

# HURUNUI DISTRICT COUNCIL MINUTES



<b>Meeting</b>	Council
<b>Time and Date</b>	9.30am, 24 August 2017
<b>Venue</b>	Council Chambers, 66 Carters Road, Amberley.
<b>Agenda</b>	<a href="http://www.hurunui.govt.nz/your-council/meeting-calendar/">http://www.hurunui.govt.nz/your-council/meeting-calendar/</a> (Scroll to the applicable meeting on the calendar.)

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<b>Members Present</b>	Mayor Winton Dalley (Chairperson) (from 10.19am) Councillors Nicky Anderson, Marie Black, Vince Daly, Dick Davison, Jason Fletcher, Fiona Harris, Julia McLean, Geoff Shier and Michael Ward.
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<b>In Attendance</b>	Hamish Dobbie (Chief Executive Officer), Jason Beck (Manager Support Services), Dan Harris (Manager Infrastructure Services - Delivery), Alex Taylor (Communications Officer), (Audrey van der Monde (Manager Public Services), Naomi Woodham (Team Leader Customer Services and Communications) and Graham Sutherland (Council Secretary).
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<b>Apologies</b>	Mayor Dalley for lateness. THAT THE APOLOGY BE ACCEPTED. Harris/Davison <span style="float: right;">CARRIED</span> <i>Deputy Mayor Black assumed the chair in Mayor Dalley's absence.</i>
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<b>Affirmation</b>	Cr Black read the affirmation as attached to the Council agenda.
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<b>Conflict of Interest Declarations</b>	Cr Fletcher noted a potential conflict of interest as Chair of the Hurunui Trails Trust and said he would abstain from voting on the adoption of the Hurunui Walking and Cycling Strategy. Cr Davison said he did not consider this to be a conflict as he was acting in the interests of the community, not for personal gain. In response to a question, the Chief Executive Officer said he did not consider that Cr Fletcher had a conflict of interest in this respect.
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<b>Recording Device</b>	A recording device was used for the purpose of the accuracy of the minutes.
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<b>Urgent Business</b>	Nil.
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<b>1. Minutes</b>	THAT THE MINUTES OF THE COUNCIL MEETING HELD ON 27 JULY 2017 ARE CONFIRMED, SUBJECT TO THE FOLLOWING AMENDMENT: <ul style="list-style-type: none"><li>• That the first two items, 5.1 and 5.2 be noted as Discussion Items, not Decision Items.</li></ul>
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Ward/Fletcher CARRIED

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<b>Matters arising</b>	Nil.
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<b>2. Forward Programme</b>	The Forward Programme for 2017 was provided for councillors' information.
	THAT THE INFORMATION BE RECEIVED.
	Black/Anderson <span style="float: right;">CARRIED</span>
<b>3. Mayor's Diary</b>	The Mayor's diary arrangements for the preceding period were provided.
	THAT THE INFORMATION BE RECEIVED.
	Black/Anderson <span style="float: right;">CARRIED</span>
<b>4. Council's Working Groups/ Projects Status Report</b>	The Council considered the table of working groups and projects and noted progress with each.
	<ul style="list-style-type: none"> <li>• Cr McLean advised that the Amberley Ward Committee workshop on the Amberley Pool was well received, with a good discussion with the General Manager of the Thermal Pools and Steve Prescott from Ashburton. They were asked to prepare some models and costings analysis and come back to another workshop. The Amberley Ward Committee would then be in a position to make a recommendation to the Council. Cr Ward said they were hoping to see options which the Committee had not seen earlier.</li> <li>• With respect to Together Hurunui, Cr Black advised that two new appointments were made to the governance group, being Andrew Kemp, Broomfield School Principal and Sharon Davy-Martin. It was also intended that there be a local Police presence on the governance group.</li> </ul>
	THAT THE INFORMATION BE RECEIVED.
	Black/Anderson <span style="float: right;">CARRIED</span>
<b>5. DECISION ITEMS</b>	
<b>5.1 Code of Conduct Review</b>	The Manager Public Services reported that the Local Government Act requires all local authorities to have a Code of Conduct for the elected members of the Council. The Code is to be reviewed by the Council every three years within the first 18 months after the beginning of each triennium. The Council may consider the current code and agree that it is still relevant. Therefore, the review is done by the Council and the decision is that no changes are required.
	The Manager Public Services reiterated that the Code applies to all members and the Council can review this and make changes at any time, but any changes or adoption requires a 75% majority of members present.
	Cr Fletcher discussed the matter of contact with media and asked about the position of a councillor sitting on the Community Board for example, when there is a conflicting view between the Board and the Council. He queried whether that councillor could support the Board view if it was contrary to the Council view. The Manager Public Services said the Code of Conduct allows the right to express a personal view, however, Cr Fletcher said it may be a case of a third position, the Council view, the Councillor's own view and that of the Community Board. Cr Ward said it was clear that a councillor can make a statement as long as the member states clearly that it is their opinion or the opinion of the Community Board. The Manager Public Services agreed that it was about making it clear what view the member was expressing, but if a

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member claimed to be speaking on behalf of others, that is when there is a potential problem.

Cr Davison said the important thing is to retain the ability of members to speak out if they have different view from the Council, as long as they make it clear that they have a different view personally, but he would be uncomfortable if the Code of Conduct restricted the ability to speak out as councillors. Cr Ward said he was happy with the current Code of Conduct as he considered that it gives adequate scope and was not too prescriptive. Cr Fletcher agreed there was sufficient scope in the policy and provided a good fall-back position if things go wrong. Cr Black said much of this is about relationships and how members conduct themselves in relation to each other.

