



# AGENDA

Meeting of the  
**Inangahua Community Board**

**Tuesday 13 June 2023**  
Commencing at 5:00pm

*To be held at the*  
St Johns Rooms, 8 Smith Street  
Reefton

# Inangahua Community Board

**Reports to:** Council

**Meeting Frequency:** Bi Monthly

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## **Purpose:**

1. The purpose of these delegations is to give effect to the local community empowerment model which is a partnership approach to the governance of the District that will primarily be delivered through the Inangahua community board.
2. The intent of these delegations is to delegate authority and, as far as possible, responsibility to the Inangahua community board to allow the community board to effectively govern and provide recommendations to the Buller District Council regarding local issues associated with their areas.
3. In making these delegations the Council recognises that it is ultimately responsible for the governance of the district and therefore retains the right to set minimum standards and to review community board recommendations associated with the exercise of these delegations.

In making these delegations the Council undertakes to:

1. Provide for and give consideration to community board input into significant governance decisions affecting the respective community board area.

**The ICB is delegated the following Terms of Reference and powers:**

## **Terms of Reference:**

### **Community Board Status**

A community board (Local Government Act 2002, s.51) is:

1. An unincorporated body; and
2. Not a local authority; and
3. Not a committee of the Council.

### **Role**

The legislative role of community boards (*Local Government Act 2002, s.52*) is to:

1. Represent, and act as an advocate for, the interests of its community, and
2. Consider and report on all matters referred to it by Council, or any matter of interest or concern to the community board: and
3. Maintain an overview of services provided by the Council within the community: and
4. Prepare an annual submission to the Council for expenditure within the community: and
5. Communicate with community organisations and special interest groups within the community: and
6. Undertake any other responsibilities delegated to it by Council.

## **Delegations**

In exercising the delegated powers, the community board will operate within:

1. Policies, plans, standards or guidelines that have been established and approved by Council:
2. The approved Council budgets for the activity

In addition to the community boards legislative role the community board is responsible for and accountable to the Council for:

1. Providing local leadership and developing relationships with Council, the community, and community organisations in developing local solutions within the Community board area.
2. Assisting the organisation with consultation with local residents, ratepayers, Iwi, community groups and other key stakeholders on local issues including input into the Long Term Plan and the Annual plan.
3. Making recommendations to Council on leases, licenses or concessions associated with all Council owned property included within the locally funded activities of the community board area, excluding Council administration land and buildings.
4. Making recommendations to council on property (including land & buildings) acquisitions and disposals in the local area.

### **Note:**

None of the delegations may be sub delegated

1. Council retains decision making authority associated with new or existing maintenance contracts.

### **Additional financial delegations**

Community Board has the authority to approve annual expenditure from a discretionary fund determined by Council on an annual basis, for local activities with the following parameters:

1. The decision meets relevant legislation and Council policy requirements including any controls on the use of funds from the respective account.
2. The decision is made after considering a report from staff or community members.
3. This expenditure may be operating or capital in nature, or a mixture of the two.
4. This expenditure cannot fund the “additional capacity” component of capital projects. It can only fund renewal or increased level of service components of capital projects

### **Power to delegate**

The Community Board may not delegate any of their responsibilities, duties or powers to a committee, subcommittee or person

## **Matters which are not delegated.**

### **Council does not delegate:**

1. The power to:
  - Make a rate or bylaw.
  - Borrow money, or purchase or dispose of assets.
  - Acquire, hold or dispose of property.
  - Appoint, suspend or remove staff.
  - Adopt a long term plan or annual plan or annual report.
  - Institute an action for the recovery of any amount.
  - Issue and police building consents, notices, authorisations, and requirements under any Acts, Statutes, Regulations, By –laws and the like.
  - Enter into contracts and agreements.
  - Incur expenditure in excess of the approved Community budget; or
2. The powers and duties conferred or imposed (on Council) by The Public Works Act 1981 or those powers listed in the Section34 (2) of The Resource Management Act 1991

### **Review of a Community Board decision**

In recognition of Council’s ultimate responsibility for the governance of the District, that Council retains the right to review any decision of a community board where it believes:

1. The decision is not consistent with the Council’s vision, mission, values and goals.
2. Where it believes the community board decision has contravened any relevant legislation.
3. The powers and functions of community boards as defined in the Local Government Act 2002 have been exceeded.
4. The delegations of the community board have been exceeded.
5. The decision will unduly impact on the ability of the Council to provide a district wide level of service where it believes it is necessary to do so.
6. The decision is contrary to the Council’s Ten Year Plan, adopted council policy, plan or strategy or any other authority, license, consent or approval.

### **Decision review process**

A decision to review and determine the associated course of action associated with a community board decision will be made jointly by the Mayor and Chief Executive. The relevant community board chairperson will be consulted in the process of the Council determining whether a community board decision will be reviewed. Generally the course of action will include one of the following:

1. Refer the decision back to the community board for reconsideration; or
2. Refer the decision to the Council, one of its committees or its delegated representative for determination.

### **Community Board to Council decision referral process**

In exceptional circumstances, community boards may refer any decision to Council or its delegated committee for determination subject to that referral including the reasons the decision has been referred to the Council for determination.

## **Membership**

The membership of the community board (Local Government Act 2002, s.50) consists of:

1. Members elected under the Local Electoral Act 2001; and
2. Members appointed in accordance with the Local Electoral Act 2001 by the Buller District Council.

## **Chairperson**

The community board must have a chairperson (Local Government Act 2002, Schedule 7, Clause 37), who shall be elected at the first meeting of the community board in accordance with the Local Government Act 2002, Schedule 7, Clause 25 or in accordance with any subsequent amendment to this Act.

The chairperson is responsible for:

1. The efficient functioning of the community board.
2. Setting the agenda for community board meetings.
3. Ensuring that all members of the community board receive sufficient timely information to enable them to be effective community board members.
4. Attending Council meetings to represent the interests of the Community Board.
5. Being the link between the community board and Council staff.

## **Contacts with media and outside agencies**

The Mayor acts as the official spokesperson for the Council with the media and may provide approval to elected members to act as an official spokesperson.

