodies are best placed to assess regional deal progress.

### **Adaptability to changing circumstances**

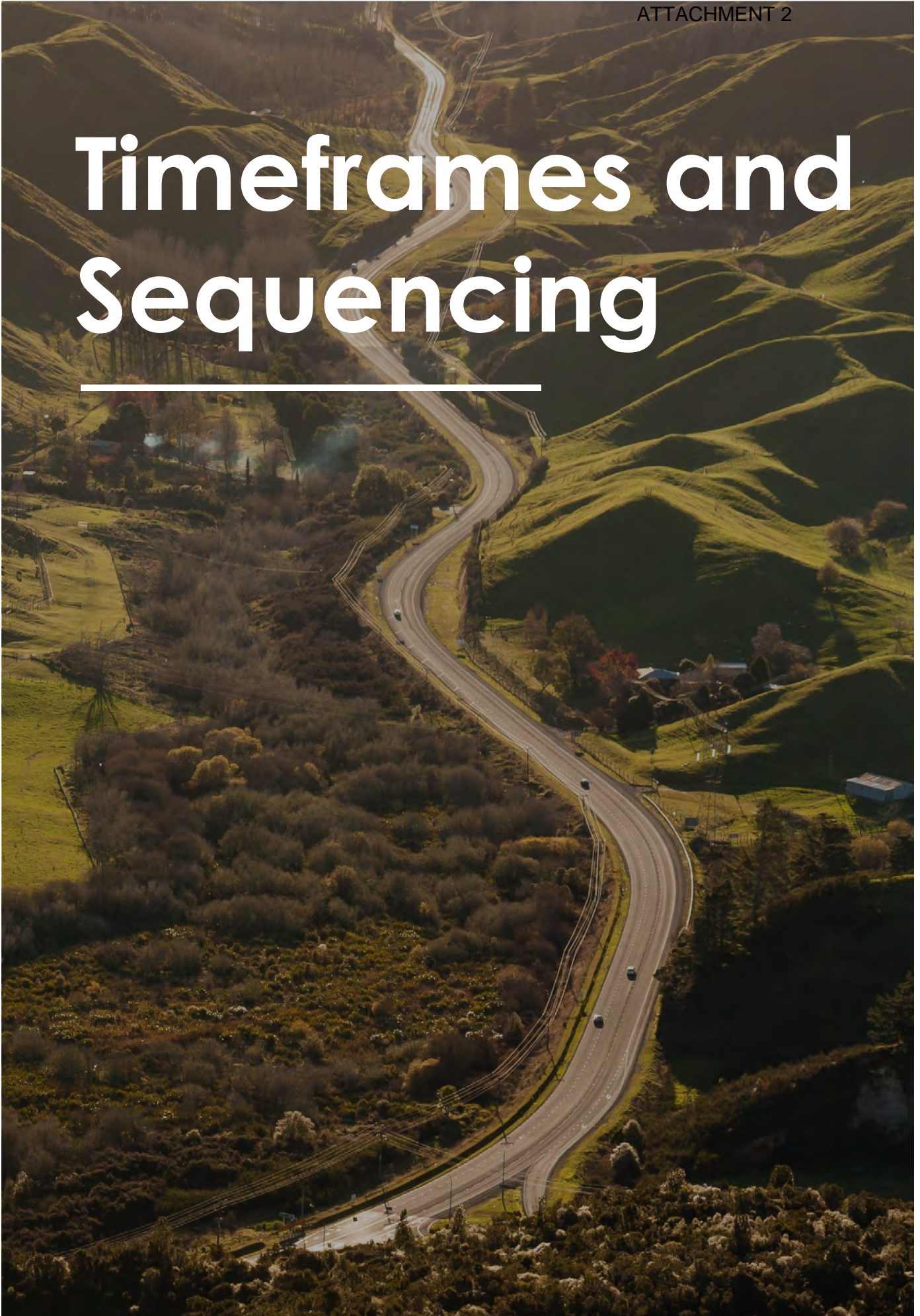
Consideration also needs to be given to how any variations to a regional deal will occur and how these will integrate with existing processes operated across agencies who are already involved in delivering infrastructure projects with local government partners.

*Examples could include macroeconomic targets and council performance metrics such as GDP, population spend metrics, financial accountability measures, joint governance effectiveness; tourism numbers, housing consents, compliance certificates issued.*



# Timeframes and Sequencing

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# Regional deals will be based on a 30-year vision, with negotiated 10-year strategic plans to deliver shared objectives and outcomes, to provide optimal time for evaluation of outputs and delivery of projects with long-term outcomes

## Timeframes

Regular reviews will be imbedded within the lifespan of deals (e.g. annually) to assess progress and project delivery using the measures discussed in the *monitoring, evaluation and accountability measures* section.

