

Consultation

3.1 Analysis of existing documents

A series of draft community outcomes had been included in the Buller District Council Long-Term Council Community Plan (LTCCP), which was open for consultation in 2004. This was Council's first LTCCP, and Council (along with most other territorial authorities) chose not to undertake a formal process to identify outcomes at this stage, due to time constraints.

The draft outcomes included in this first LTCCP were identified through the analysis of existing documents and past feedback and consultation. These included community input and comment on;

- District Plan
- Buller Youth 2000
- Solid Waste Management Plan
- Westport and Reefton Sewerage consultations
- Westport Water Strategic Study
- Westport Skatepark
- New Westport Library
- Punakaiki Development Plan
- Annual Plans
- Resource consents
- Westport Youth forum
- Correspondence with iwi

To date, Buller District Council had not undertaken any 'holistic' consultation with the community, nor had they undertaken any general residents satisfaction surveys or similar. Consultations tended to be project focussed, and generally related to specific council services, projects or functions.

The other agencies involved in this initial process were also asked to assess and provide any existing and current documentation of community opinion which they held, that could be of value to the process.

3.2 Informing the Community

Council's main means of communication at present is the BDC Bullertin, a weekly page that is distributed free throughout the district via the News Weekender. This page is also posted on the council website, and is mailed to a small list of out-of-district ratepayers who do not have internet access and have requested a hard copy be mailed each week.

The BDC Bullertin was used to provide lead-up information to the consultation process from December 2004 until the flyer was distributed in March.

The Community Outcomes flyer was delivered through the district on the 2nd March 2005, and was mailed soon after to all out-of-district ratepayers. A copy

of the flyer was also posted on the web page. Flyers were available from Buller REAP and Citizens Advice.

In addition, the following forms of communication were used to advise the community of the process, and to provide additional information;

Meeting with Ngati Waewae	October 2004
Letter sent to Ngati Waewae	November 04
Mayor and Councillors Vision document released	November 04
Media coverage of Vision document	Nov/Dec 04
BDC Bullertin article	December 04
BDC Bullertin article	January 2005
Key stakeholders meeting	February 05
Letter sent to all principals of schools in district	February 05
BDC Bullertin article	February 05
Display in Westport library and Reefton Service centre	Feb/Mar 05
Flyer and feedback form distributed	
BDC Bullertin article	March 05
Radio interview	March 05
Full page advert in Nthn Buller Community Newsletter	March 05
Full page advert in 'The Clarion' Community Newsletter	March 05
Full page advert in Karamea Community Newsletter	March 05
Media coverage, Westport News, Grey Star, radio	March 05
BDC Bullertin article	April 05
Final media coverage, all sources	April 05

During this time, the Mayor, Councillors, Chief Executive and Communications Officer attended several community meetings to discuss the consultation opportunity, garner feedback, and encourage participation. The following meetings were attended over March and April;

Meals on Wheels	Reefton Rollerpark
Reefton RSA	Charleston Waitakere Group
O'Connor home	Mountain Safety Council
Grey Power	Basketball Association
Hocky Association	Arts, Culture, Heritage workshop
Jockey Club	Reefton Domain Board
WCDHB Dental Reps	Holcim Community Meeting
B&B meeting	Buller Promotions
Elder Groups meeting	School Principals meeting
Buller REAP	Reefton Domain Board
Arts Council	Safer Community Council
Friendship club	Older & Bolder
Kynnersly Home	Reefton Primary School
Trotting Club	Granity School
Rotary	South School
North School	Stakeholder meeting
Friends of the Hill	Maori Women's Welfare League

The other organisations involved were similarly asked to utilise their networks and community opportunities to promote the consultation and encourage participation, as able.

3.3 Community flyer

The use of a mail-out flyer with a series of relatively simple questions and a pre-paid return feedback form was considered the best way of reaching a large number of people and providing them with an opportunity to have a say. A community flyer was distributed throughout the region (and sent to all out-of-district ratepayers) early in March³.

The community flyer was written and designed in-house. It was a four-page full colour flyer, and was inserted into the Buller district delivery of the West Coast Messenger. Two feedback forms were provided per flyer. Feedback from previous consultations had indicated that it was important for respondents to be able to complete an individual form, rather than being limited to one form per household.

Due to the nature of printing, the flyer had to be either four pages or eight pages in length. It was decided that while four pages meant restricted space was available for the feedback form, eight pages was too daunting in terms of volumes of information that would be provided.

The intention of the flyer was to promote discussion, seek confirmation or otherwise of the draft community outcomes, provide respondents with an opportunity to prioritise the importance of these outcomes, comment on how they currently viewed the region as achieving the outcome, and provide opportunity for general comment.

Just over five hundred and seventy individual feedback forms were received. Response via the individual feedback form was loosely restricted to those aged 16 and over, as response required an ability to understand the information included in the flyer, and make an individual response to the draft outcomes.

A separate process was developed for participation from those aged 15 and under.

3.4 Schools and Organisations feedback

Schools were invited to participate in the process by whatever means most suitable to them. All school principals were contacted via letter in February, with the CEO attending a meeting early in March. Follow-up phone calls were made.

³ Attachment two

Buller High School, Reefton Area School, Granity School and St Canices School participated, with students providing feedback via PowerPoint presentations, posters, letters and a short video clip.

A small number of submissions were made from groups or organisations. This option was available, and was advertised in the district flyer, though not intensively promoted through the consultation period. Traditionally when Council has been consulting, submissions from groups and organisations are more likely to be received, whereas individual responses have been less forthcoming. Hence the focus during this consultation on getting as many individuals to feed into the process as possible.

Six group submissions were made, they could be loosely grouped as originating from groups representing Iwi, elder residents, and groups with public health, business/tourism/heritage and environmental interests.