Community board members, including the chairperson, do not have delegated authority to speak to the media and/or outside agencies on behalf of the Council.

The Group Manager for the community board area, after consultation with the Community Board Chair, will manage the formal communications between the community board and its constituents, and for the community board in the exercise of its business. Correspondence with central government, other local government agencies or other official agencies will only take place through Council staff.

## **Frequency of meetings**

The community board shall meet at least two monthly.

## **Conduct of affairs**

The community board shall conduct its affairs in accordance with the *Local Government Act 2002*, the *Local Government Official Information and Meetings Act 1987*, the *Local Authorities (Members' Interests) Act 1968*, Councils Standing Orders and Code of Conduct.

## **Quorum**

The quorum at a meeting of the community board shall consist of:

1. Half of the members if the number of members (including vacancies) is even; or
2. A majority of members if the number of members (including vacancies) is odd.

## **Remuneration**

Elected members will be reimbursed in accordance with the current Local Government Elected Members' Determination.

# Inangahua Community Board

VENUE: St Johns Rooms, 8 Smith Street, Reefton



13 June 2023 09:00 AM

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**INANGAHUA COMMUNITY BOARD**

**13 JUNE 2023**

**AGENDA ITEM 1**

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

**APOLOGIES**

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**1. REPORT SUMMARY**

That the Inangahua Community Board 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 the Inangahua Community Board receives apologies from (*insert Board Member name*) and accepts Board Member (*insert name*) request for leave of absence.**



# INANGAHUA COMMUNITY BOARD

13 JUNE 2023

## AGENDA ITEM 2

Prepared by Krissy Trigg  
Group Manager Community Services

### MEMBERS INTEREST

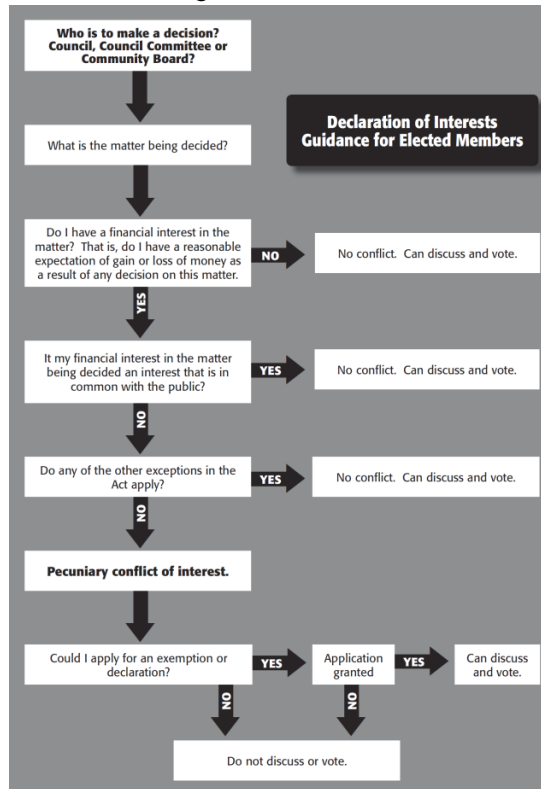
Members are encouraged to consider the items on the agenda and disclose whether they believe they have a financial or non-financial interest in any of the items in terms of Council's Code of Conduct.

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

The attached flowchart may assist members in making that determination.

#### DRAFT RECOMMENDATION:

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



**INANGAHUA COMMUNITY BOARD**

**13 JUNE 2023**

**AGENDA ITEM 3**

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

**CONFIRMATION OF MINUTES**

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**1. DRAFT RECOMMENDATION**

**That the Inangahua Community Board receive and confirm minutes from the meeting of 9 May 2023.**

**MEETING OF THE INANGAHUA COMMUNITY BOARD, HELD AT 5.00PM ON TUESDAY 9 MAY 2023 AT ST JOHNS ROOMS, 8 SMITH STREET, REEFTON**

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**PRESENT:** Cr L Webb (Chair), Mayor J Cleine, R Abbey (via Zoom), A Bollinger, D Giddens, A Neil, Cr G Neylon

**IN ATTENDANCE:** K Trigg (Group Manager Community Services), M Williams (Group Manager Infrastructure Services), S Jope (Team Leader Customer Services), G Barrell (Governance Secretary), V Roper (via Zoom).

**PUBLIC FORUM:**

**Ken Leslie - NZ Caravan Motorhome Ass:**

Ken spoke that Reefton will be hosting the 67<sup>th</sup> national rally in Reefton February 2024.

This is a very big event for the Association and Reefton; with the expectation of between 700 - 1000 vans in attendance.

Will be holding a number of events including tours, workshops and trade stands on site.

Keen to get the town involved and will be promoted at a number of festivals etc.

Wanting to self-manage the rubbish.

It will be held at the racecourse from Thursday to Monday.

**ACTION POINT:** M Williams to look at waste issues and will get details from K Trigg.

Being a national event, the majority of the profits will go back to head office. Mr Leslie estimated the financial benefits to the community would be somewhere in the six figure mark.

Last time vendors filled in an expense sheet. Costs were \$80k but a local real estate agent had 50 property enquiries to field on the Monday; so financial benefit will be large.

**Moira Lockington:**

ATM machine always breaking down.

**ACTION POINT:** Linda to follow up with BNZ and ANZ.

What's happening with the ramp.

The pool. What's happening?

What's happening with the hospital?

She had 10 people at her place this afternoon. She went to tai chi and the road was flooding by the dojo.

What is happening with the footpaths by Crampton Road by the school.

Ken Leslie asked why this section can't be tar sealed?

A Neil suggested we should have a memorial for Queen Elizabeth as the longest reigning monarch.

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### **MEETING DECLARED OPEN AT: 5.26pm**

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**Presentation From Vicki Roper: Programme Manager Takiwa Poutini. West Coast Localities.**

Collaborating and joining up health and wellbeing providers.

Last few months spend engaging with the community. Good feedback from Reefton.

The website which explains their goal: [takiwa poutini](#)

It is about giving autonomy back to community to drive health and wellbeing initiatives themselves.