The lifespan will cover multiple parliamentary and local government electoral and planning cycles, which will ensure both a long-term approach to growth infrastructure, and capture and retain private sector investment. Regional Deals will need to consider other relevant central and local government planning and funding cycles.

## Deal making milestones

Regional Deals will follow a staged approach with the following phases:

- **Milestone 1:** a letter from the Minister of Local Government inviting the regions to apply and laying out the government's expectations for proposals
- **Milestone 2:** consideration of proposals
- **Milestone 3:** a signed Memorandum of Understanding (MOU)
- **Milestone 4:** final stage negotiation of a deal

## Milestone 1

### Release a national regional deal framework

*Decision makers: Cabinet*

A high-level framework that sets out what the government wants to see in Regional Deals. A public version of this document will be used by councils to prepare proposals for Regional Deals.

The framework is not specific to local needs and does not make specific promises of regulatory relief or funding and financing.

## Milestone 2

### Consideration of proposals

*Decision makers: Infrastructure and Investment Ministerial Group | selected councils.*

Central government invites expressions of interest (up to five in the first wave). Selected councils provide a light-touch proposal with an outline of the following:

- drivers of economic growth in a region: regions to identify their own areas of growth and key economic drivers;
- what the region will do to unlock growth: regions to identify what actions they intend to take to unlock or enable growth; and
- what the region needs from central government to assist: regions to identify policy and legislative action they need from central government.

#### Regional Deal Criteria

Light touch proposals assessed against (but not limited to):

- alignment with the strategic framework
- growth potential
- commitment to a regional spatial plan
- capability, capacity, readiness to deliver
- commitment to fiscal prudence
- that councils meet all their regulatory standards (economic and water quality regulation).

## Milestone 3

### Signed Memorandum of Understanding

*Decision makers: Infrastructure and Investment Ministerial Group | LG Partners*

Central government will confirm initial intent to progress into an MOU with selected regions.

Central and selected local government partners both develop and agree an MOU setting out intended areas to work together. Central government will provide guidance to support the MOU process to minimise council expenditure during this phase.

A region will need an MOU to enter the pre-deal queue.



## Milestone 4

### Final Stage Negotiation for a Deal

#### 4.1 Pre-deal Queue

*Decision makers: Infrastructure and Investment Ministerial Group | Office of Regional Deals | LG Partners*

Ahead of a deal, regions will undertake work that may be needed to support the deals (for example: zoning decisions, community agreement, establishment of any necessary committees, cross-council collaboration, including proposals to establish CCOs for cross-council service delivery).

Central and local government will agree monitoring and reporting metrics to measure overall regional performance (e.g. GDP, population, spend metrics, tourism numbers, housing consents, compliance certificates issued).

#### 4.2 Funding and Financing

*Decision makers: Infrastructure and Investment Ministerial Group | Office of Regional Deals | LG Partners*

Central government will assess what is needed from local government for a deal. This could include a mix of the following:

##### Funding and Financing tools

- A pipeline of project funding as set out in the GPS Transport;
- commitment to support the agreed projects across agency investment pipelines and capital commitments;
- value capture/ support for a targeted rate;
- new user charges;
- enhanced Going for Housing Growth payments. For example: share of GST for local government and/or potential earn back mechanisms;
- legislation + other tools to better enable longer term funding and financing commitments, for example, enhanced IFF; or
- sector specific commitments – for example a greater sharing of royalties from an activity like mining.

##### Regulatory Relief

- Fast track consenting for projects

##### Coordination

- Coordination of decisions around planning and programming of schools, hospitals, for example, needed to support a growth region

## Milestone 4

### 4.4 Finalised regional deal

*Decision makers: Infrastructure and Investment Ministerial Group | Office of Regional Deals | LG Partners*

Partners sign the Regional Deal. The first deal will be finalised in 2025.

A regional deal is likely to have the following characteristics:

- A defined economic/geographic area;
- 10-year strategic plan with clear objectives, outcomes and actions to meet shared objectives and outcomes;
- alignment with 30-year National Infrastructure Plan;
- clear leadership arrangements, delivery timeframes and accountabilities;
- identified capital and operational investments and operating costs;
- clear performance measurements and regular monitoring and reporting;
- clear operational roles and responsibilities defined and an operating model that balances flexibility and responsiveness with accountability; and
- regulatory and institutional settings to support the deal.

## Sequencing

Given the time and resourcing required to negotiate, implement and monitor Regional Deals, this framework proposes that deals be finalised in a staged approach.

