

# HURUNUI DISTRICT COUNCIL MINUTES



<b>Meeting</b>	Public Services Committee
<b>Time and Date</b>	1.15 pm.13 April, 2017
<b>Venue</b>	Council Chambers, Carters Rd, Amberley

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**Members Present** Committee members: Councillor Fiona Harris (Chairperson) Mayor Winton Dalley, Councillors Marie Black, Julia McLean and Vince Daly  
Non Committee member: Councillor Dick Davison

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**In Attendance** Hamish Dobbie (CEO), Audrey van der Monde (Manager Public Services, Maree Hare (Committee Secretary)  
Part Meeting: Judith Batchelor (Manager Regulatory Services), Dan Harris (Manager Infrastructure Service Delivery) until 1.59 pm  
Sally Cracknell (Team Leader Waste Minimisation), Allan Grigg (Emergency Management Officer)  
Paul Dahl - ECan

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**1. Apologies** Councillor Jason Fletcher and Geoff Shier (leave already granted)

THAT THE APOLOGY BE ACCEPTED.

Black/McLean

CARRIED

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**2. Health and Safety briefing** Those present were advised of the exits and assembly points to be used in the event of an evacuation from the meeting room.

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**3. Absent** Nil

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**4. Conflict of Interest Declarations** Cr Harris declared a potential conflict with the Urgent Business Item – Waipara Fire Brigade however the meeting agreed that her connection with the Fire Brigade was not a conflict.

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**5. Urgent Business** • Waipara Fire Brigade request for a Transfer Station Fee waiver

THAT THE PUBLIC SERVICES COMMITTEE ACCEPTS THE ITEM OF URGENT BUSINESS AND AGREES TO DEAL WITH IT.

Dalley/McLean

CARRIED

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**6. Minutes** THAT THE MINUTES OF THE MEETING HELD ON 9 MARCH 2017 BE SIGNED AS A TRUE AND CORRECT RECORD OF THAT MEETING.

Black/McLean

CARRIED

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Matters arising –

- Spotswood Hall – Cr Daly advised that the Hall Advisory Group now want to know what to do regarding the chimneys in the Spotswood Hall. The Manager Regulatory Services replied that while Council Officers can assess the chimneys, a more detailed technical assessment will be required and she can arrange this if that is the will of the Hall Advisory Group.

It was agreed that if the Spotswood Hall Advisory Group want to progress this matter that it makes a recommendation to the Cheviot Ward Committee.

- Child Protection Policy – Cr Black advised that she had asked for feedback on the Child Protection Policy and it was noted that it was not on the Work Programme included in the Agenda. The Manager Public Services advised that this will be added to the Work Programme.

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## 7. DECISION ITEMS

### 7.1 Mowing Contracts Extension

The Report from the Service Delivery Team Leader Amenities asked the Committee to consider extending the existing township contracts. The report advised that the existing contracts will reach their end date in June 2017 and that contractor performance through the contract period has been deemed as satisfactory.

The report advised that with the additional work the November earthquake and the Footpath Assessment has involved there are insufficient in-house resources to complete the tender process for the mowing contracts at this time.

It also advised that allowing for a further year will provide an opportunity to consult with communities to tailor the contracts to better suit their needs and allow for consideration of reducing the multiple contracts to a single contract thus providing potential cost savings. It was noted that a verbal agreement has been received from the current contractors to extend delivery for a further year.

The Manager Infrastructure Service Delivery spoke to the report and the meeting noted the following –

- The new Glenmark Ward had approve this approach at their recent meeting.
- It was noted that the Amuri Community Committee wish to make changes to the areas to be mown and the Manager advised that while this can be done at any time it would be an ideal opportunity to make changes when the contract is reviewed.
- The Manager advised that the Contractors have agreed to the proposed extension for one year at the same cost.