Looking to get community and health sector working together.

Looking to put families at the centre and their needs, without each service only looking at the centre of what they can provide and *only* what they can provide.

Main issues faced are (noting this is a point in time):

- Timely access to GP and primary care
- Barriers to accessing care in any way, shape or form
- Transport costs
- People asking for but whanau centred approach to health and wellbeing - everyone within the whanau linked for care and support
- Civil Defence preparedness and natural disaster - road links being cut off
- Wanting more outdoor fun and recreation activities
- Wanting more community safe spaces for connection and interaction - particularly for elderly and isolated.

A Neil advised that Who Cares have experienced frustration in hitting walls when trying to reach out for help from Takiwa Poutini.

Vicki replied there is intention to strengthen these relationships and will make contact with Who Cares.

There is a survey that Takiwa Poutini would encourage people to complete. It is possible for a lot of people to complete this in one go:

<https://www.surveymonkey.com/r/K65MV7S>

The intention for locality was initially around reducing inequities. Health is about wellbeing. Lifestyle is the best place to make changes on people's health.

They are looking also at the bigger picture; how do we access transport etc?

**1. APOLOGIES (Page 3)**

**Discussion:**

Nil

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

**A Neil/D Giddens  
5/5  
CARRIED UNANIMOUSLY**

**2. MEMBERS INTEREST (Page 9)**

**Discussion:**

Nil

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

**D Giddens/A Bollinger  
5/5  
CARRIED UNANIMOUSLY**

**3. CONFIRMATION OF MINUTES (Page 10)**

**Discussion:**

Nil

**RESOLVED** that the Inangahua Community Board receive and confirm minutes from the meeting of 7 February 2023.

**D Giddens/A Neil  
5/5  
CARRIED UNANIMOUSLY**

**4. ACTION POINTS (Page 17)**

**Discussion:**

30: Cr L Webb still waiting further information - pushing this action point out to June meeting

**RESOLVED** that the Inangahua Community Board receive the Action Points report for information.

**Cr L Webb/Cr G Neylon**

**5/5**

**CARRIED UNANIMOUSLY**

**5. COMMUNITY AND ECONOMIC DEVELOPMENT REPORT (Page 19)**

**Discussion:**

K Trigg spoke to the report.

Cr G Neylon noted the toilets, when cleaned, are remaining wet all day. Cr L Webb has put in a service request and K Trigg will feed this back to WestReef.

Regarding the Reefton Visitor and Service Centre (RVSC), A Bollinger advised the data projector and screen not there.

**ACTION POINT:** K Trigg will follow up with this.

Clarification was provided from the public workshop around the chlorination process.

K Trigg advised there will likely be a promotion for the opening of the library.

Five permanent staff are now available at the RVSC. This should increase the ability to be open on weekends.

Board members reiterated the importance of having the Visitors Centre open on statutory holidays.

It was advised that the inability to do this falls mostly within a staffing issue and Council are working hard to rectify this.

Concern was raised around the mobility accessibility to the Visitor's Centre. K Trigg will discuss this with Cr G Neylon.

A Bollinger queried if there is an alternative to spraying the edging of King George Park? K Trigg will pass this on to WestReef.

K Trigg clarified the criteria for senior housing for Reefton. S Jope noted it is important to ensure people have a connection to Reefton to prevent the potential for further isolation.

Cr G Neylon spoke regarding the Keeping of Animals Bylaw and Review of Gambling Policy.

Mayor J Cleine departed the meeting at 6.37pm.

**RESOLVED** that the Inangahua Community Board receive the Community and Economic Development update report for information.

**Cr L Webb/D Giddens**  
**5/5**  
**CARRIED UNANIMOUSLY**

**6. ICB CHAIR'S REPORT (Page 27)**

**Discussion:**

Cr L Webb spoke to her report noting the future costs for traffic management plans around the ANZAC and Christmas parades may be expensive. K Trigg to find out if possibility of minimising costs of Plan, if looking at closing same roads year after year at same time on same day.

**RESOLVED** that the Community Board make up a working group with three Community Board members and three community members to work on the Reefton Pool upgrade, with a call to be made for Expressions of Interest from the community.

**Cr G Neylon/A Bollinger**  
**5/5**  
**CARRIED UNANIMOUSLY**

**RESOLVED** that the Community Board to write a letter to MP Damian O'Connor regarding progressing the reopening of Ziman House, and writing also to Te Whatu Ora asking what their plans for Ziman House are.

**Cr G Neylon/D Giddens**  
**5/5**  
**CARRIED UNANIMOUSLY**

There was a good turnout to the ICB workshop on 2 May, with the following items being discussed:

- Accessibility to toilet at women's institute rooms was discussed noting this could be a possible project for funding.

**ACTION POINT:** M Williams to present costings for this at next meeting.

- Concern was raised around shortage of housing rentals. Cr L Webb and Cr G Neylon looking at options to take to Council.
- Skatepark rubbish is still an issue.

- Important to have accessibility as a proactive focus, noting the Community Hall funding for kitchen to make it more accessible.

M Williams to follow up and advise members at next meeting regarding improving accessibility issues with footpaths.

Cr L Webb to look at possibly having ICB fund further meeting advertisement in the Clarion.

Members to discuss application to AP (Annual Plan). Meeting to be held on Tuesday 23 May at 6pm for members to meet and discuss.

K Trigg advised of the intended process for the Annual Plan.

Cr L Webb gave formal thanks given to departing Acting CEO Rachel Townrow on behalf of ICB.

Cr G Neylon advised a service request was put in looking at clearing up and doing the maintenance of the Lyall Cemetery. K Trigg advised that the one behind the campsite is done by DOC and she is still trying to find out who is in charge of the maintenance of the roadside cemetery.

**ACTION POINT:** K Trigg will look to get someone to do a one off clearing there.

K Trigg advised she is working to understand who is in charge of the Reefton Walkway maintenance. R Abbey advised the track above Reservoir Road is not being maintained.