The Government intends to complete the first deal in 2025.

# Region Selection

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# **Selection of regions for Regional Deals will be made by Ministers using a set of standardised criteria. Guidance will be issued to local government on what they will need to provide to be eligible for a Regional Deal**

## **High level criteria**

Local authorities will generally be selected for Regional Deals by the Infrastructure and Investment Ministerial Group (IIMG) based on assessments against standardised criteria:

- alignment with the strategic framework;
- growth potential;
- commitment to a regional spatial plan;
- capability, capacity and readiness to deliver;
- commitment to fiscal prudence; and
- commitment to broader government reform objectives such as Local Water Done Well and Going for Housing Growth.

## First wave or tranche

Five regions will be invited to provide light-touch proposals for a first wave of Regional Deals. Selection of regions for the first wave will be led by Ministers, based on selection criteria, and agreed to through a Cabinet process. Selection will be supported by the high-level criteria with particular emphasis on:

- councils being in a growth area that has clear objectives around economic growth, productivity and infrastructure in alignment with the Regional Deal strategic framework;
- councils with an already identified functional economic area, such as through an existing urban partnership, and therefore have initial supporting structures, spatial plans and future development strategies in place, including where relevant, funding and financing proposals for infrastructure development and delivery; and
- councils being ready to deliver on a deal, including having the capability and capacity, a clear plan for the city/region, and a track record of having worked successfully with central government, other councils in the region, private sector and iwi/Māori.

It is noted that central and local government are part of several partnerships that may already satisfy the above criteria, including for example, Urban Growth Partnerships. These urban partnerships could be mobilised as foundations for Regional Deals.

## Subsequent waves or tranches

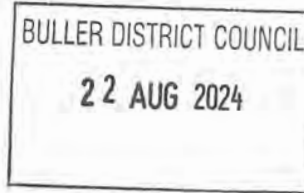
Subsequent Regional Deals will build on the lessons learned from previous Regional Deals to ensure the system is refined as more deals are established. Regions or sub-regions for subsequent waves will be selected through an open expressions of interest process. Proposals received from the expressions of interest will be assessed against the high-level criteria set out in this strategic framework and consideration by the Office of Regional Deals.

Advice to the Infrastructure and Investment Ministerial Group will follow this assessment, and subject to their approval, will proceed to a Cabinet process for formal agreement.

# Sources

1. [https://img.scoop.co.nz/media/pdfs/2405/Framework\\_City\\_and\\_Regional\\_deals.pdf](https://img.scoop.co.nz/media/pdfs/2405/Framework_City_and_Regional_deals.pdf)
2. Speech from the Throne <https://gazette.govt.nz/managePDF?file=2023/2023-vr5697.pdf>
3. <https://www.hud.govt.nz/assets/Uploads/Documents/Cabinet-papers/Cabinet-Paper-Fixing-the-Housing-Crisis.pdf#:~:text=Unaffordable%20housing%20has%20far%2Dreaching,standards%20for%20all%20New%20Zealanders>
4. Report into New Zealand’s Infrastructure Challenge, Sense Partners for the New Zealand Infrastructure Commission, Oct 2021, <https://media.umbraco.io/te-waihanga-30-year-strategy/lhbm5gou/new-zealands-infrastructure-challenge-quantifying-the-gap.pdf>.
5. A report commissioned by Local Government New Zealand demonstrates that in the last three years, building bridges, sewerage systems, roads and water supplies has become 38%, 30%, 27% and 27% more expensive to build respectively  
[https://d1pepq1a2249p5.cloudfront.net/media/documents/Analysing\\_increases\\_in\\_local\\_government\\_costs\\_LI2BVKU.pdf](https://d1pepq1a2249p5.cloudfront.net/media/documents/Analysing_increases_in_local_government_costs_LI2BVKU.pdf)
6. LGNZ media release: <https://www.lgnz.co.nz/news/media-releases/drivers-behind-rates-rises-across-the-country-laid-bare/>
7. Economic growth is a broad concept that may involve many industries. Funding and financing and regulatory frameworks that underpin industry-specific projects will vary and will need to be considered when regional deals are formalised.
8. Infrastructure refers to “the fixed, long-lived structures that facilitate the production of goods and services, including transport, water, energy, social assets, and digital infrastructure such as our broadband and mobile networks” as defined by the Treasury  
<https://www.treasury.govt.nz/information-and-services/nz-economy/infrastructure>
9. Including the Department of Internal Affairs (as initial lead), the Treasury, the Ministry for Housing and Urban Development, the Ministry of Business, Innovation and Employment, the Ministry of Transport, and the Ministry for the Environment. Involvement from the infrastructure Commission is also expected in support of the infrastructure portfolio.