The Manager Public Services noted that there was an amendment required for the legislation appendix in that the Securities Act had been replaced by the Financial Markets Conduct Act. It was also recommended that some narrative be included with respect to the Health and Safety at Work Act.

THAT THE COUNCIL REVIEWED ITS CURRENT CODE OF CONDUCT AND AGREED TO ADOPT THE CURRENT CODE OF CONDUCT AS ATTACHED TO THE AGENDA REPORT, NOTING THAT THE AMENDED LEGISLATION APPENDIX WILL BE REPORTED BACK TO THE COUNCIL FOR FINAL APPROVAL.

Harris/Ward

CARRIED

*(The resolution was carried unanimously, thereby fulfilling the requirement for a 75% majority of members present.)*

The Chief Executive Officer referred to the councillors' register of interest and said it was important to keep this up to date. He asked councillors to update their interests as appropriate.

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**5.2  
Significance  
and  
Engagement  
Policy Review**

The Manager Public Services advised that the Significance and Engagement Policy is a mandatory document. It is due for review as part of the Long Term Plan (LTP) 2018-28 process. It has been reviewed by the Management Team and was presented to the Council for review and adoption.

The Manager Public Services said the new policy was a result of a change to the legislation and a desire to link it more to engagement. She said the Council has the opportunity when making decisions to look at the level of significance and then how to engage. She said it was a challenging policy to write as there were so many different scenarios, therefore it cannot be too prescriptive and thereby possibly restrict the Council too much. The change to the law was to enable local authorities to make decisions more quickly, as one of the dissatisfactions was that decision making was slow and cumbersome due to over-consulting.

The Manager Public Services said the policy is about assessing information and deciding if it was significant, but also the level of significance, then whether the Council needed to have a community discussion and what that might look like. She said for some matters the Council was obliged to undertake a Special Consultative Procedure (SCP) which is quite prescribed and requires a variety of things to get the attention of people and give them time to respond. The Manager Public Services said some matters like adopting the Long Term Plan and bylaws, require a SCP, but for other things it is a matter of testing with the

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community or getting the community view and this may be through a targeted consultation, like asking a local ward committee for example. She said the policy sets out things to think about and consider in deciding how to consult. The Manager Public Services said that guidelines are provided in all agendas and provide a trigger to think about whether something is a significant matter.

Cr McLean asked if this was the policy that was used to discuss the recent chlorination matter and the Manager Public Services reiterated that it covers every decision the Council makes. Cr McLean said she would be uncomfortable if officers do not apply the policy appropriately to big decisions and reading the policy flagged to her so many reasons in which that particular issue should have been considered significant. Cr McLean said this is about building trust and a good relationship with the community. The Manager Public Services said an issue can be significant on many levels and at times the Council will make a decision when it does not have an alternative, like when making a decision due to health risks. The Council can do that and then have a conversation with the community which is about informing, rather than consulting. Cr McLean said she understands that councillors make the ultimate decision regarding significance but questioned why the chlorination matter was not a Council decision, rather than the Infrastructure Committee. The Chief Executive Officer said this Council report was about the policy matter and said with respect to the chlorination matter, it was a decision made by the Infrastructure Committee under its approved delegations, so it did not need to come to the Council. The Manager Public Services said that the policy applies to all Council decision making bodies.

Cr Davison said that engagement does not mean full consultation, but it was a stepped process. He said there needs to be an intermediate step to engage and there would be occasions when the Council feels uneasy that the community feels it was not engaged. Cr Davison said councillors may think they know their communities well but from time to time they may need to go back to check with them.

Cr Fletcher said councillors need to ensure it is clear in their minds when significance is discussed around the table, but said that it often depends on what information is passed through that filter. He commented that officers might not consider a matter to be significant and if they do not pass all relevant information through to councillors then councillors do not have full information to make a decision. The Chief Executive Officer said that for every decision paper in front of the Council it is noted at the top whether the matter was significant or not and that is the officers' view. He said that councillors need to test this and if not satisfied, change or challenge it as the governance body.

Cr Harris said that given a variety of views were being expressed about this matter, she said it might be good to take the opportunity for a more in-depth look at this regarding whether the wording is appropriate.

Cr Daly said that when looking at significance, it was a matter of considering the significance of not doing something as well, and he thought there was a bigger risk of not chlorinating the water supplies for example and that is part of significance consideration as well.

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*Mayor Dalley arrived at the meeting at 10.19am. Deputy Mayor Black continued to chair the meeting until the end of this item.*

Cr Fletcher said it was important that the Council understands every decision is significant but it is the level applied to it that has implications. He said the substance of the matter itself may be of secondary concern to how it impacts on the district or community and in his view the chlorination matter was misjudged in this respect.

Cr Shier referred to the excerpt from the policy that is provided on every agenda and said as a guideline it was good with respect to significance, but perhaps not so much about engagement. He suggested that section could be reviewed and enhanced, which might address some of the concerns expressed by councillors regarding the chlorination matter. Cr Harris agreed that this was a good opportunity to look further into this to incorporate recent lessons learned and to ensure all councillors were comfortable with this.

Cr Black thanked the councillors for what had been a useful discussion that reflected councillors' concerns and noted that there was a suggestion that further work needed to be done on this.