**ACTION POINT:** M Williams believes this may be DOC but will confirm this.

M Williams advised his team is communicating with WestReef to understand when this service request for the Ikamatua footpath will be completed.

Cr L Webb advised that a number of community members have advised her that service requests are still seeming to go unanswered.

**RESOLVED** that the report be received for discussion and information.

**Cr G Neylon/A Bollinger**

**5/5**

**CARRIED UNANIMOUSLY**

## **PUBLIC FORUM RESPONSES:**

### **Discussion:**

**Ken Leslie:** Thank you. ICB will support as they can and will connect with M Williams for temporary dump station. Also looking at how to address rubbish.

Cr L Webb to write to Reefton Inc to see data on financial benefit to community businesses.



**Lisa Neil:** Cr G Neylon advised it best to submit issues regarding accessibility to the Visitor and Service Centre to the AP and LTP.

**Moira Lockington:** Linda to contact BNZ and ANZ on behalf of community regarding the ATMs not working.

K Trigg will organise a service request for the footpaths on Crampton Road.

**Ken Leslie:** A service request will be put in for Butts Road sealing.

**RESOLVED** that the Inangahua Community Board advise of any public forum responses.

**Cr L Webb/Cr G Neylon**  
**5/5**  
**CARRIED UNANIMOUSLY**

There being no further business the meeting concluded at 7.23pm

- **Next meeting:** 13 June 2023

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**Confirmed:** ..... **Date:** .....

**INANGAHUA COMMUNITY BOARD**

**13 JUNE 2023**

**AGENDA ITEM 4**

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

**ACTION POINTS**

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**1. REPORT SUMMARY**

A summary of resolutions requiring actions by the Inangahua Community Board.

**2. DRAFT RECOMMENDATION**

**That the Inangahua Community Board receive the action points report for information.**

## ICB Action Points - CURRENT

No.	Action Point / Meeting Date	Responsible	Update	Date Required By
30	Cr L Webb to find understanding of requirements in a letter of support and draft one in support of learn to swim pool etc by next meeting.	Cr L Webb	Moved to June ICB	9 May 2023 13 June 2023
31	M Williams to look at waste requirements for NZ Caravan Motorhomes Rally in Feb 2024 and advise K Trigg	M Williams		13 June 2023
32	Cr L Webb to speak to BNZ and ANZ regarding ATMs	Cr L Webb		13 June 2023
33	No data projector and screen at RVSC - K Trigg to follow up	K Trigg		13 June 2023
34	M Williams to advise costings for accessibility to toilet at Women's Institute Rooms	M Williams		13 June 2023
35	K Trigg to look to get someone to do a one-off clearing at Lyall Cemetery	K Trigg		13 June 2023
36	M Williams to advise who is in charge of the Reefton Walkway maintenance and track above Reservoir Road	M Williams		13 June 2023

## INANGAHUA COMMUNITY BOARD

13 JUNE 2023

### AGENDA ITEM 5

**Prepared by** Community Services Team Leaders

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

**Attachments** 1 - Reefton Chlorination Community Update  
2 - Reefton Chlorination FAQs 3 April 2023

### COMMUNITY AND ECONOMIC DEVELOPMENT UPDATE

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#### 1. REPORT SUMMARY

This report is to provide an update on the positive and strategic aspects that are happening in the Inangahua community.

#### 2. DRAFT RECOMMENDATION

**That the Inangahua Community Board receive the Community and Economic Development update for information.**

#### 3. ISSUES & DISCUSSION

This report provides an update on developments that occurred during the latter part of May and the start of June 2023.

##### 3.1 Reefton Toilets

There was some feedback from the community regarding the cleaning practices for the new toilets. This has been communicated to our contractors and there should be no further issues.

##### 3.2 Chlorination of Reefton's Water Supply

An update to the Chlorination of Reefton's water supply went to the Clarion newspaper, social media, website and an email to residents this week.

It provides more information about the next stage of the project and gives some FAQs around this.

Chlorination of Reefton's water supply is expected to start in the week of 12 - 16 June, following the final testing of key equipment.

### 3.3 Library

Inangahua County Library is continuing to provide a valuable service to the community with the intent to extend services once the soon-to-be library space has been renovated.

Currently, the Lego Club for Children and the monthly knitting group continue to run.

APNK computers and free wifi are fully available for public use.

For the upcoming school holidays, our team will once again be offering craft packs for children to take home.

Over the past three months, the temporary library situation does not appear to have deterred users which is supported by the latest statistics:

We continue to offer help to customers with basic digital device tech assistance.

- From March to May this year, we helped an average of **18** people each month (Stats on this were not available in 2022).
- The number of people using the APNK computers has increased from a year ago.
- In the March - May period of **2023** an average of **80 people** used the computers each month (March - May 2022 = **57**).
- The collection is being used just as much as it was a year ago, with no significant drop in numbers.
- The average number of Issues for March-May **2023**, **421** per month (March - May 2022 = **436**).
- The average number of active library users for March-May **2023**, was **346** per month (March - May 2022 = **350**).

It is great that the Inangahua County Library customers are using their library just as much as before the move and temporary setup. The library staff do a great job making all library items in the collection available as required, even when they are not all displayed at once.

### 3.4 Visitor Service Centre – Upgrades

Building consent is in the final stages of processing, pending some last information. This should be completed in the coming weeks.

In the meantime, the Project Manager has been in touch personally with local contractors who have been invited to supply tenders for the project.

The accessible doors at the rear of the building, by the Strand have been ordered. Once in place, all users will be encouraged to use these doors by the car park as this is a revamped entrance which offers better parking options.

The door specialist has advised the front entrance doors could not be retrofitted. The only way would be to remove the wind lobby and start from scratch. There is a large element that something could go wrong, and they are not willing to risk a potential disaster.

Options are being discussed about changing the way the doors are able to be easily opened into a locked position to allow better accessibility.

Other progress in the coming months to note will be emergency lighting plan being put into place, upgrade of electrics and removing of walls in the new library to create an open space.

Please be aware there may be some noise disturbances as building work commences; this will be kept to a minimum where possible.