M Chalmers

Karamea Historical Society Inc

PO Box 160

Karamea 7864

6<sup>th</sup> March 2024

14 August 2024

Dear Jamie,

In March I sent you an invitation to our 150<sup>th</sup> celebrations of Karamea settlement and schooling. As yet we have not heard from you and are trying to work out speakers etc.

On behalf of the Karamea 150 year committee, I would like to invite you to our celebrations on the 15<sup>th</sup> to 17<sup>th</sup> of November 2024. Karamea was first settled on 26<sup>th</sup> Nov 1874 as a special settlement so for it to be still thriving 150 years later is no mean feat to our settlers.

We have a number of folk registering and I'm sure there will be a lot more yet, when they know about the celebrations.

Looking forward to hearing from you.

Yours sincerely

A handwritten signature in black ink that reads 'May Chalmers'.

May Chalmers

Chairperson.



**Hon Simeon Brown**

MP for Pakuranga

Minister for Energy  
Minister of Local Government  
Minister of TransportMinister for Auckland  
Deputy Leader of the House**3 September 2024**

Dear Mayor

**Local Government (Water Services Preliminary Arrangements) Act**

Yesterday, the Local Government (Water Services Preliminary Arrangements) Act (the Act) passed into law.

This is significant milestone in the implementation of Local Water Done Well. It provides the framework and preliminary arrangements for councils to lead the way in making changes to the delivery of water services for your communities.

**Water Services Delivery Plans required by 3 September 2025**

From today, councils will have 12 months to develop Water Services Delivery Plans (Plans) – the key foundation for Local Water Done Well.

The Plans are an opportunity for councils to demonstrate how you will deliver high-quality, financially sustainable water services in the long run.

They are a key decision-making tool, providing autonomy for you to assess your water infrastructure, how much you need to invest, and how you plan to finance and deliver it through your preferred service delivery model.

We're intentional in ensuring that councils are in control of this process, because you know your communities best.

Unlike the previous government's top-down reforms, we're working alongside councils and enabling you to determine how to deliver financially sustainable water services for your communities, using the delivery models and financing options that the Government has made available.

**Delivery models and financing options**

Last month I announced the range of new service delivery models available under Local Water Done Well that will give councils greater choice about how they can deliver water services in future.

As part of that announcement, the New Zealand Local Government Funding Agency Limited (LGFA) confirmed improved access to finance for water services.

LGFA can now lend to water services council-controlled organisations (CCOs) that are financially supported by their parent council or councils. LGFA will support leverage for water CCOs up to a level equivalent to 500 percent of operating revenues – around twice that of existing councils – subject to water CCOs meeting prudent credit criteria.

These financing solutions are available to councils now. This will enable access to long-term debt which spreads the cost of water infrastructure investment over generations of consumers and ratepayers rather than front-loading costs on current ratepayers through increasing rates.



Through the development of your Plans, the Government's expectation is that councils will be considering the full suite of options for the future delivery of water services and moving quickly to address financial sustainability and affordability challenges.

This includes consideration of setting up a single council or multiple council-owned water CCO to take advantage of the additional funding through the LGFA, particularly as this enables additional debt financing for immediate investment needs while reducing the impact on rates.

The Government's expectation is that councils will be working together to develop joint water service delivery arrangements, where that makes sense to deliver financially sustainable water services.

However, we know it's not going to be a one-size-fits-all approach because the needs and local circumstances of different councils aren't one-sized.

This is about providing choice and flexibility to councils to achieve financial sustainability, not mandating them like the former government did.

### **Steps towards full economic regulation of water services**

While the Plans do not have a regulatory purpose, they are a useful first step to disclose information on water services to support the future economic regulation regime.

Under Part 2 of the Act, councils will be required through their Plans to provide baseline information about their water services operations, assets, revenue, expenditure, pricing, and projected capital expenditure, as well as necessary financing arrangements.

The information collected through the Plans, much of which is expected to come from councils' existing public documents (such as long-term plans, financial accounts and asset management plans), will be shared with the Commerce Commission as it works towards further developing and implementing the full economic regulation regime under Local Water Done Well.

### **Streamlined consultation and decision-making processes for establishing water CCOs and other local government arrangements**

The Act includes provisions that enable a streamlined consultation and decision-making process for the establishment of water CCOs and other local government arrangements, while continuing to provide the opportunity for community input.

Councils may choose to use these arrangements as an alternative to some of the standard requirements in the Local Government Act.

