

HURUNUI DISTRICT COUNCIL MINUTES



Meeting Public Services Committee
Time and Date 9.30 am, 18 May, 2017
Venue Council Chambers, Carters Rd, Amberley

Members Present Committee members: Councillor Fiona Harris (Chairperson)
Councillors Marie Black and Julia McLean

In Attendance Councillors Dick Davison, Nicky Anderson and Geoff Shier
Hamish Dobbie (CEO), Audrey van der Monde (Manager Public Services),
Maree Hare (Committee Secretary)
Part Meeting: Helga Bennett (Senior Policy Planner), Josie Hemmings
(Administration Officer – Property), Rochelle Faimalo (Social Recovery
Coordinator)

1. Apologies Mayor Winton Dalley, Cr Vince Daly (leave already granted)
Non Committee members – Cr M Ward
THAT THE APOLOGIES BE ACCEPTED.
Chairperson CARRIED

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.

3. Absent Nil

**4. Conflict of Interest
Declarations** Nil

**5. Urgent
Business** Nil

6. Minutes THAT THE MINUTES OF THE MEETING HELD ON 13 APRIL 2017 BE SIGNED
AS A TRUE AND CORRECT RECORD OF THAT MEETING.
Black/McLean CARRIED

Matters arising –

- Waiau Transfer station - progress on the Waiau Transfer Station was queried and the Manager Public Services agreed to update the Committee via email after the meeting.
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- Waipara Fire Service rubbish removal from the Waipara River bed – Cr Harris advised that 1.9 tonnes of rubbish was removed from the River bed by the Waipara Fire Service members noting that this does not include metal or car parts. Cr Harris also advised that the personnel involved in this project are grateful to the staff at the Transfer station for their assistance.

It was noted that the rubbish removed appeared to be from a variety of sources and that people from Christchurch and members of Clubs who use the river helped with the clean up.

The committee expressed disappointment that the rubbish removal was necessary and it was queried how this could be managed better. Cr Harris advised that the Waipara Fire Brigade have put a posting on their Facebook page about this and it was suggested that cameras be installed in an attempt to identify those illegally dumping in the riverbed or that an education program may help. It was also suggested that charging for the dumping of electrical goods may be exacerbating the problem and that an annual amnesty for this may help.

7. DECISION ITEMS

7.1 Hurunui District Council Tree Management Policy

The Report from the Senior Planner spoke to her report noting that the Committee had considered the Draft Tree Policy at the February meeting and that the amended version was provided for consideration.

The meeting considered the policy and noted the following –

- The authority of local people to carry out work on trees in their areas was queried and the CEO advised that the local Ward Committees have the Delegations for local Reserves however if the work is to be carried out on trees on the road reserve the Council Roading department need to be involved as there may be a need for Traffic Management and Health and Safety Plans etc.
- It was noted that in some cases the value and the history of trees needs to be understood because there are strong feelings about trees in the community. The Policy Planner advised that there is a tree removal policy for the Amberley Ward but not other Wards.
- It was suggested that it would be helpful if the photos in the Policy were identified but the Manager Public Services noted that in some instances landowners may be identified if this happened.
- Cr Black suggested that the Ward Committees be made aware of the Policy.

THAT THE PUBLIC SERVICES COMMITTEE ADOPTS THE HURUNUI DISTRICT COUNCIL TREE MANAGEMENT POLICY.

Harris/

There was further discussion on the Policy and Cr Harris suggested that Council should consult with the community before doing any work on trees

planted by the community on a road reserve and that this should be in the Policy. The CEO noted that there have been occasions when trees have had to be removed to repair drains and if officers have to consult with the community, people could be without water or sewer for some time which is problematic. The CEO also noted that Council has received complaints regarding the trimming of trees but also plaudits for the same work. The Chair suggested that communication is important when work is proposed on amenity trees on a reserve.

Cr Black noted that the Policy will be reviewed in time and suggested that it be left as tabled in the meantime.

Seconded /McLean

CARRIED

It was agreed that it would be helpful for some of the photos in the policy to be identified and that the Policy be provided to the Ward Committees for their information.