### **3.5 Mawheraiti Hall**

Council resolved at a meeting that the Mawheraiti Hall is to be demolished following an asbestos assessment. There will be an approved contractor to undertake this work and the land will then continue to be grazed by the neighbouring farmer.

### **3.6 King George Park – Ramp, Rail, Path**

Contractors were on site last week to measure the place of the new ramp and start on the install this month.

### **3.7 Pool**

Two contractors have been approached to give a cost to complete works to address some of the issues regarding the ventilation and condensation issues. We are expecting these to come back in the next few weeks and can make a start to these as we move towards the off season.

There will be an ad in the Clarion following the resolution from the last ICB meeting regarding the working group which will call for people to be involved in this.

### **3.8 Road Stopping Behind 6 Deemac Street**

In 2022 the owners of 6 Deemac Street made an application to Council to stop the (unformed) legal road behind their property with the intention of purchasing it from Council. All the other parties adjoining the road considered to be affected gave their approval to the proposal. The

application was considered and approved by the Council to proceed under the Local Government Act 1974.

The survey plan is now being undertaken and once completed, the next step will be the formal public notice of the proposal seeking any submissions on the proposal.

A sign will also be erected on the land with details of how to make submissions. If no submissions are received the road will be stopped. If there are objections, which the council rejects, then the matter will go to the Environment Court for final determination. All costs related to the road stopping are met by the applicant.

### **3.9 Infrastructure Projects**

A verbal update will be provided at the meeting for the following points:

- Waste Requirements for NZCM Rally Feb 2024
- Disability Toilet costings for King George Park
- Reefton Walkway maintenance

# Community Update

## Chlorination of Reefton's water supply



### Kia ora koutou,

This is the June 2023 Newsletter updating you on Buller District Council's progress in preparing the Reefton water supply system for the introduction of chlorine

## Dear resident,

Chlorination of Reefton's water supply is expected to start in the week 12 - 16 June, following the final testing of key equipment.

### What's happening now?

The equipment necessary for automated chlorination has been installed at the Reefton Water Treatment Plant and will be tested, along with staff training, in the week of 12 June 2023.

This is to make sure the doses are accurate and the system fail-safes are working as required.

The testing is all carried out at the treatment plant and won't have any impact on consumers.

Providing all the testing goes well, we are likely to see chlorination start by the end of that working week. We will communicate ahead of time with the Reefton community exactly when we will go live with chlorination.

### What can you do to prepare for chlorination?

We have put together some comprehensive FAQs on our website to help people manage any changes in the water in those initial stages.

Good tips include simply leaving a jug of water sit out on your bench and/or in your fridge overnight – the chlorine level will reduce over time.

You can also filter the water through a carbon filter. The cheapest option is to buy a small filter jug which sits in your fridge.

You can buy at your own cost a filter that attaches to your water supply where it enters your property. It will remove all the chlorine from the water to your home.

People who own fish tanks also need to be aware, they should let the water sit for at least 24 hours before replacing the existing water.

You can find more information on our website in our frequently asked questions under **What about my pets.**

Scan the QR code or go to <https://bullerdc.govt.nz/your-council/key-projects/reefton-water-supply-upgrade/>





## What has been done to date?

A key piece of preparation for this has been flushing the existing pipes in the reticulation system via fire hydrants. Flushing is basically pushing water through the pipes to clear them of any build-up of organic matter or metal deposits that may exist.

The goal by clearing as much built-up debris, slime or metal deposits from the pipes as possible, is to minimise the amount of organic matter for the chlorine to react with. It is this reaction that can cause people to notice a change in taste or smell during initial chlorination. That shows that it is working and improves after a week or two.

## What will the dose be?

In terms of dosing, the Drinking Water Rules require a minimum dose of 0.2 mg/l of chlorine in the water at the point of supply on your property (toby).

This dose needs to reach the last property on the reticulated system, which may mean properties closer to the treatment plant notice more of a difference than those further away.

Unfortunately, there is very little we can do about that, but residents are encouraged to contact us if they want to talk about what is happening.

People can make a service request or email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject Reefton chlorination. This might result in more flushing and testing in the network."

## For more information

If you want to contact the project team, please email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject **Reefton chlorination**.

### Newsletter

You can also sign up for this newsletter which is available online or at the Reefton Visitor and Service Centre.

You can subscribe on our website and select Reefton.

Scan the QR code or go to [bullerdc.govt.nz/do-it-online/water-supply-update-sign-up/](http://bullerdc.govt.nz/do-it-online/water-supply-update-sign-up/).



### Facebook

Updates on progress, timeframes and any other relevant information on the project will be posted on the Reefton Water Facebook page, with major updates on Buller District Council's Facebook page.

### Website

Key information, newsletters, and any other relevant information on the project will be published on Buller District Council's website [bullerdc.govt.nz](http://bullerdc.govt.nz)

## FAQ

Get started to find out more about what is happening by reading our frequently asked questions (FAQ).

### What should I expect once the water is chlorinated?

In the first one or two weeks of the water being chlorination, a change in the taste and smell of the water are to be expected. Chlorine acts on the organic build up in the pipes. A change in taste/smell means it is doing its job. This will settle down.

If you think there is something wrong with the water (tastes very strong, has an unusual odour or is not colourless) we will want to hear from you, please email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject Reefton chlorination. This might result in more flushing and testing in the network

### What if I have a skin condition or sensitivity to chlorine?

Chlorine can be an irritant for existing skin conditions such as eczema. If you feel your skin getting dry or itchy, use moisturiser after having a shower or bath. If you notice increased skin irritation, asthma symptoms or other symptoms, seek medical advice from your GP.

If you have severe reaction or a reaction that seems unusual for you, we want to hear from you and we will log the incident and investigate.

**Comprehensive FAQs are available on Buller District Council's website.**

**Go to [bullerdc.govt.nz/your-council/key-projects/reefton-water-supply-upgrade/](http://bullerdc.govt.nz/your-council/key-projects/reefton-water-supply-upgrade/) or scan the QR code.**



### Reefton Visitor and Service Centre

Staff at the Reefton Visitor and Service centre will have copies of the Frequently Asked Questions and newsletters as they are published.