The arrangements include provisions that:

- Set minimum decision-making and consultation requirements – so a council only has to identify and assess two options (status quo + preferred option) and only undertake one round of consultation
- Clarify that councils can set up joint committees that can assess options, and prepare and consult on a proposal across multiple districts (instead of each council carrying out separate consultation)

- Enable councils to consider the collective benefits/impacts of a proposal (across multiple districts), in addition to the interests of their individual districts – and to factor in the views of other participating councils.

These new arrangements will make it easier for councils that want to move quickly to shift the delivery of water services into new models to do so, setting the foundations for more financially sustainable water services.

### **Changes to applying the Te Mana o te Wai hierarchy of obligations to wastewater standards**

The Act also provides for interim changes to the Water Services Act which means the Te Mana o te Wai hierarchy of obligations in the National Policy Statement for Freshwater Management (NPS-FM) will not apply when the Water Services Authority – Taumata Arowai sets wastewater standards.

This change is intended as an interim measure while the Government works to replace the NPS-FM to rebalance Te Mana o te Wai, to better reflect the interests of all water users.

### **Support available from the Department of Internal Affairs**

The Department of Internal Affairs has today made available a range of guidance, templates and other information to support councils to develop their Plans. The Department is also available to provide technical support, such as with council-led financial analysis.

Find out more at: [www.dia.govt.nz/Water-Services-Policy-Water-Services-Delivery-Plans](http://www.dia.govt.nz/Water-Services-Policy-Water-Services-Delivery-Plans)

The Department will be holding further information sessions for councils, and will be in touch directly regarding these sessions.

I also want to reiterate that the Department is willing to meet with individual councils or groups of councils, if you have further questions at this stage, or to seek assistance with any discussions your council may be having about future service delivery arrangements.

Please contact Hamiora Bowkett, Executive Director Water Services Policy at [waterservices@dia.govt.nz](mailto:waterservices@dia.govt.nz).

### **Further information and next steps**

The majority of provisions in the Local Government (Water Services Preliminary Arrangements) Act will come into force on 3 September 2024. This is the second stage in the implementation of Local Water Done Well.

I announced policy decisions for the third Local Water Done Well Bill earlier this month. This included new models for water organisations, confirming financing arrangements that support financial sustainability, and setting out a new regulatory regime.

Further information about these changes can be found on the Department of Internal Affairs' website, at [www.dia.govt.nz/Water-Services-Policy-Future-Delivery-System](http://www.dia.govt.nz/Water-Services-Policy-Future-Delivery-System).

These changes will be included in a Local Government Water Services Bill, which is expected to be introduced in December 2024 and enacted in mid-2025.

Thank you for your continued engagement and support.

Yours sincerely,

A handwritten signature in blue ink that reads "Simeon Brown". The signature is written in a cursive style with a large initial 'S' and 'B'.

Hon Simeon Brown  
**Minister of Local Government**

## Hon Karen Chhour

Minister for Children  
Minister for the Prevention of Family and Sexual Violence



16 SEP 2024

West Coast Mayors  
(Westland, Buller & Grey Districts)  
Catriona Bayliss  
[catriona.bayliss@greydc.govt.nz](mailto:catriona.bayliss@greydc.govt.nz)

Dear Your Worships,

Thank you for your letter of 23 August 2024 relaying your concerns for and support of Family Start West Coast providers.

I acknowledge your concerns regarding Oranga Tamariki funding decisions and the impacts you consider these decisions will have on the communities you serve.

Specific funding decisions are a matter for Oranga Tamariki, and it would not be appropriate for me to intervene. However, I believe it is important to understand that I have made it clear to my officials the expectations I have to ensure that they are providing the right services where they are needed the most, to meet the needs of children in the care or custody of Oranga Tamariki.

I have been assured by Oranga Tamariki that their operational funding decisions are aligned to this Government's priorities and will meet my expectations as well as supporting Oranga Tamariki to shift its focus to core business. Their core business is to care for children and young people in their care. This core business includes provision of statutory services such as youth justice, care and protection, transition services and family and sexual violence.

The needs of children in care must always be at the centre of decisions made by Oranga Tamariki and as their needs and demands change, so too must Oranga Tamariki.

I trust my reply clarifies matters and thank you again for writing.

Yours sincerely

A handwritten signature in black ink, appearing to read 'K. Chhour'.

Hon Karen Chhour  
**Minister for Children**



23 August 2024

*To whom it may concern*

Dear Members

We write jointly as the Mayors of Westland, Buller and Grey in support of Family Start West Coast and the great work they do with whanau around the West Coast. We are concerned with the reduction of funding announcements that will greatly affect the services that Family Start provides across a very large area, from Haast to Karamea.