8. DISCUSSION ITEMS

8.1 Child Protection Policy

The report from the Production Officer provided the amended version of the Child Protection Policy noting that the amendments suggested by the Committee in September have been made. It was noted that as the policy is in regard to the conduct of staff, it is presented for the Committee's information.

The Manager Public Services spoke to the report and the meeting noted the following -

- The Policy is for Council staff and while Council is not required to have this policy it is considered to be good practice to do so because while staff are not expected to be experts in child abuse it is possible some officers will pick things up from time to time especially those working in the Swimming pools, Libraries, the Youth program, Earthquake recovery program etc
 - It is intended to make all Council staff aware of this policy.
 - Cr Black expressed concerns that staff need to understand what they are looking for and that the definition of 'vulnerability' should be included in more depth in the policy. The Manager responded that Council does not have 'children's workers' as such but does provide services that children use e.g the Library and this policy covers those staff members who are likely to be working in those areas.
 - The inclusion of Library volunteers in the awareness of the policy was queried and the Manager noted that the policy is for good practice and is not a requirement and that while the policy could be discussed with Library volunteers it is really beyond what the scope of the policy is about.
 - The Manager reminded the meeting that this is a Staff Policy which would not normally come to this committee but it was felt it would be valuable for the committee members to be aware of it.
 - Cr Black expressed further concerns that the Policy is too broad and that
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it would be difficult for staff if they have no understanding of what 'vulnerability' is. The Manager responded that the Policy needs to be simple because Council do not employ child workers and the meeting noted this.

THAT THE INFORMATION BE RECEIVED.

McLean/Black

CARRIED

Adjourned for morning tea at 10.42 and resumed at

9. INFORMATION ITEMS

9.1 Update on Council housing units and residential houses

The report from the Property Administration Officer advised that as part of the Community Plan, Council is committed to considering the current condition of the Council owned housing units for the elderly and the residential houses in the district and provided information for the Committee on this as well as an overview of the present occupancy and demand for the housing units.

The Officer spoke to her report and the following points were noted -

- All previous earthquake claims have been settled and repair work from the November 2016 event will commence in due course.
- There is a 100% occupancy rate in the Amberley, Waikari and Hanmer Springs units with two vacancies in Cheviot however the process to fill these is underway.
- The funding applications for the replacement of the fire damaged unit in Amberley was queried and the Officer advised that there are three possible avenues for funding i.e. Community Trust, Pub Charities and the Rata Foundation.
- Cr Davison noted that there does not appear to be a report for Doctor's houses advising that Amuri Health Care Ltd manage the occupancy of the Doctor's House in Rotherham which is currently sublet because there is no resident doctor. The Officer replied that the responsibility for the house has been delegated to the Amuri Community Committee however she has carried out an inspection of the property.
- Cr Black queried the time frame for the replacement of the Amberley unit damaged by fire especially if the current funding application to the NZ Community Trust is declined. It was suggested that the Officer reports on the status of the external funding applications to the next meeting and noted that a decision to rebuild the unit was dependent on external funding. The meeting subsequently agreed that there is a need to understand the deadlines for all the external funding avenues and that the Officer advise the committee on the closing dates as soon as possible.

(The officer advised the committee following the meeting that the Lottery Grant applications closes 5 July and the next Pub Charity funding round closes 9 June. If the current application to the NZ Community Trust is declined the Officer will have the Pub Charity application ready for

submission and will update the committee on progress at the next meeting.)

- The vacancies in Cheviot were noted and it was suggested that if there are vacancies the units could be made available to the community for temporary housing following the earthquake. The Officer responded that they are available to anyone who meets the criteria and the vacancies will be publicly advertised.

THAT THE INFORMATION BE RECEIVED.

McLean/ Black

CARRIED

**9.2 Social
Recovery Plan
Update**

The report from the Social Recovery Coordinator was provided to update the Committee on the Hurunui district social recovery activity since 23 March 2017.