Please remember they are there to help you access information.

Whatever your feelings about this project, please respect our staff when you interact with them.



#### FOR MORE INFORMATION

If you have further questions, please email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject **Reefton chlorination**. If you like to be added to the distribution list for updates **please subscribe at [bullerdc.govt.nz/do-it-online/water-supply-update-sign-up](http://bullerdc.govt.nz/do-it-online/water-supply-update-sign-up)** selecting Reefton.



# Frequently asked Questions

## Chlorination of Reefton's water supply

### FAQ

Get started to find out more about what is happening by reading our frequently asked questions (FAQ).

#### When is chlorination happening?

Council is planning for the chlorination to be in place by mid May to early June. This will occur in four phases:

- Flushing – pushing water through the pipes to clear them of build-up. This happens regularly now but will increase prior to implementation.
- Installation and Commissioning – installing and testing new equipment at the existing Water Treatment Plant (gas dosing system, pH probes, sensors, alarms and emergency shut-off systems on cylinders).
- Operations – trialling the equipment for short periods of time to gauge its effectiveness and identify any issues. This may involve dosing the system on a limited basis to test the reticulation system.
- Go live – permanent chlorination of the Reefton water supply.

#### What's happened previously?

In 2020, Council found bacteria in the Reefton water supply, and this resulted in a boil water notice. Further investigation found some issues at the reservoirs.

The problems identified in 2020 were investigated and budgets were assigned in Buller District Council's Draft Annual Plan 2020/21. These improvements included:

the realignment and replacement of the rising and falling main (complete) securing the integrity of the treated water reservoir (complete) the provision of residual disinfection (chlorination) (scheduled for 2023).

#### Why chlorinate?

Under the Water Services Act 2021, passed in November 2021, all councils must provide residual disinfection (chlorine) for public drinking water supplies.

Chlorination has been used safely and effectively all over the world for around 120 years as a preventative treatment to avoid contamination of water supplies. It keeps millions of people all

round the world safe from waterborne disease, including the majority of New Zealanders

We want to make sure the water is always safe to drink to everyone in our community and to avoid the need for boil water notices.

Currently the water leaving the Reefton water treatment is compliant with drinking water standards, however chlorine provides an additional barrier to any contamination which occurs post-treatment at the plant.

#### How will Council chlorinate Reefton water?

A new, automatic dosing system is being installed at the Reefton water treatment plant. The dosing system will provide a constant, low dose of chlorine into the water system that supplies Reefton with drinking water.

From the reservoir the chlorinated water flows through a network of pipes prior to reaching your tap. This provides plenty of time for the chlorine to inactivate (stop from growing) any bacteria which may be in the water.

There will be chlorine monitors in both the treatment plant and reticulation (pipe network) which will inform the dosage rate. WestReef staff will also have a portable chlorine monitor to read levels throughout the reticulation.

#### Are other places in Buller chlorinated?

Westport is chlorinated and following Reefton, Punakaiki will also be chlorinated.

#### What are the timeframes for testing? Will we be warned if temporary chlorination that is going to happen as part of the testing process?

Notification will be given when the system is being tested and if this involves brief periods of chlorination, and when the township is being permanently chlorinated.

# Frequently Asked Questions

## What should you expect once the water is chlorinated?

In the first one or two weeks of the water being chlorination, a change in the taste and smell of the water are to be expected. Chlorine acts on the organic build up in the pipes. A change in taste/smell means it is doing its job. This will settle down.

If you think there is something wrong with the water (tastes very strong, has an unusual odour or is not colourless) we will want to hear from you, please email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject Reefton chlorination. This might result in more flushing and testing in the network.

## How much chlorine is being added to my water?

The Drinking Water Rules require a minimum dose of 0.2 mg/l of chlorine in the water at the point of supply on your property (toby). Normally the dose at the water treatment plant is about 1mg/l as some chlorine is lost once the water is running through the pipes.

## How will it be monitored?

Reefton will have two chlorine monitors post-reservoir and one monitor at the treatment plant to optimise the chlorine dose and ensure the water is safe. This dosage may vary at specific times if it is needed to keep your drinking water safe.

## If I can taste chlorine, how do I remove it?

There are many ways of reducing the taste of chlorine in your water. A simple method is to let the water sit out on a bench as the chlorine level will naturally reduce over time or chill the water in a bottle in the fridge. This will not reduce the chlorine level, but many people find it tastes much nicer.

You can also filter the water through a carbon filter. The cheapest option is to buy a small filter jug which sits in your fridge. You pour the water into the top and it filters through a small cartridge into the bottle of the jug. These are designed to fit in your fridge to also chill the water. A more expensive option would be to install an under-sink filter which is attached to a cold tap.

If you don't want to shower or wash your clothes in chlorinated water, you can buy at your own cost a filter that attaches to your water supply where it enters your property. It will remove all the chlorine from the water to your home. This is the most expensive option.

These filters remove chlorine by adsorption to a granulated activated carbon (GAC) filling which is safe for drinking water use. These are available from hardware supplies stores and water filter companies. Your local plumber may also be able to install one. After a while the filter will become 'used up' and needs replacing.

## Is chlorine safe?

Chlorine has been used safely all over the world for around 120 years. It keeps millions of people all round the world safe from waterborne disease.

The majority of New Zealand's drinking water is chlorinated. Westport is already permanently chlorinated, providing effective treatment to keep the water safe for the town.

The amount of chlorine added to the water supply is carefully managed and monitored to ensure levels of chlorine in the water people drink are absolutely minimised.

## What if I have a skin condition or sensitivity to chlorine?

Chlorine can be an irritant for existing skin conditions such as asthma or eczema. If you feel your skin getting dry or itchy, use moisturiser after having a shower or bath. If you notice increased skin irritation, asthma symptoms or other symptoms, seek medical advice from your GP.

If you have severe reaction or a reaction that seems unusual for you, we want to hear from you and we will log the incident and investigate.

## What about my pets?

If you have fish in outside ponds you will need to either turn down in-coming water to an absolute trickle (this dilutes the chlorine level to a safe amount for your fish) or fill up containers of water and let them sit for at least 24 hours before using (the UV of the sun evaporates chlorine). You could also collect rainwater and use that instead.