We acknowledge the fiscal restraints in government and our own communities at the present time and are very aware that there is a need to be reigning in spending. However, the funding cuts to Family Start will further isolate many families throughout the West Coast, one of the most geographically isolated and widespread regions of the country. Unlike other regions there are no alternative services that clients can be referred to if funding is reduced. This means that some of the most at risk people in our communities will miss out on much needed assistance. Some of these people are ex-Gloriavale members who have left the Gloriavale community and require wrap around assistance to help them in their transitioning and integration back into our communities.

The wastewater readings for the West Coast for substance abuse and methamphetamine are also showing above the national average and families who are grappling with a family member with substance abuse also require Family Start support services to help them and their extended family to deal with the devastating affects these drugs have on their lives. Along with family violence issues Family Start provides a critical role in early intervention and ongoing service to families in these situations and the funding reductions would have a significant impact on the response to help these families to get the assistance they require. There are many more services and functions that Family Start offer and these are just a few examples of the problems faced in our region.

The track record and performance of Family Start on the West Coast is testament to the high-quality support they provide and their staff are passionate and committed to their roles. To lose precious staff members would have a detrimental effect on the most vulnerable in our region.

Yours sincerely

Jamie Cleine  
**Mayor**  
**Buller District Council**

**Mayor**  
**Grey District Council**


Helen Lash  
**Mayor**  
**Westland District Council**



**OFFICE OF THE MAYOR**  
Jamie Cleine

16 September 2024

Nicky Flower

Via email : 

Dear Nicky

**Letter of Thanks – Nicky Fowlie, Inangahua Hall Sub-Committee**

I wish to formally acknowledge your volunteer service to the Inangahua Hall Sub-Committee and thank you for choosing to support your community in this way. Our various reserves and halls play an important role in our way of life and it is vital the community can continue to feel ownership of and enjoy these assets for many years to come.

Volunteers are often taken for granted in the increasingly busy lifestyles we now lead so please accept this letter as a personal thanks on behalf of the community for your efforts whether large or small.

Best Regards,



**Jamie Cleine**

Buller District Mayor  
Phone 027 423 2629 | Email [jamie.cleine@bdc.govt.nz](mailto:jamie.cleine@bdc.govt.nz)

**Our Values:** Community Driven | One Team | Future Focused | Integrity | We Care

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**WEST COAST** NZ  
UNTAMED NATURAL WILDERNESS



## BULLER DISTRICT COUNCIL

25 SEPTEMBER 2024

AGENDA ITEM: 14

**Prepared by** Simon Pickford  
Chief Executive Officer

### CHIEF EXECUTIVE OFFICER'S REPORT

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#### 1. REPORT SUMMARY

This report provides an overview of activities across the previous month and a 'horizon-scan' of upcoming strategic focus areas and opportunities.

#### 2. DRAFT RECOMMENDATIONS

1. That Council receive the Chief Executive Officer's Report for information.

#### 3. OVERVIEW OF INFORMATION

This report provides information on activity which has occurred over August/September 2024, and key matters of interest to Council.

##### 3.1 PROPOSED CHANGES TO THE LOCAL GOVERNMENT ACT

The coalition government has outlined further details about proposed changes to the Local Government Act in a recent Cabinet Paper.

The proposed new purpose of local government:

*"to provide for good-quality local infrastructure, public services, and regulatory functions in a way that is most cost-effective for households and businesses, while supporting local economic growth and development"*

The 'back-to-basics' package will include:

- A review of the bylaws system, including enforcement
- looking into how councils recover costs from fees and charges
- exploring a collective approach to reduce insurance costs
- reviewing councils' transparency and accountability processes
- addressing constraints in councils' consultation and decision-making processes
- exploring whether there are efficiencies in the conduct of council business

- consider the greater use of shared services  
Revenue capping is also discussed in the cabinet paper:

*"Revenue-capping is used in Australian states New South Wales and Victoria to reduce cost pressures on households and property owners. The New South Wales system uses a percentage gap aligned with inflation or other economic indicators ...*

*I propose to investigate the applicability of such a tool in New Zealand, focusing on noncore activities. This will link in with the reinstatement of (the core services clause) as proposed (earlier in the paper)."*

It appears that revenue capping will be:

- A statutorily set limitation on revenue (not rates)
- Appears to apply to activity outside the 'core services'
- Tied to inflation or other economic indicators.

The Cabinet paper proposal is to look at this and how it might apply to NZ

Council benchmarks are also being discussed based on the New South Wales model. In NSW they measure approximately 120 indicators which are:

- A mix of finance, asset, services, salary, and governance performance
- Data publicly available
- Most measures sit above the level that generate business insight i.e. council wide. A tool for public accountability not internal performance improvement

The proposed benchmarking is not a performance improvement initiative but rather just comparators (not targets).