THAT THE COUNCIL APPOINTS A WORKING GROUP COMPRISING OF COUNCILLORS VINCE DALY, JASON FLETCHER, FIONA HARRIS AND JULIA MCLEAN TO REVIEW THE SIGNIFICANCE AND ENGAGEMENT POLICY-AND REPORT BACK TO THE COUNCIL.

Fletcher/Harris

CARRIED

Mayor Dalley said he supported a review of the policy and said part of this process is to ensure that all councillors were familiar with it and to understand that they need to take responsibility as councillors and final arbiters. He reflected on how perhaps this policy could have been emphasised better during the induction process with the new Council last year.

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*The meeting adjourned at 10.25am for the Council to be introduced to new Council staff, followed by morning tea and reconvened at 10.50am.*

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### **5.3 Review of Council Committee Memberships**

The Council Secretary reported that at the beginning of each triennial period, the Council considers and confirms its governance structure for the next three-year period. At its triennial meeting on 27 October 2016, the Council agreed to its governance structure and an annual review of the Committee memberships. The purpose of the report was for the Council to consider how it would like to conduct this review of memberships.

Mayor Dalley said it was a good idea to do a periodic review of memberships and he noted that one councillor had raised this with him. He said that in the past he had consulted all councillors and discussed skill sets and the balance on committees, then came up with recommendations. He said it was not just a matter of people being on what committees they want, but a range of factors are considered, like for example some committees have a reporting line to another committee and some separation is required.

Cr Harris said the fact that all councillors can attend any meeting and have speaking rights, provides an opportunity for members to gain wider experience

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if they wish to. Cr Shier commented that those councillors do not have voting rights however and he thinks that needs to be addressed as matter for review.

Mayor Dalley said the matter of not all councillors have voting rights is a principle relating to having an effective committee system with real delegations. He reflected on when the Council previously had the Strategy & Policy Committee with all councillors as members, how it became a de facto Council meeting. He said there needs to be transparency and clarity for the public about the differences between the Council and committees. He commented that the committee system is common in local authorities across the country.

Cr Black said she had some initial reluctance about the committee structure but now it had been in place and working for a while she thinks it is providing councillors with much better insight, as many items coming through committee agendas might have been overlooked or not given such detailed attention if on the full Council agendas. She understood the concerns about voting but said any councillor can attend meetings and put forward their view and have input.

Cr Fletcher acknowledged that this report was about a review of the memberships, not the structure, but suggested that there may be a desire for a report on the structure at some stage. He said that if individual members want to be gaining experience then they can attend other meetings, but he considered that the current structure had not been in place for long enough to change it at this stage. He said he did not favour a change to memberships either, unless a member had particular personal circumstances, as he would not want to affect continuity on the committees.

Cr McLean said she was also concerned about not being able to vote when attending a meeting and said she would also like to have greater membership and greater representation across the committees. Cr Shier said that from a representation point of view, the current committees were imbalanced. He suggested that if clinically looking at the members of the standing committees, the Amberley councillors were under represented proportionately. Mayor Dalley said he understands the statistical situation, but said the committee structure was not about representing the wards around the table but the whole district. He reiterated that councillors are obliged to represent the interests of the whole district when sitting at the Council table. He said his recommendations about membership of the committees were based on factors like expertise, skill and availability and it was not about ensuring a spread of ward representation.

Cr Daly commented that as Chairperson of the Infrastructure Committee, he found it challenging working under current time constraints and often the Committee had to skip over areas that it would like to delve into more. He said he would like a review of the timing of meetings at some stage.

Mayor Dalley reiterated that this discussion was about membership and if councillors wanted to address the structure then the Council would need to request another report. Mayor Dalley said with respect to the restriction on voting, he could recall a recent example of a where a non-voting member swayed a decision in a meeting and said if councillors were interested in an issue, they could attend and use persuasive discussion to influence the process.

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Cr Davison said with respect to the membership matter, that if a councillor wanted to change, they could have a discussion with the Mayor about balancing memberships. Mayor Dalley said he was comfortable if councillors want to move around and it could be managed if there were only one or two, but if wholesale changes were wanted, it would require a full review of memberships. Cr Shier said he was keen to remain on the Finance, Audit and Risk Committee but would also like to be on the Infrastructure Committee. He said he goes to as many meetings as he can to learn about a range of matters. Cr McLean said she would like to be on the Infrastructure Committee as she feels she would have the expertise and knowledge to contribute on this committee and she had learned a lot over the last year on the Council.

THAT THE COUNCIL ASKS FOR EXPRESSIONS OF INTEREST FROM MEMBERS, WITH RESPECT TO COMMITTEE MEMBERSHIPS, TO BE SENT TO MAYOR DALLEY AND THE CHIEF EXECUTIVE OFFICER FOR CONSIDERATION REGARDING WHETHER THAT IS MANAGEABLE TO MEMBERS' SATISFACTION.

Shier/Ward

CARRIED

The Chief Executive Officer said that not receiving any preferences from members would mean an assumption that they are happy with their current memberships.

Cr McLean said she considered that there was no harm in looking at the committee structure, particularly with respect to the voting issue. Cr Black said it was important for the Council to be cohesive and to understand its strategic direction and changing the committee structure so soon after implementing it might dispel the impression of the Council working cohesively. She said all councillors have to keep learning and show some leadership and stability with respect to the committee structure and let it continue for a reasonable time before reviewing it.

Cr Anderson said that when approving the committee structure at the beginning of the triennium, there was a clear discussion about committee membership and the matter of whether any non-members would have a vote. She did not think a problem existed and when sitting on a committee as a member, she does listen to everyone with a view and vote appropriately.

