



HURUNUI
District Council

Strategy & Policy Committee

AGENDA

FOR AN ORDINARY MEETING TO BE HELD ON:

THURSDAY 15 MARCH 2012

COMMENCING AT 9.30AM

IN THE COUNCIL CHAMBERS
66 CARTERS ROAD,
AMBERLEY

In Hurunui we live the lives the rest of the world would love to live.

For the meeting timetable and order of business please refer to the back page fold-out.

Committee Membership

Cr Michael Malthus (Chair)
(Hanmer Springs Ward)
Winton Dalley (Mayor)
Cr Gary Cooper (Amberley Ward)
Cr Ross Little (Amberley Ward)
Cr Jude McKendry (Amberley Ward)
Cr Marie Black (Amuri/Hurunui Ward)
Cr Dick Davison (Amuri/Hurunui Ward)
Cr Jim Harré (Amuri/Hurunui Ward)
Cr Vincent Daly (Cheviot Ward)
Cr Russell Black (Glenmark Ward)

Quorum Number – Is no less than five (5) members.

STRATEGY & POLICY COMMITTEE MEETING

15 MARCH 2012

TIMETABLE

Time	Item
9.30am	Meeting commences.
9.35am	Deputations regarding hydraulic fracturing: 1. Tessa Laing & Jill Chapman, Anglican Church, Cheviot. 2. Michelle Cherry, Food for Thought, Amberley.
10.30am	Morning tea.
12.30pm	Lunch.
1.00pm	Presentation from North Canterbury Sport and Recreation Trust.
3.00pm	Afternoon tea.
3.15pm	Presentation from John Harrington on Positive Youth Development.
4.00pm	Presentation on a proposal to market the Queen Mary Historic Reserve buildings. (Public Excluded.)

Item	Order of Business	Pages
	<ul style="list-style-type: none"> • Apologies: • Urgent Business • Conflict of Interest Declarations • Recording Device 	
1	Minutes for confirmation – 9 February 2012	1 - 18
2	Action List	19
3	Forward Programme	20
4	Corporate:	
	4.1 Quarterly Report.....	21 - 22
	4.2 Code of Conduct Review.....	23 - 38
5	Environmental:	
	5.1 Environmental Services Team Work Plan.....	39 - 42
	5.2 Analysis of Results from District Plan Issues Survey.....	43 - 72
	5.3 District Plan Review Strategy: Stage 2 – Topic Streams.....	73 - 80
	5.4 Biodiversity Update.....	81 - 84
	5.5 Earthquake Prone Buildings.....	85 - 107
6	Engineering:	
	6.1 Capital Spending on Council Reserves.....	108 - 109
	6.2 Roading Update.....	110 - 121
	6.3 Utilities Update.....	122 - 134

7

PUBLIC EXCLUDED SESSION

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:

See resolution on next page.

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds for the passing of this resolution
Item 8 Public Excluded Minutes of the 9 February 2012 Meeting	The minutes contain information withheld to enable the local authority to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i) & Section 7(2)(i)
Item 9 Weathertightness Claim	The report contains information withheld to enable the local authority to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i) & Section 7(2)(a)
Item 10 Presentation on a proposal to market the Queen Mary Historic Reserve buildings.	The report contains information withheld to enable the local authority to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i) & Section 7(2)(a)

MINUTES OF THE MEETING OF THE HURUNUI DISTRICT COUNCIL'S STRATEGY AND POLICY COMMITTEE HELD ON THURSDAY 9 FEBRUARY 2012 AT 9.30AM IN THE COUNCIL CHAMBERS, 66 CARTERS ROAD, AMBERLEY.

Contents

1.	MINUTES	2
2.	ACTION LIST	2
3.	FORWARD PROGRAMME	3
4.	CORPORATE MATTERS	3
4.1	Proposed Fees and Charges 2012/13	3
4.2	Long Term Plan Steering Group Recommendations	5
4.3	Attendance at LGNZ Zone 5 and Rural Sector Meetings	13
5.	ENVIRONMENTAL MATTERS	13
5.1	Review of the Road Naming and Numbering Policy	13
5.2	Pest Management Liaison Committees	14
6.	ENGINEERING MATTERS	14
6.1	Temporary Road Closure of Kaiwara Road	14
7.	PUBLIC EXCLUDED SESSION	18

PRESENT:

Cr Michael Malthus (Chairperson), Mayor Winton Dalley, Councillors Marie Black, Russell Black, Gary Cooper, Dick Davison, Jim Harré, Judith McKendry and Ross Little.