THAT THE PUBLIC SERVICES COMMITTEE APPROVES EXTENDING THE MOWING CONTRACTS FOR ONE YEAR AND THAT OFFICERS PRESENT A REPORT TO EACH COMMUNITY INFORMING THEM OF THIS DECISION AND REMINDING THEM THAT THEY CAN ADD, REDUCE OR CHANGE THE MOWING AREAS THROUGH THE CONTRACT VARIATION PROCESS.

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	Black/McLean	CARRIED
<b>7.2 Public Notification of the Draft Amberley Eastern Reserve Management Plan</b>	<p>The Report from the Senior Planner advised that in December 2015, Council adopted the recommendation that a stakeholder group be established to develop a draft reserve management plan for the Amberley Eastern Reserve and that this plan be bought back to Council. Council gave public notice of the intention to develop a draft reserve management plan and two suggestions were received. The stakeholder group considered the suggestions and then prepared the draft plan for the Amberley Eastern Reserve.</p> <p>The report advised that Section 41 of the Reserves Act 1977 requires Council to keep its Reserve Management Plan under continuous review; outlines the process for reviewing reserve management plans and states the Council is not required to gain ministerial approval of management plans for reserves classified as “local Purpose” or “Recreation Reserves” which means that the Draft Amberley Eastern Reserve Management Plan will not need to be submitted to the Minister of Conservation for approval.</p> <p>The report was seeking approval of the committee to publicly notify the Plan under Section 41 (6) of the Reserves Act 1977.</p> <p>The Senior Planner spoke to the report.</p> <p>THAT THE PUBLIC SERVICES COMMITTEE AGREES TO NOTIFY THE DRAFT AMBERLEY EASTER RESERVE MANAGEMENT PLAN FOR PUBLIC CONSULTATION PURSUANT TO SECTION 41(6) OF THE RESERVE MANAGEMENT ACT 1977.</p> <p>Dalley/McLean</p> <p>Mayor Dalley noted that the stakeholder group had followed a robust process and it was now appropriate for the Community to have their say.</p> <p style="text-align: right;">The motion was put and CARRIED</p>	
<b>7.3 Recognition of Volunteer Rural Fire Crews</b>	<p>The Report from the Manager Public Services advised that because of the commencement of the new Fire Emergency New Zealand on 1 July 2017, the Council’s Volunteer Rural Fire crews will no longer come under Council jurisdiction and the report suggested that some form of recognition be made of the work the Rural Fire crews have done for Council.</p> <p>The report suggested a council ceremony where a presentation would be made to each crew member.</p> <p>The Emergency Management Officer spoke to the report and the following points were noted –</p> <ul style="list-style-type: none"> <li>• There has been an amazing amount of work done by these volunteers and not just involving rural fires.</li> <li>• A Challenge Coin, which is used overseas to great effect, is proposed for the presentation. This will possibly have a fire symbol on one side and the Hurunui District Council Logo on the other. The coin will be in a presentation box. The final cost of the coin is unknown at this time but it is hoped the total it would be approximately \$3,000.</li> <li>• It was noted that this will be part of the history of the district and it was</li> </ul>	

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suggested that records be kept of the work done. The meeting noted that this would come at a cost and it was suggested that external funding should be investigated. The funding of the medals was discussed and concerns were expressed that if the medal is not paid for by the Ratepayers it does not recognise the Ratepayer's gratitude. Further concerns were expressed that while these people must be recognised there must not be an open ended funding arrangement. The Manager Public Services responded that this is a very recent idea and the report is to get some direction from the committee.

- There would be approximately 100 volunteers who would be allowed to invite up to two guests each to the ceremony.
- It was suggested that a sensible approach be used regarding the length of service recognised however the Mayor responded that he believed the number of years of service is not relevant as the volunteers have trained and made a commitment to the district. It was suggested that those who have 'passed on' should also be recognised and it was agreed that the Officer scopes this out looking at the numbers involved and assessing what is realistic.
- The meeting agreed that two members of the Public Service Committee work with the Officers on this and make a decision before the next Committee meeting.