Cr Ward said he did not think a review would affect cohesiveness as all councillors were working for the same things. He said he did not like the committee structure and had some discomfort about it, but agreed to it given the memberships would be reviewed in 12 months and he said there would be some value in reviewing the structure now.

Cr Fletcher said that it was obvious that at least three members were keen for a review of the structure, so rather than debate it now there should be a workshop discussion. Cr Davison said if carrying out a review, the Council may need to request that the Chief Executive Officer provide advice about alternatives. Cr Fletcher said he would also be looking for guidance about current procedures and matters like revocation of committee decisions, which has been topical. Cr Shier said he supported either a workshop or report but his preference was that all councillors should be involved.

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THAT THE COUNCIL REQUEST A REVIEW OF THE COMMITTEE STRUCTURE, BY MEANS OF A COUNCIL WORKSHOP, WITH ADVICE FROM OFFICERS REGARDING OPTIONS.

Fletcher/Shier

CARRIED

It was agreed that there would be no change to committee memberships until after the matter of the committee structure had been reviewed.

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**5.4 Projects to be Carried Forward to the 2017/18 Year**

The Manager Support Services advised that the list of those projects that staff and Ward Committees wish to be carried forward into the 2017/2018 financial year had not been completed in time for this meeting, it would therefore be deferred until the next meeting.

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**5.5 Young Elected Members Retreat**

The Chief Executive Officer advised that the Local Government New Zealand Young Elected Members has organised a retreat scheduled for 9-11 November, to be held in association with the Selwyn District Council. The retreat focuses on engaging younger voters and is available at a cost of \$697 + GST. Councillor McLean is by definition a Young Elected Member and has interacted with the LGNZ Young Elected Members Committee. Councillor McLean sees value in attending the retreat. Mayor Dalley said this would be a valuable time for young elected members getting together, networking and sharing ideas.

THAT THE COUNCIL APPROVES COUNCILLOR JULIA MCLEAN'S ATTENDANCE AT THE YOUNG ELECTED MEMBERS RETREAT ON 9-11 NOVEMBER 2017.

Davison/Ward

CARRIED

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**5.6 Zone Committee Refreshment Selection Panel**

The Council Secretary advised that the Council is requested to provide a member to serve on the appointment panel for the refreshment process of the Hurunui-Waiau Zone Committee.

Cr Davison advised that he sat on the last panel and enjoyed the role, but was nominated at that stage as he represented an area that would experience significant impacts from water management measures. Mayor Dalley said that like any appointment process, the panel receives applications and assesses the talent and how the applicants might fit in the existing committee, with a key focus on the collaborative process. Cr Ward said he was happy to nominate Cr Davison given he has previous experience with the panel and the process.

THAT THE COUNCIL SELECTS CR DICK DAVISON AS ITS REPRESENTATIVE TO SERVE ON THE APPOINTMENT PANEL FOR REFRESHMENT OR REPLACEMENT OF THREE COMMUNITY MEMBERS ON THE HURUNUI-WAIAU ZONE WATER MANAGEMENT COMMITTEE, TO BE HELD IN NOVEMBER 2017.

Ward/Anderson

CARRIED

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**5.7 Adopted Local Alcohol Policy**

The Hurunui District Licensing Committee Secretary advised that the Hurunui District Council Local Alcohol Policy (the Policy) was adopted by the Alcohol Regulatory and Licensing Authority on 24 July 2017. Public notice must now be given of the adopted Policy notifying a date that the Policy will come into force.

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The District Licensing Committee Secretary said the Council adopted the policy in 2013 and received 52 submissions. The submissions were heard and considered and amendments subsequently made to the Policy. This provisional Policy was then agreed and appeals considered and dealt with. She said that five premises would be affected and one other was outside the Policy requirements, so officers would contact them and advise of the dates that they have to comply with the Policy. There would be advertising on the website as well. In response to a question from Cr Fletcher, the District Licensing Committee Secretary said that the five premises were currently operating one hour later than allowed, but all were aware of the new rules coming into force.

Cr Black said the Council had gone through a robust process and there was an appropriate timeframe for compliance. She said it should not be a big surprise to local premises as it had been worked through with them for a long period. Cr Black said the Policy was a good result as it was focusing on amenity and good order. She said that having local knowledge around local decision making was a good outcome and she said the Council was well supported by both Sue Courtney, the previous District Licensing Committee Secretary and Kelly Marchant the current one. She noted that the District Licensing Committee was heavily reliant on information from officers and their good understanding of applying the legislation had been a strength of the decision to keep it as a locally-led committee process.

Cr Davison agreed that staff support was exceptional. He said that from the perspective of a community member, local communities struggle to retain licenced premises in a viable way and it is a benefit to have premises that are managed well for the good of the community under local rules and policies.

THAT THE COUNCIL PASS THE FOLLOWING RESOLUTION:

- THAT THE ADOPTED LOCAL ALCOHOL POLICY WILL COME INTO FORCE ON 1 DECEMBER 2017 THAT BEING THREE MONTHS AFTER THE FIRST NOTIFICATION IN THE LOCAL NEWSPAPER.

Davison/Black

CARRIED

**5.8 Hurunui District Licensing Committee – Annual Report to the ARLA**

The Hurunui District Licensing Committee Secretary advised that pursuant to section 199(1) of the Sale and Supply of Alcohol Act 2012 the District Licensing Committee is required to submit a report, summarising the activities of the Committee, to the Alcohol Regulatory and Licensing Authority (ARLA) at the end of each financial year.