IN ATTENDANCE:

Jason Beck (Manager Financial Services), David Edge (Manager Roading and Utilities), Audrey van der Monde (Manager Community and Corporate Services), Bruce Yates (Manager Amenities and Special Projects) and Graham Sutherland (Council Secretary).

PART MEETING:

Andrew Dalziel (Chief Executive Officer), Sally Cracknell (Solid Waste Manager), Rachel McClung (Senior Policy Planner), Jan Weaver (Policy Planner) and Naomi Woodham (Communications and Projects Team Leader).

APOLOGIES:

Cr Vince Daly.

THAT THE APOLOGY BE ACCEPTED.

Harré/Little

CARRIED

CONFLICT OF INTEREST:

Cr Little noted that he was applying for building consent at the moment and the discussion on 4.1 with respect to proposed fees and charges could have a potential impact on him. He said he wanted to declare the conflict in the interests of openness but did not think it precluded him from participating.

RECORDING DEVICE:

The Committee was advised that a recording device was in use for the purpose of accurately recording the minutes.

URGENT BUSINESS:

- Mayor Dalley on behalf of Cr Daly – Chilean Needle Grass
- Cr Harré – leave of absence.
- Cr Harré – mowing of district road edges.
- Cr R Black – Waste Plan survey circulated by Hurunui Recycling.
- Cr Malthus – Hanmer Springs roading matters.
- Cr Malthus – Council's internal email security process.
- Mayor Dalley – reports back on local matters.

THAT THE COMMITTEE ACCEPTS THE MATTERS OF URGENT BUSINESS AND AGREES TO DEAL WITH THEM AT THIS MEETING.

Malthus/Little

CARRIED

1. MINUTES**Ordinary meeting of 1 December 2011**

THAT THE MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 1 DECEMBER 2011, AS CIRCULATED, ARE TAKEN AS READ AND NOW CONFIRMED.

Harré/Cooper

CARRIED

Matters Arising

- Mayor Dalley noted the reference on page 6 to the Amuri Integrated Water Project presentation from Mark Racle, Meridian. He said that Mr Racle sent through a subsequent apology and amended information to correct information he had given in the meeting and this had been circulated to councillors. Mayor Dalley also reminded councillors that an open day was scheduled for Waiau on 21 February (3.00-6.00pm) to explain the project to the local community.

2. ACTION LIST

The Action List was tabled with officers confirming the relevant actions had been completed.

Cr Malthus asked officers to bring forward the item on the action list to the next meeting as he said the Council was keen to get clarity and an agreed way forward on this matter.

3. FORWARD PROGRAMME

A programme of known reports and events was provided for the Committee's information and was taken as read.

The Manager Community and Corporate Services informed councillors that it is intended that new staff would be invited to future Council meetings to introduce them to councillors. Cr Little noted recent contact with the new Biodiversity Field Adviser and made some positive comments about his attitude and approach to the challenges of the position.

4. CORPORATE MATTERS

4.1 Proposed Fees and Charges 2012/13

The Manager Community and Corporate Services reported that each year, the Council's schedule of fees and charges are reviewed during the review of the Annual (and Long Term) Plan. When they were reviewed last year, there were concerns about how the fees were structured and there seemed to be an illogical flow or synergy with some fees and charges. An overhaul of the schedule had been undertaken and had been reviewed and endorsed by the Long Term Plan Steering Group. This was included for the Committee's consideration before a final draft is presented to the Council for adoption on 23 February 2012.

The Manager Community and Corporate Services said that the document had a new look as the existing format was clumsy and some aspects were repetitive. She noted that there is more extensive use of footnotes to add clarity and to make it easier to understand. Cr Davison suggested making better reference to the footnoting, for example it could direct readers more specifically to note that the footnotes give better information. The Manager Community and Corporate Services accepted these comments and agreed to make improvements, including hyperlinks for the footnotes where possible.

Cr Harré said he was pleased to see the improvements to the readability and ease of understanding of the document. However, he expressed concern at the proposed increases in building fees as this was not good timing given the Council is looking to encourage building in the district. He also sought clarification of the intention of the tables on agenda page 22 showing comparisons with other districts, as this may raise questions about potential price fixing.