THAT THAT PUBLIC SERVICES COMMITTEE AGREES TO HOLD A CEREMONY FOR THE VOLUNTEER RURAL FIRE CREWS TO RECOGNISE THEIR CONTRIBUTION TO THEIR COMMUNITIES WHILE UNDER THE COUNCIL'S JURISDICTION AND THAT CRS BLACK AND MCLEAN WORK WITH THE OFFICERS TO ORGANISE THIS.

Dalley/Daly

CARRIED

There was a query re recognising the work the Emergency Services Officer has done and it was agreed that other people have contributed too and should be on the guest list.

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## 8. DISCUSSION ITEMS

### 8.1 Section 17A – Waste review

The report from the Production Officer advised that Section 71A of the Local Government Act require that Hurunui District Council review all services in respect of their funding, governance and delivery by (at the latest) 8 August 2017 and thereafter every six years. The report considered the governance, funding and delivery of Hurunui District Council's waste management service noting that due to the upcoming statutory review of the Waste Minimisation and Management Plan (WMMP), which is due by May 2018 and suggested that no changes are recommended at this time in relation to governance, funding and delivery of the waste management services.

The report suggested that a more detailed S17A review be conducted in mid 2018 following the completion of the WMMP review providing a sound basis for the reappraisal of the waste management contract at the beginning of 2019.

The Manager Public Services spoke to the report and the following points

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were noted –

- The Contract is not due for renewal until 2019.
- It was noted officers have looked at the process and no changes are needed at this time. The Manager advised that if there had been any issues it would have been a perfect time for review but this is not the case.

THAT THE INFORMATION BE RECEIVED.

Black/McLean

CARRIED

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## 9. INFORMATION ITEMS

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### 9.2 Public Services Work Program

The Public Services Work Programme was provided for the information of the Committee.

The meeting considered the Work Programme and noted the following –

- The Child Protection Policy will be added to the programme.
- Cr McLean gave an update on the Amberley Pool project and it was noted that the Finance Audit and Risk Committee have agreed to look at options for this facility. The meeting noted a recent report in the North Canterbury News regarding the Amberley Pool and it was agreed that there is a need to revisit the community's expectations for this project.

The meeting noted that Council had followed a full consultation process on the project as part of the Long Term Plan process.

THAT THE INFORMATION BE RECEIVED.

Black/McLean

CARRIED

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## 10. PUBLIC EXCLUDED SESSION

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### 10.1 Waste Minimisation Fund – Project Funding for Earthquake Recover

The meeting noted that the funding from the Waste Minimisation Fund has now been publicly announced and it was agreed that the report be considered in the Open meeting.

The report from the Team Leader Waste Minimisation explained the various options for managing the waste resulting from the November 2016 earthquake and the \$2.6 million funding, which Hurunui and Kaikoura Councils are to receive from the Waste Minimisation Fund approved by the Minister for the Environment.

The Report advised that appropriate management of the demolition waste following the earthquake event is a priority and alongside this there is a need to make waste disposal easy and affordable. Following the earthquake event the Ministry for the Environment offered financial assistance and an application was sought for the Waiau transfer station rebuild and repairs to the Hanmer Springs Transfer Station. A joint application to the Waste Minimisation Fund was completed on behalf of the Kaikoura and Hurunui District Councils and

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Environment Canterbury through Officer members of the Canterbury Joint Committee Working Party. The application for \$2,636,000 was submitted in early March 2017 and confirmation has been received that the application has been approved. The report noted that the news had not been officially announced by the Ministry at the time of the compilation of the Agenda however the meeting noted that this has since been made public

Waiau Transfer Station - The report advised that the Waiau transfer station had sustained significant damage in the earthquake event to the extent that a total rebuild is required. It was noted that the station is sited on an old landfill site, which experienced significant movement and that site is no longer level. The Report suggested that the cost of land remediation is likely to be prohibitive and that sites in close proximity be considered for the rebuild.