The District Licensing Committee Secretary said this was a standard report done every year and there had been no major changes of note, other than some staff changes in the administration area. She noted that the Local Alcohol Policy was not included as this report was for the year to the end of June. She advised that some District Licensing Committee training was coming up and offered that to all Councillors. This was District Licensing Committee 101 which covers the basic facts and 202 which covers the process matters. She said it was an online course and was open to anyone interested. The cost was \$190 for both courses but she said if a number of councillors were interested, officers may be able to negotiate a discount. It was agreed that interested members would email the District Licensing Committee Secretary to express their interest.

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THAT THE COUNCIL APPROVE THE EXPENDITURE FOR THOSE COUNCILLORS INTERESTED IN PARTICIPATING IN THE DISTRICT LICENSING COMMITTEE TRAINING DISCUSSED.

Fletcher/Black

CARRIED

THAT THE COUNCIL APPROVE THE HURUNUI DISTRICT LICENSING COMMITTEE'S ANNUAL REPORT TO THE ALCOHOL REGULATORY AND LICENSING AUTHORITY.

Black/Davison

CARRIED

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**5.9 Draft  
Policy of Drone  
Use over Land  
Owned by  
Hurunui  
District Council**

The Policy Planner presented a draft policy for drone use over Council land for agreement. Community and Ward Committees, along with Reserve Advisory Group representatives were consulted and a summary of key discussion points, along with the draft policy, were presented to the Regulatory Committee on 10 August 2017 for discussion and agreement. Key discussion points from the Regulatory Committee meeting were shown as tracked changes to the policy.

The Policy Planner said the Committee discussed areas where people can fly drones and noted that the Council as landowner had a lot of large open spaces. She said that this provides blanket permission over reserves only, whereas permission was needed for flying over freehold land. She said it strikes a balance between drone use and privacy. The Policy Planner gave an overview of how it would be publicised and promoted so that people understand the rules. The Policy Planner said that officers were proposing a review period as it was a new area and covering an area of fast-moving, changing technology.

Mayor Dalley noted the changes from the Regulatory Committee and asked if councillors were happy to approve this. He said the effects of this will become evident as it is implemented and he said he considered the Council had done the best it can at this stage, given it was an area of new technology.

THAT THE COUNCIL AGREES TO ADOPT THE PROPOSED POLICY OF DRONE USE OVER LAND OWNED BY HURUNUI DISTRICT COUNCIL, AS RECOMMENDED BY THE REGULATORY COMMITTEE AND ATTACHED TO THE AGENDA REPORT.

Harris/McLean

CARRIED

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**5.10 St James  
Classification  
Project**

The Policy Planner advised that the Department of Conservation (DOC) is proposing to reclassify the St James Conservation Area and four smaller, nearby areas from stewardship land to other classifications that reflect their conservation values. DOC has sought input from the Council on what values and uses it wishes to be protected for the St James Conservation Area and the four smaller areas. DOC will release a draft reclassification proposal in late September 2017 and the Council has an opportunity to make a submission on the draft reclassification proposal. The Policy Planner said the intention was to reclassify areas in stewardship land which was a classification that was quite generic and does not give sufficient protection for conservation. She said Council officers did not have a view on status at this stage and DOC did not either, but would put out its proposal in September. The Policy Planner said the report was seeking a working group to work on a submission once the proposal was available.

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Cr Fletcher said the process adopted by DOC was very good as it had made no decisions yet and was approaching the community for its views early on in the process, including attending an upcoming Hanmer Springs Community Board meeting about this.

THAT THE COUNCIL APPOINTS A WORKING GROUP COMPRISING OF MAYOR DALLEY AND COUNCILLORS JASON FLETCHER, FIONA HARRIS AND GEOFF SHIER, WITH DELEGATED AUTHORITY TO:

- CONSIDER THE DRAFT ST JAMES RECLASSIFICATION PROPOSAL AND;
- PREPARE A SUBMISSION ON THE DRAFT ST JAMES RECLASSIFICATION PROPOSAL.

Black/Daly

CARRIED

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**5.11 Adoption of Coppard and Amberley Eastern Reserve Management Plans**

The Policy Planner reported that at its meeting on 10 August 2017, the Public Services Committee considered the feedback that had been received on the Draft Coppard Reserve Management Plan and Amberley Eastern Reserve Management Plan. Having considered the feedback received, the Committee agreed to a number of minor amendments to the draft plans before recommending to the Council that the Hurunui Reserves Management Plan be amended to include the Coppard and Amberley Eastern Reserves. The Senior Planner explained the process of notification and feedback that went to the Public Services Committee, that was summarised in the report.

Cr Harris commented on the submissions process and said it was great to see some young people getting involved and expressing their views.

Mayor Dalley reflected on how the purchasing of the Coppard Reserve was a rare example of the Council overriding the local community view at the time, as it resolved that all townships should have a reserve, Leithfield needed a reserve and this was an appropriate site with a lot of amenity value.

THAT THE COUNCIL AMEND THE HURUNUI RESERVES MANAGEMENT PLAN TO INCLUDE THE COPPARD AND AMBERLEY EASTERN RESERVES.

Ward/Shier

CARRIED

Mayor Dalley thanked the Senior Planner for her good work on this matter.