### **3.2 COMMUNITY OUTREACH DAYS**

The first Community Outreach Days were held Tues 17 September with drop-in style sessions of two hours each in both Ngakawau and Karamea. Each session was attended by two members of staff, Shelley Jope (Customer Experience Manager) & Nicola Woodward (Community Engagement Manager) and an elected Member – Councillor O'Keefe in Ngakawau and Councillor Sampson in Karamea.

Two residents in Northern Buller and nine in Karamea utilised the outreach day.

The next date planned is Wednesday 16 October with sessions in Charleston and Karamea.

Elected Members are welcome and encouraged to make themselves available for any of the outreach days.

### 3.3 AIRPORT RECERTIFICATION

On 5 September 2024, the Westport Airport hosted two CAA Technical Specialists (Aeronautical Services) as part of its five-yearly "Part 139 Certificate Renewal". This audit represented an opportunity for the CAA to meet with and interview senior WAA staff, and to make observations and recommendations to ensure our compliance with Civil Aviation Rules Part 139 and conformance with our Part 139 Exposition. In advance of this visit, the Westport Airport team had pre-supplied a large amount of vetted evidence, as requested, and plans were made to showcase our dynamic and progressive airport safety culture.

The visit went very well, and we are expecting our operating certificate will be renewed by the end of the month.

### 3.4 REGULATORY SERVICES ACTIVITY - AUGUST

#### Building

Building activity remained high in August.

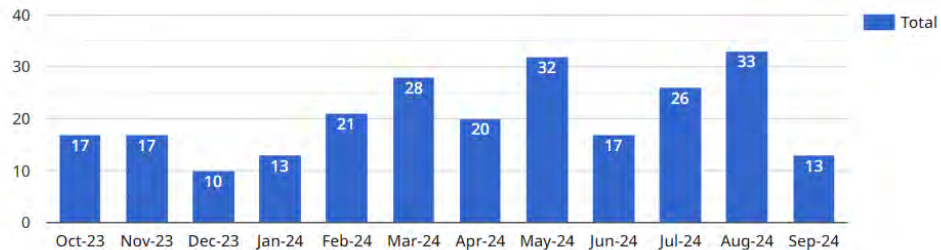
Work has been completed to assess supervision reports for several staff in order for them to undertake certain types of inspections for R1 and R2 categories.

Documentation for our audit procedures and issuing of Certificates of Public Use (for opening of commercial buildings before CCC is issued) and our Dangerous and Insanitary buildings procedures have been completed. This has been forwarded to MBIE for review.

#### Building Consents Granted

Granted 33 in August

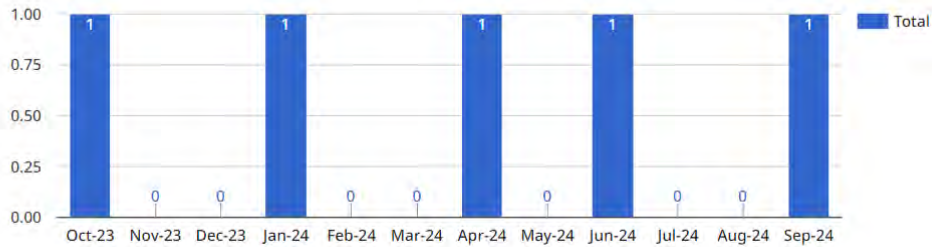
× BC Granted/Issued  
Monthly for All Building Types and All Complexities



## Building Consents - Statutory Timeframes

One consent was over the 20 day time period.

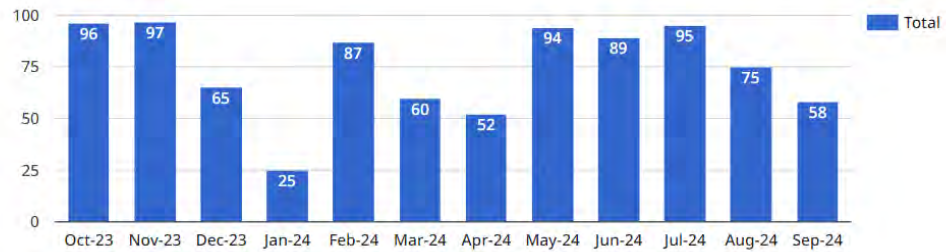
× BC Decision to Grant - 21 or More Stat Days  
Monthly for All Building Types and All Complexities