It was noted however that when the application was submitted the intention was to rebuild on the existing site, however this is no longer an option and therefore there will be some additional and unbudgeted costs for the consent and fencing of a new site. To minimise costs and promote recycling, clean-fill waste from demolished buildings could be diverted and crushed to be utilised for the rebuild project. The rebuild of the transfer station is not planned until the major after shocks have diminished.

Hanmer Springs Transfer Station – the report advised that a block wall at the Hanmer Springs Transfer Station was damaged in the earthquake event and it is planned to reconstruct the wall to prevent it falling again in the event of another earthquake.

Waste Management and Minimisation Infrastructure – the report noted that the northern transfer stations are satellite sites, which are unable to accept large volumes of demolition waste and because of this the funding application included costs for more infrastructure to manage cleanfill at the Amberley Transfer station to enable earthquake waste to be diverted.

Paul Dahl from Environment Canterbury's Waste and Environmental Manager Team joined the meeting for this discussion.

The meeting considered the report and the following points were noted

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- A possible site for the new Waiau Transfer Station was suggested and it was noted that the site is on Council land and is part of a block currently being leased. The Lease is due for renewal in mid 2018, however the current lessee has not yet been approached but officers can do this immediately.
  - Noted that the use of the current site in Waiau would be false economy as it is unstable and the remediation of the site would not be cost effective.
  - Concerns were expressed regarding the proximity of the site to the river and Paul Dahl responded that the process for transfer stations regarding run offs, spill etc are standard.
  - The disposal of asbestos was discussed fully and it was noted that a
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suggestion is to excavate an area at the current Transfer Station (only if the transfer station is relocated) and install an Asbestos Cell however a survey would be done prior to this to make sure there is no potential impact the Waiau River.

The cell would be four metres in depth and when completely filled would be covered with an additional two metres of compacted soil and its location recorded by GPS.

It was noted that provided the asbestos is wrapped and managed correctly when delivered to the Council site, Council would accept it for a zero gate fee to assist those managing the waste stream and also to discourage disposal by other inappropriate methods.

Paul Dahl noted that the Asbestos option is a concept that will be subject to Council Consent and Ecan will also have an input into this. He noted that the cell for asbestos is contentious however providing the process is carried out according to the law the main problem is the public conception.

The meeting queried if it would be cheaper to take the Asbestos to Kate Valley and Paul Dahl replied that the scale is small.

- Paul Dahl advised that the purpose of the funding received is to minimise waste and the more expensive this is, the less compliance there will be.
- Mayor Dalley warned that there is a need to be conscious of cost and noted that there is nothing in the report covering the transportation of Asbestos and suggested that an estimate of tonnage be done to see it is could be transported.
- Paul Dahl advised that the identification of volumes would be possible very soon once the Case Officer funded via the project is in position.
- The CEO noted that there is some urgency to decide on how asbestos is to be disposed of and the Mayor queried if it would be quicker to take it to Landfill or build a Cell. The CEO replied that the quickest way is for contractors to wrap the asbestos and store it in a container state however it is up to how soon a container can be put on the site. P Dahl responded that as long as it is handled correctly it is acceptable to stay on the landowners site. A container on the Council site which is used just for asbestos would not need a further consent because it already has one.

THAT THE INFORMATION BE RECEIVED.

Dalley/McLean

CARRIED

The meeting thanked the Team Leader Waste Minimisation and Paul Dahl from Ecan for the work put into this project.

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## 11. URGENT BUSINESS

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### 11.1 Waipara Fire Brigade request for a

Cr Harris advised that the Waipara Volunteer Fire Brigade are planning to do a 'clean up' of the Waipara River on April 30<sup>th</sup> and have asked that they be granted a waiver of fees to use the Transfer station. It was

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**Transfer Station  
Fee waiver** agreed that the Brigade approach the Team Leader Waste Minimisation about this.

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**Meeting Ended** The meeting ended at 3.15pm.