Cr McLean sought clarification of the next stage to make things happen on the ground regarding the Eastern Reserve and whether it would come under the governance of the Amberley Reserve Advisory Group, or be retained under Council governance. Mayor Dalley said the Council decided earlier that the Eastern Reserve would be under Council control until it was developed and then a decision would be made regarding governance responsibility. In response to a question from Cr McLean about the timeframe for development, Mayor Dalley said the main constraint is funding, unless the Council makes a determination to debt fund the whole development. The Chief Executive Officer said there were development contributions available to start some development, but it would be about prioritising, as the site needs levelling and drainage as a first stage, but there was no comprehensive plan yet. Cr McLean said it would be good to give a clear timeframe for those affected groups, but Mayor Dalley said although a fair request, there was no certainty yet.

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The Manager Support Services said the project is 90% funded from development contributions and 10% from Amberley ratepayers and was scheduled outside the 10 year window in the last plan. Mayor Dalley said it would be prudent to have a discussion about this in the upcoming Long Term Plan. The Chief Executive Officer said this would depend on how quickly officers can get something developed and the next stage would be to look at priorities of how to develop it, including levelling, drainage and services required before looking at the matter of getting pitches in place. He said there would also need to be consideration given to parking, plantings, potential buildings and toilets. The Chief Executive Officer said officers would develop a staging plan to come back to the Public Services Committee for consideration.

Cr Black suggested that it would be prudent to send a letter to contributing clubs to give them an insight into the current status and proposed timeframes, so they are informed, but without committing the Council to specific dates at this stage. It was agreed that Cr McLean would work with the Senior Planner on the letter to ensure all relevant groups are covered. Cr Anderson suggested that the letter also go to wider groups who might be interested as future users. Cr Harris recommended that the Council also put out information as a good news story about young people having input into the process.

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**5.12 Use of Queen Mary Reserve for Golden Oldies Festival**

The Manager Regulatory Services advised that the Hanmer Springs Thermal Pools and Spa (HSTPS) on behalf of Vintage Sport and Leisure Ltd (VSL) requested permission to use part of Queen Mary Hospital Historic Reserve (QMHR) as part of the Golden Oldies Sporting Festival. The festival is in Christchurch over a four week period with different sports participating each week. As part of each of the sport's week long attendance, a "picnic day" is provided. The Hanmer Springs Thermal Pools and Spa have facilitated the picnic day being held in Hanmer Springs in conjunction with Festival Hospitality, a joint venture that would provide all the food and beverage for the picnic day. Detail of the proposal provided by HSTPS was attached to the report.

The Senior Planner spoke to the report and said that a key issue was that alcohol would be part of the picnic day and she said the use of the reserve was guided primarily by the reserve management plan. However, at the time that the plan was adopted, there was an outstanding resolution from the Strategy & Policy Committee regarding the matter of alcohol consumption on the reserve, in the context of the overall goal of wellness and for events not to be contrary to reserve principles. The Senior Planner said the proposal was not consistent with that policy position, but the Council can apply its discretion. She outlined the potential benefits to the Council and wider economic benefit for the district, but noted that food and beverage is not sourced from the district.

The Chief Executive Officer said golden oldies events fit in with wellness concepts and the Council has been trying to attract events to the district. He said Graeme Abbot was at the forefront of putting a package together as it gives exposure to the district and also potential media exposure. He said there were positives for the district, so it was a matter of interpreting the resolution in 2011 that was prior to the establishment of the management plan. He said the management plan does not prohibit alcohol consumption on the site. Cr Fletcher noted that the original decision of the Strategy & Policy Committee was made as no management plan was in place at the time and when a plan was established, the Council chose not to put in place the alcohol provisions.

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Cr Black said she thought this was a wonderful opportunity and everyone was respectful of the history of the Queen Mary Hospital site, but this was a group that would also be respectful of that history. Cr Shier said this was an international organisation with huge numbers from overseas, so it would be showcasing the district and those people were likely to have an expectation that they can have a wine with lunch for example.

Cr Davison said the normal licence process will take its course for the event to ensure appropriate rules around the consumption of alcohol. In response to a question from Cr Davison, Cr Fletcher said the Hanmer Springs Community Board expressed general support for the proposal, but did not formally approve it, as it was a district reserve not a local reserve. Cr Ward said he supported the event also but said it was important that the history and context of the Queen Mary Hospital was noted with sensitivity. Cr Fletcher said that the reserve site had many uses over the years, including its longest service as convalescent home for soldiers and part of that service included alcohol and smoking. Mayor Dalley agreed but said some respect for its use as a alcohol rehabilitation centre was important also, however he did not think this event would be disrespectful.

In response to a question, the Chief Executive Officer said the event organisers would come to the Council for a formal licence to occupy, marquee consents and a liquor licence and would need to meet all standard tests. He said this report was about clarification of the policy about alcohol use on the site. He reiterated that the reserve management plan did not prohibit alcohol but the Strategy & Policy Committee resolution had been used in the past for guidance and there was a discrepancy between the two. The Chief Executive Officer said if the Council was giving permission to use the reserve based on the proposal, then it would want to give permission to consume alcohol.

Mayor Dalley asked councillors to ensure that they are all comfortable that this event goes ahead with alcohol involved and then the Council can at a later stage turn its mind to clarifying the alcohol matter in general.

Cr Harris noted that the food and beverage would be provided from outside the area and said she would prefer them to showcase local products. Cr Fletcher said he would will talk to Graeme Abbot and the organisers about the Council's enthusiasm to support local products where possible.