## Inspection Activity

75 inspections undertaken,

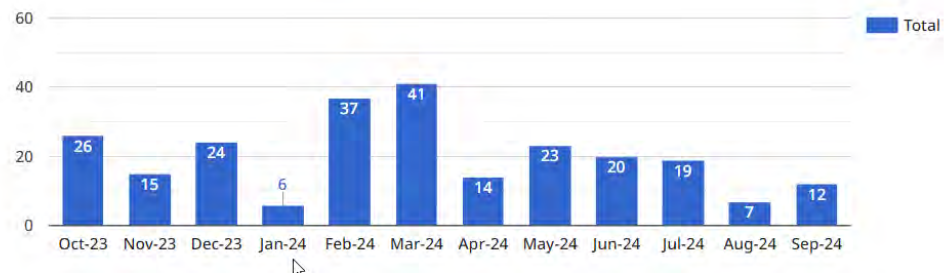
× Inspections Undertaken  
Monthly for All Building Types and All Complexities



## Code Compliance Certificates

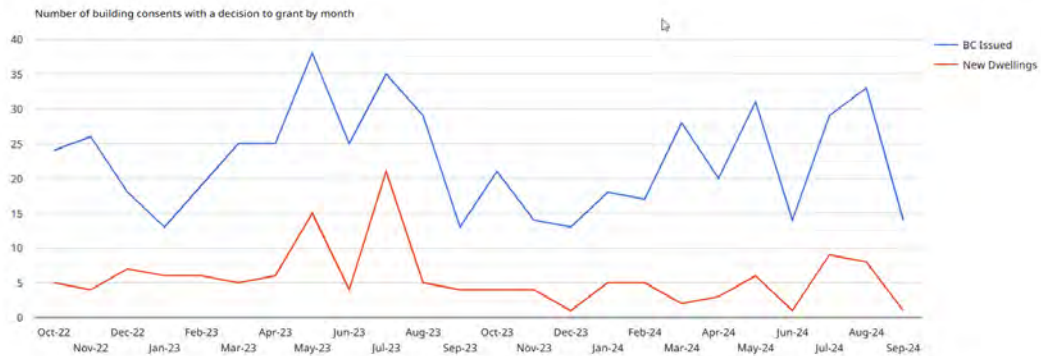
7 CCC issued in August

× CCC Decision to Issue  
Monthly for All Building Types and All Complexities



## Building Consents Issued

Trend for year – 8 dwellings issued for August 2024



### 3.5 COMPLIANCE

- Team have responded to (and in some cases are still following up) with 650 service requests year to date. These cover a broad range of issues across council and include parking, dog control, use of road reserves for personal gain, noise and access concerns.
- Freedom camping checks will be getting underway very soon and already campers are making their presence felt. This will continue through to March 2025.
- The team have 214 property checks scheduled to complete for follow up of unregistered dogs for the current year.
- Terry Archer has submitted his resignation as a member of the District Licensing Committee. Terry has been a valued member for the past 12 years. This has been acknowledged and the process to recruit a new member will begin shortly.

**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 15**

**Prepared by** Simon Pickford  
Chief Executive Officer

**PORTFOLIO LEADS VERBAL UPDATE**

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**1. REPORT SUMMARY**

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

**2. DRAFT RECOMMENDATION**

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

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



**BULLER DISTRICT COUNCIL**

**25 SEPTEMBER 2024**

**AGENDA ITEM: 16**

**Prepared by** Simon Pickford  
Chief Executive Officer

**PUBLIC EXCLUDED**

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**1. REPORT SUMMARY**

Subject to the Local Government Official Information and Meetings Act 1987 S48(1) right of Local Authority to exclude public from proceedings of any meeting on the grounds that:

**2. DRAFT RECOMMENDATION**

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

<b>Item No.</b>	<b>Minutes/Report of:</b>	<b>General Subject</b>	<b>Reason For Passing Resolution Section 7 LGOIMA 1987</b>
<b>PE 1</b>	Simon Pickford Chief Executive Officer	Confirmation of Public Excluded Minutes	<b>(s 7(2)(i))</b> - enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or <b>(s 7(2)(j))</b> - prevent the disclosure or use of official information for improper gain or improper advantage.
<b>PE 2</b>	Krissy Trigg Group Manager Community Services	Future Of Flood Recovery Houses	<b>s7(2)(i)</b> enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

Item No.	Minutes/Report of:	General Subject	Reason For Passing Resolution Section 7 LGOIMA 1987
<b>PE 3</b>	Krissy Trigg Group Manager Community Services	Future Of Flood Recovery Houses	<b>s7(2)(i)</b> enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
<b>PE 4</b>	Simon Pickford Chief Executive Officer	BHL Director Remuneration	<b>(s 7(2)(a))</b> - Protect the privacy of natural persons, including that of deceased natural persons;