For smaller fish tanks or bowls inside, fill up a container of water and let it sit for at least 24 hours and then only replace a third of the water at a time. If you're still worried, you can buy de-chlorinating kits (sodium thiosulfate) at pet supplies stores.

## How does council communicate with people in Reefton during this process?

There will be a community meeting on 12 April at the Reefton Cinema, where the project team will explain the process of chlorinating the Reefton water supply and answer questions.

A regular newsletter will be distributed via email, and for collection at the Reefton Visitor and Service Centre. You can subscribe for the newsletter by signing up to Buller District Council's email list online by selecting Reefton.

Go to [bullerdc.govt.nz/do-it-online/water-supply-update-sign-up/](http://bullerdc.govt.nz/do-it-online/water-supply-update-sign-up/)

Updates on progress, timeframes and any other relevant information on the project will be posted on the Reefton Water Facebook page, with major updates on Buller District Council's Facebook page, and website - [bullerdc.govt.nz](http://bullerdc.govt.nz)



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# Frequently Asked Questions

The project team can be contacted by emailing [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with the subject Reefton chlorination.

Copies of newsletters and Frequently Asked Questions will be available at Reefton Visitor and Service Centre.

## Reporting issues

We expect that at the start of the chlorination process, as any remaining debris in the pipes is chlorinated, there will be a short period where the water will taste stronger. This will dissipate over time.

If you think there is something wrong with the water, we will want to hear from you. Please either email [info@bdc.govt.nz](mailto:info@bdc.govt.nz) with Reefton chlorination as the subject or lodge a service request with Council.

## Reefton Visitor and Service Centre

Staff at the Reefton Visitor and Service centre will have copies of Frequently Asked Questions and Newsletters as they are published. Please remember they are there to help you access information.

## Why does drinking water need to be treated?

International experts are in agreement that drinking water should always be disinfected even if the source of the water is protected from influences from the surface (such as deep groundwater). This is because contamination can occur in the pipes or reservoirs the water flows through (such as repairs, backflow, and deterioration with age).

A well operated water treatment system reduces the risk of water supplies becoming contaminated.

## What happens when drinking water becomes contaminated?

Contaminated water can result in disease spreading quickly through a population. About 5,500 of the 14,000 residents in Havelock North were estimated to have become ill with campylobacteriosis in 2016. Around 45 were subsequently hospitalised. This outbreak may have contributed to three deaths, and an unknown number of residents continue to suffer health complications. This resulted in changes to regulations around drinking water.

## What is FAC?

When chlorine is introduced to untreated water it gets 'spent' or used up when it reacts

with organic matter and micro-organisms. Water treatment plant operators need to ensure that the amount of chlorine left in the water after it has been spent is sufficient to continue to safeguard the water from any possible recontamination throughout the reticulation. This leftover chlorine is called free available chlorine (FAC).

## How can the water in the pipe network (reticulation) get recontaminated?

Contaminated water can enter a water supply through cracks in pipework, or through any backflow in the reticulation. Backflow is one of the biggest risks to water supplies and happens when water flows backward from a customer's property into the network. This can happen when pressure drops in the network and causes water (and potentially contaminants) to be sucked or pushed back into the public water supply.

## We already treat the water with UV. Why do we have to chlorinate the water as well?

Both chlorine and UV provide excellent disinfection of water.

Ultraviolet (UV) light works by inactivating micro-organisms, making them unable to reproduce in the human gut. This treatment allows them to pass right through the body without causing any illness. UV light is a highly effective disinfectant at the point of treatment, but doesn't offer any protection from possible recontamination of the water within the reticulation once it has left the treatment plant. Chlorine is a highly efficient disinfectant that will kill most micro-organisms in the water. Once introduced into a water supply, chlorine will continue to kill any pathogens that it comes into contact with as it passes through the reticulation. This is called a residual disinfectant, and this is the major difference between UV and chlorine treatment.



### FOR MORE INFORMATION

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## INANGAHUA COMMUNITY BOARD

13 JUNE 2023

### AGENDA ITEM 6

**Prepared by** Councillor Linda Webb  
Chair

**Attachments** 1 - ICB Letter Reefton  
2 - ICB Letter Te Whatu Ora  
3 - Response from Te Whatu Ora

#### CHAIR'S REPORT

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##### 1. REPORT SUMMARY

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

##### 2. DRAFT RECOMMENDATION

**That the report be received for discussion and information.**

##### 3. GENERAL ITEMS

###### 3.1 ICB – Annual Plan Submission

We ran another annual plan public workshop with a great turn out from our community. Thank you to everyone who contributed, it was great to hear from members of the community to get their feedback.

###### 3.2 Ziman House

On behalf of the ICB I have written to our local MP Damien O'Connor asking to seek information about the re-opening of Ziman House. His office has responded to the letter saying they will seek information on our behalf. I have also written to Te Whatu Ora seeking information on behalf of the ICB.

###### 3.3 Otago Medical School Visit in August

The ICB have been contacted about the upcoming Otago Medical School Student Visit.

Six third-year medical students will be visiting Reefton from **Monday 21 to Thursday 24 August.**

'The students would like to be able to meet with you to learn how your organisation contributes to the health and wellbeing of individuals in your community. For many students this is their first experience of rural/small town life, so we are keen that they immerse themselves into your community for the week. Please also let us know if there are volunteering opportunities that students can undertake during their time with you as it would be great for them to give back to your community. '

Please let me know of any volunteering opportunities that they could undertake in this time.

They are booked to meet with members of the ICB on Wednesday 23 August 9am at Sacred Heart School Library.

**3.4 ICB Budget Left to Spend - \$2,133**

Queen Elizabeth II – Tree planting for 1 year anniversary of her death  
As discussed at the last ICB meeting, the community are in favour of planting a tree in King George Park on September 8 2023 to commemorate the 1 Year anniversary of her death. I have got some approximate pricing of a similar tree/plaque that was planting for the King's coronation \$1,600. We could use some of the balance left in the ICB budget for this year.