THAT THE COUNCIL APPROVES THE EXCLUSIVE USE OF PART OF THE QUEEN MARY HOSPITAL HISTORIC RESERVE FOR THE HANMER SPRINGS THERMAL POOLS AND SPA AND VINTAGE SPORT AND LEISURE LTD FOR THE PICNIC DAYS AS PART OF THE GOLDEN OLDIES SPORTING FESTIVAL IN APRIL 2018, AND NOTES THAT ALCOHOL WILL BE CONSUMED AS PART OF THE EVENT, AS DETAILED IN THE PROPOSAL BY THE APPLICANT.

Ward/Fletcher

CARRIED

*The meeting adjourned for lunch at 12.50pm and reconvened at 1.25pm.*

**5.13 Finalised  
Hurunui  
Walking and  
Cycling  
Strategy**

The Policy Planner reported that the finalised Walking & Cycling Strategy was presented to the Public Services Committee on 10 August 2017. The Committee agreed to recommend that the Council adopts the finalised Hurunui Walking & Cycling Strategy and formally endorse the Hurunui Trails Trust as the champion for walking and cycling in Hurunui District. The Committee

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acknowledged the need for an updated strategy and also the need for a group to be the champion for walking and cycling in the district. For context it was noted that Cr Jason Fletcher, Chair of the Hurunui Trails Trust, presented an item to the Public Services Committee which gave a general update on the Trust and presented its Strategic Plan.

The Policy Planner advised that the previous strategy had been updated and reviewed through the Public Services Committee earlier in the year. Also at the same time an internal review with Hurunui Trails Trust was occurring and they had set up walking and cycling trails already. The relationship between the Council and the Trust has developed in a collaborative direction and the Policy Planner said it was good to build on that relationship with the new strategy in behind it. The Policy Planner said there would be a presentation later in the meeting from the Hurunui Heartland Cycle Trail, that is also linked to this.

Cr Harris said she supported the work done and said as well as walking and cycling, the Council should be considering horse riding options, as this was a growing issue given the large rural base and roads becoming more and more unsafe for horses. She would like to see inclusion where possible of recreational options for horse riding. Cr Fletcher noted this point and said that if all goes to plan there would be scope for review in 2020 and the ability and resources to address the horses matter, as long as it fits alongside the priorities for the walking and cycling plan. Cr Harris said she sees this as a group of interested people working alongside the Trust and the programme. Cr McLean said she had also discussed this with horse riding people in the community and they would be keen to be participate in the process.

Cr Daly asked what funding was involved in this process and said the local Kaiwara Classic cycle race was needing ongoing community funding support. It was noted that the Kaiwara route is part of the Heartland Trails route plan, however Mayor Dalley said this was also an events promotion and support matter, rather than a trail strategy matter and the Council would be developing another process for that.

Cr Harris congratulated Cr Fletcher for his excellent work on this strategy and in mobilising and supporting the Trails Trust to get to where it is today.

THAT THE COUNCIL:

- ADOPTS THE FINALISED HURUNUI WALKING & CYCLING STRATEGY AS ATTACHED TO THE AGENDA REPORT.
- FORMALLY ENDORSES THE HURUNUI TRAILS TRUST AS THE CHAMPION FOR WALKING AND CYCLING IN HURUNUI DISTRICT.

Shier/Davison

CARRIED

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## 6. DISCUSSION ITEMS

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Nil.

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### Presentations

- Cr Fletcher, as Chair of the Trust, spoke briefly to the finalised Hurunui Trails Trust Strategic Plan and noted that councillors would already be familiar with this as it had been presented to the Public Services Committee and circulated with the Council agenda. He said he would convey the message to the Trust that the Council has put its faith in the Trust to champion the
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Walking and Cycling Strategy. He said the Trust would take heart from this and move on with developing and implementing the objectives of the plan.

Cr Fletcher noted the appointment of a coordinator for a six month period, three days a week and said there were challenges around funding, but he was confident of funding in the short term. The Trust will put a submission to the Council around the Long Term Plan and will look forward to robust discussion around that. He noted references in the Plan to the Hurunui Tourism Board and Enterprise North Canterbury and these organisations would be integral around marketing and promotion, so there would be regular updates to the Hurunui Tourism Board in particular.

Cr Anderson noted a reference in the document regarding a lack of appreciation from the Council and Cr Fletcher said that prior to the current process, one of the points raised was that the Trust did not have a proactive relationship with the Council, but that has been addressed, as have matters like the burnout of volunteers and having little administrative support. He said the Trust was in better shape now and had a good relationship with the Council, so he was happy to strike that reference out now.

- Mark Inglis, Coordinator of the Hurunui Heartland Cycle Ride Project, gave a presentation on the project, that focused on Amberley to Kaikoura. He said his role was established to provide coordination and direction for a range of disparate groups, to understand how to work together and form the basis of funding applications. Mark Inglis discussed the routes involved from Amberley to Kaikoura and the particular challenges, like getting into Kaikoura by avoiding the state highway. He also explained key linkages along the coastal pacific route. He said funding was being sought for the links and things like clip-ons to rail bridges, but there was only funding for a section south of Blenheim so far. However he said the Hurunui link adds a lot of strength to the Coastal route and it was important to act together to get the whole link from Picton to Christchurch established.