The Social Recovery Coordinator spoke to her report and the following points were noted -

- More volunteers are needed for the Needs Assessments and all Councillors will be contacted regarding this. Timebank will also be contacted.
 - The Coordinator advised that no one in the Hurunui should be on a waiting list for psychosocial help and if they are there is a flaw in the system and she wants to hear about it.
 - From the information gathering process, gaps have been identified and a new questionnaire has been created for use in future 'outreach door knocks'.
 - The Wellbeing Team are going to reconnect with all the Medical Centres again.
 - The promotion of the 0800 number was queried and the coordinator advised that a brochure would be available in the next week and that those doing the door knocking will also have it. This brochure will advise of how to access all services and that someone will respond within 2 working days to any queries. The 'door knocker' will then follow up in 10 days to ensure the service has been engaged.
 - Temporary accommodation is ongoing and it has been announced that four houses are going to be available in Waiau. The need for these was queried and the coordinator replied that the availability has not been made very public as yet, however MBIE will deal with the waiting list. It was noted that there is still a lot of work to happen in this area as people do not realise they should pre-register for the houses and it was agreed that there is a need to ensure that those in need are being captured.
 - Applications for the Youth Worker and Counsellor close on May 21st.
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- Cr Black noted that the contract for the Community Law service has only 6 weeks to go and queried if this could be extended. The Coordinator advised that this was a pilot program and if it is not used it may not be extended. It was noted that those who don't have solicitors are often those who need help the most and it would be good to have something available.
 - Cr Davison queried funding for recreation activities noting that it is important to form a plan with the community for the replacement of the Playcentre building in Waiau. The Coordinator agreed noting that they are working closely with the community and advising that a visionary planner is being bought in to assist.
 - Sporting activities – Sport Canterbury keen to facilitate these.
 - Funding for repairs to the Rotherham hall has been advised.
 - Winter warmer – there is no funding for this program on a national level and local solutions are being looked at.
 - The CEO advised that there may be funding coming from the CEOs group.
 - Red Cross have committed to providing some Care Packs.
 - A possible rise in domestic violence was queried but it was noted that the Police advise that there has been an increase in reported domestic violence across the whole country however this may be because of the national promotion.
 - The status of Insurance company settlements and assessments was queried and the CEO advised that he receives the Insurance Council updates but these figures are for the whole country.
 - Noted that when staff have been approached for assistance their help has been valuable.
 - The Pathways Forum met last week and a report will come to Council on this.
 - Cr Harris queried if the Scargill people are being involved in the initiatives taking place and the coordinator agreed to make another approach to the people from this area.

A presentation was then given on the Door Knock Program from the Rural Support Trust.

- Cr Davison noted that one issue with previous surveys was that they were too long and complex and he asked if the volunteers will have outreach training. The Coordinator advised that it is intended to get the information required by a 'natural conversation' rather than filling out a formal form.
 - The Rural Support Trust plan to visit homes on Tuesdays, Wednesdays and Thursdays between 10.30 am and 1.30 pm as these are the times proven that most people are at home. It was noted however that that this may not be the case in the rural areas.
 - The meeting agreed that the presentation on the program should
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be made available to the Ward committees as people get frustrated if they do not understand what is happening.

THAT THE INFORMATION BE RECEIVED.

Black/McLean

CARRIED

**9.3 2016
Tourism Review
Survey Results**

The report from the Tourism Marketing Officer provided the results of the annual Hurunui Tourism operator (stakeholder) survey for the committee's information.

It was noted that the survey has been done for a number of years and that it has been considered and received by the Tourism Board.

THAT THE INFORMATION BE RECEIVED.

McLean/Black

CARRIED

**9.4. 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 –

- Cr Harris suggested that a Dog Walking Park be considered in the district and it was agreed that this be put on the Program for further discussion.
 - Cr McLean noted that the Amberley pool was under a Working Party in the Council Agenda and not on the Work Program. Cr Davison responded that he believed this item should be part of the next Long Term Plan review and the meeting agreed.
 - Cr Davison advised that a submission is being made regarding the new immigration policy made by central Government as this will affect the Philippine people in the district.
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10. URGENT BUSINESS – there were no Urgent Matters raised.

Meeting Ended

The meeting ended at 12.40 pm.