Discussion needed to allocate this money to spend.

**3.5 Road closure costs for ANZAC parade and Christmas Parade**

We have put this into the Annual Plan Submission. We are awaiting costings around this.

**3.6 Mawheraiti Hall**

The council has resolved to demolish this.



**Inangahua Community Board**

6 June 2023

C/ Linda Webb  
63 Main Street  
Reefton 7830

Dear Reefton Inc,

In February 2024 the New Zealand Motor Caravan Association are holding their National Rally here in Reefton. At our most recent meeting organiser Ken Leslie spoke of the economic benefits this would bring to Reefton and wanted to ensure that all of your members were aware of this event so that they could be prepared to cater for the expected number of visitors to the town over the days of the rally.

The last major rally held in Reefton was the South Island rally and from a survey of those that attended it was estimated that around \$80k was spent in the town by attendees. To this end it would be great if you were able to spread the word that this will be a major event and a great opportunity for your members to leverage off in many ways.

One of the concerns will be the amount of cash available in the two ATM machines and it would be prudent for the two Banks to be advised that there is likely to be an increase in demand over that time. The same may apply to the amount of fuel that may be needed as vans arrive or depart from Reefton. Obviously, there may also be an increased demand on basic food items such as bread and milk etc.

Much has been said about the economic benefits or not of hosting such rallies and we think that this is something that your members may be interested in delving into by way of conducting their own survey on how much extra money comes into the town directly from rally participants. A way of collecting this sort of data without placing an undue burden on your members would need to be established, but we feel such a survey would be valuable for the likes of BDC and DWC.

We would be interested in discussing this further with your members.

Kind regards



**Linda Webb**  
Chair – Inangahua Community Board

Phone 027 331 2090 | Email [linda.webb@bdc.govt.nz](mailto:linda.webb@bdc.govt.nz)

6 June 2023

C/ Linda Webb  
63 Main Street  
Reefton 7830

Dear Te Whatu Ora

**RE: Ziman House – Reefton**

We are seeking information on the future of some of the health services in our town of Reefton. As we understand it the ownership of our medical practice and our aged care facility has now passed over to Te Whatu Ora, having previously been owned by the West Coast DHB.

You may be aware that our aged care facility has been closed since March 2022 due to a number of issues identified by the previous DHB.

If it is not your intention to retain ownership of these two collocated facilities, then we would like to know what your intentions might be. There has been some discussion about the possibility of the community establishing a Trust to operate these and we have also fielded enquiries from parties interested in private ownership.

We would appreciate your views on how you see these two important services continuing to be available in Reefton.

Kind regards



**Linda Webb**  
Chair – Inangahua Community Board

Phone 027 331 2090 | Email [linda.webb@bdc.govt.nz](mailto:linda.webb@bdc.govt.nz)



1 June 2023

Honourable Mr Damien O'Connor  
MP for West Coast Tasman

Kia ora Damien

### Ziman House – Reefton

Thank you for your email of 25 May requesting an update on the temporary closure of Reefton's Ziman House.

In March 2022, the Board of the former West Coast District Health Board took the step to temporarily close Ziman House, to ensure the safety of residents. A lack of staff at the facility meant that residents were not receiving the care appropriate to an aged residential care setting. The impending outbreak of Omicron threatened to exacerbate this further, with predicted high staff illness rates.

Three workstreams were progressed during the temporary closure:

- recruitment for suitably qualified staff
- refurbishment of the facility; and
- staff training

The refurbishment and staff training were completed in the period up to June 2022, which had been the intended reopening date. Registered Nurse recruitment to Reefton had been running prior to the temporary closure and then became more targeted to Aged Residential Care Registered Nurses (ARC RNs), Clinical Nurse Manager (CNM) Ziman House and the Older Persons Health and Disability Manager roles. This campaign was both national and international. The campaign attracted limited interest and ultimately there were no suitable candidates for the RN or CNM roles.

Re-opening of the facility has always been contingent on having sufficient qualified staff to provide appropriate safe care for the older members of the Reefton community. Our local recruitment efforts continue and, at a national level, Te Whatu Ora also continues with its health workforce recruitment campaign. In recent months, there has been increased interest from UK-based nurses wanting to work in New Zealand. While several nurses have been recruited into Te Tai o Poutini positions through the recent campaigns, so far none have wanted roles in Aged Care.

Immediately following the temporary closure, a project team was established to see the workstreams were completed on time. The team included two community members who helped to keep the community informed and brought feedback back to the team. The team met fortnightly and then monthly once the workstreams were completed. The regular meetings were concluded in early 2023, pending advancements on recruitment.

## ATTACHMENT 3

In the interim, the staff have been working with older people in the Reefton community to gauge interest in trialling a day care service. This could provide valuable social connection, respite for carers, shared meal times, activities and outings, and would be available to a greater number of people.

We remain open to continuing to engage with our staff and the local community about future models of care for older people in the Reefton area and what a sustainable future for Older People's Health in the area looks like. Some Reefton residents have already participated in the recent Takiwā Poutini ([www.takiwapoutini.nz](http://www.takiwapoutini.nz)) roadshow and provided valuable ideas. There will be more opportunities to participate and we will keep the community informed about these.

Nursing shortages continue to affect even the largest aged care facilities on the West Coast. In the current context of nursing shortages, West Coast ARC facilities have pulled together to ensure older people can continue to reside here. There have been short periods of time where this has not been possible, and some people have been offered care in regions of their or their family's choice.

Ziman House, which could be home to 10 residents, requires a nursing workforce of 5.4 full time equivalent ARC RNs. By contrast, a facility which is home to 60 older people is supported by the same number of staff.

Ngā mihi



**Philip Wheble**

**General Manager | Kaiwhakahaere Matua  
Te Waipounamu/Te Tai o Poutini West Coast**

[TeWhatuOra.govt.nz](http://TeWhatuOra.govt.nz)

PO Box 387, Greymouth, 7840

Waea pūkoro: +64 3769 7400

**Te Kāwanatanga o Aotearoa**  
New Zealand Government