Mark Inglis discussed the Hurunui route facts being 220km from Amberley to Kaikoura, with only 3.5km on State Highway 7, which the New Zealand Transport Agency would fully fund. He said it was imperative to link small communities in the district as much as possible and explained future plans like the Cheviot loop, which adds value to the rider experience and to those communities. Mark Inglis discussed the funding structure and said there would be applications to submit and he was also working with the Council's infrastructure teams with respect to roading considerations. Mark Inglis acknowledged the support of Council staff, in particular Stephanie Chin and Rachel Elliot, Council planners and the Chief Executive Officer.

Cr Black said it was heartening when Mark Inglis was appointed coordinator to get things moving and it was a great morale boost for the district. Mark Inglis said there is a core of volunteers driving this forward and he said he was creating the structure to maximise the work of these volunteers. He said interest was growing in the trail but there was still a misconception that people can ride off-road from Ship Cove to Christchurch, which is not the case, so the Trust needs to promote an integrated story on this. Cr Fletcher said that it was important to keep volunteers motivated and ensuring local people are engaged to get things going, as it will provide opportunities. The Chief Executive Officer said local businesses would need to be informed to

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ensure they know how to interact and maximise the benefit from the expected increase in visitors. Cr Black said it would be timely to go back to local businesses so they know it is becoming more tangible. Mark Inglis said when the route is sorted and signed off by NZTA, that would be the appropriate time to identify businesses that could be involved and engage with them.

Mayor Dalley thanked Mark Inglis for the presentation and said the Council was encouraged to see good progress being made on this project.

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## 7. INFORMATION ITEMS

### 7.1 Hurunui-Waiou Zone Committee Update

The Council Secretary provided an update on recent activity of the Hurunui-Waiou Zone Committee. Committee members gave a further oral update and Cr Daly said the Committee was working on a letter to ECan regarding the targeted approach to a plan change and options on dryland farmers being a permitted activity. A presentation was received on integrated water storage, which will be difficult to achieve. He recommended that councillors read the report on the social profile of the zone, which is interesting reading.

THAT THE INFORMATION BE RECEIVED.

Shier/Ward

CARRIED

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### 7.2 Update from the Public Services Committee

The Council considered the update from the Public Services Committee meeting on 10 August 2017. Cr Harris spoke to the report and summarised the items. She noted that a number of items came to the Council today from the Committee for final approval. Cr Harris noted that the Committee received a library update and there were new services in rest homes and home delivery, as well as online borrower registration and a revamp of the children's sections.

THAT THE INFORMATION BE RECEIVED.

Shier/Ward

CARRIED

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### 7.3 Update from the Regulatory Committee

The Council considered the update from the Regulatory Committee meeting on 10 August 2017. Cr Black spoke to the report and summarised the items. She noted the appointment of resource consent hearing commissioners, but the application was since withdrawn. She said a local road was named after Mollie Anderson which was a great acknowledgement of her local work. Cr Black noted that the Council had enrolled in the Marine and Coastal Area Act process as there were a number of Maori claims on customary use or customary marine title and the Council had put in a claim of interest. The Committee noted the NES regarding plantation forestry and RMA changes which give the Council the ability to charge and enabling power which the Council would use in a discretionary way under the same process as fees and charges.

THAT THE INFORMATION BE RECEIVED.

Shier/Ward

CARRIED

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### 7.4 Update from the Finance, Audit and Risk Committee

The Council considered the update from the Finance, Audit and Risk Committee meeting on 17 August 2017. Cr Davison spoke to the report and summarised the items and discussion. In particular he noted that the Remuneration Authority had made its determination for this year and had adopted a number

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of sensible decisions, some of which the Council had been advocating for, as well as a 1.7% general increase in remuneration.

THAT THE INFORMATION BE RECEIVED.

Shier/Ward

CARRIED

**7.5 Update from the Infrastructure Committee**

The Council considered the update from the Infrastructure Committee meeting on 17 August 2017. Cr Daly spoke to the report and summarised the items and discussion. He reported that the infrastructure strategy was reviewed and engineering standards adopted. Following the chlorination decision, he noted there were some community meetings held to discuss this process.

THAT THE INFORMATION BE RECEIVED.

Shier/Ward

CARRIED

**8. PUBLIC EXCLUDED**

**PUBLIC EXCLUDED SESSION**

THAT THE MEETING MOVE INTO PUBLIC EXCLUDED SESSION AND THE GENERAL SUBJECT OF THE MATTERS TO BE CONSIDERED WHILE THE PUBLIC IS EXCLUDED, THE REASON FOR PASSING THIS RESOLUTION IN RELATION TO THE MATTERS AND THE SPECIFIC GROUNDS UNDER SECTION 48 (1) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 FOR THE PASSING OF THIS RESOLUTION ARE AS FOLLOWS:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under s48 (1) for passing this resolution</b>
<b>Item 8.1</b> Minutes of the 27 July 2017 meeting.	The minutes contains information withheld to enable the Council to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i) & Section 7(2)(i).
<b>Item 8.2</b> Ashworths Beach Road Forestry Block– Potential Disposal	The report contains information withheld to enable the Council to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i) & Section 7(2)(i).

Daly/Harris

CARRIED

THAT THE MEETING RESUME IN OPEN SESSION AND THAT THE MATTERS DISCUSSED IN PUBLIC EXCLUDED SESSION REMAIN CONFIDENTIAL, EXCEPT FOR THOSE MATTERS APPROVED FOR RELEASE.

Harris/Fletcher

CARRIED

**Meeting Ended**

The meeting ended at 2.59pm.

The next ordinary meeting will be on 28 September 2017.