Cr Davison sought clarification of whether the listed charges included GST and the Manager Financial Services confirmed they were and he would make this clearer at the beginning of the document.

Cr Little expressed concern about swimming pool fills and suggested that for the reference on agenda page 5, the words "subject to availability" be added.

Cr Malthus raised a concern on behalf of Cr Daly regarding the pensioner housing units and whether having younger people occupying a unit is appropriate. The Manager Amenities and Special Projects said there is a clear priority list for tenants but there were two empty units in Cheviot with nobody in the priority one or two categories wanting a unit. He said there had not been much recent demand for the units so it was better for them to be tenanted by other people than standing empty.

Cr Cooper commented that the Amberley campground power costs are increasing and the charges would need to be increased to cover this. He recommended that the charges for an unpowered site be \$5 per night and \$12 per night for a powered site. The Manager Amenities and Special Projects said that it was a delicate balancing act as many people are drawn to the campground due to its affordability therefore increases need to be reasonable. He agreed the proposed increases were appropriate.

Cr M Black commented that footnote 19 was ambiguous and the Manager Community and Corporate Services agreed to better clarify the meaning.

The Manager Amenities and Special Projects commented on the proposed charge for rural fire permits on agenda page 16. He said this was a new charge and the rationale for this was that the Emergency Management Officer currently spends 20 hours per week inspecting permits, noting it was not effective to issue permits by phone rather than in person. He acknowledged that a fire permit fee could have negative impacts as it could be seen as a revenue gathering exercise and an incentive for some people to not get permits but he cited the Ashburton District Council experience where a similar charge was introduced and there was no evident negativity and non-permitted fires. He said the charge would allow the employment of a part time person, would be recovering only the cost of the person to issue permits and this would free up the Emergency Management Officer to focus on other tasks. In response to a question from Cr M Black, he confirmed that a permit is required only when restrictions are in place.

The meeting adjourned for morning tea at 10.32am and reconvened at 10.50am.

The Team Leader Building Controls commented on the fixed fees charges for building. He said these were reviewed and it was discovered that the fees were not covering the Council's actual costs. He said the new charges were worked out based on the costs and this was explained on page 15 in the report. The Team Leader Building Controls provided an explanation to each of the amended charges.

In response to an earlier question from Cr Harré, the Manager Community and Corporate Services said that comparison tables with other councils was requested by councillors and Mayor Dalley noted this was for benchmarking purposes only to see whether charges are fair to communities. Cr Harré said he was happy with this explanation and the assurance that they are not comparative in terms of setting fees but just wanting to know how charges compared with neighbouring councils and therefore not creating disincentives.

Mayor Dalley said that the review of fees is in line with true costs and he wanted assurance that the Council has increased its costs to get maximum recovery fairly and that there is no more scope for cost recovery. The Team Leader Building Controls commented that the recommended fees would cover the majority of fixed costs, subject to presumptions about growth. The Manager Environmental Services said this would not be full cost recovery though because the Council cannot predict all costs and some costs are not recoverable. Mayor Dalley accepted this and said the Council should be seeking to find the right level of maximum recovery without creating disincentives to building activity in the district.

The Chief Executive Officer commented that the upcoming draft Long Term Plan would clearly state that the Council did a review of the Development Contributions Policy and these decisions are reflected in the fees and charges document. Cr Davison sought clarification about how many items on the list were district-wide and the Manager Financial Services said that only Amberley library and Queen Mary Historic Reserve were and he also noted that the reference to Hurunui Water should correctly be referred to as Hurunui Rural Water.

Cr Malthus thanked the councillors for a good discussion and said this would be referred to the 23 February 2012 Council meeting for consideration.

Cr Harré said he would like the Council to have a policy discussion on some of the fees and charges, citing building and dangerous dogs for example. It was agreed that a councillors workshop on fees and charges policy would be held in the next annual plan round. The intention would be to look at the logic in some of the fees and charges and the policy positions adopted in relation to those items.

THAT THE INFORMATION IS RECEIVED.

THAT THE COMMITTEE ENDORSES THE NEW LOOK FEES AND CHARGES, SUBJECT TO AMENDMENTS AGREED IN THE MEETING, FOR THE 2012/13 REVIEW AND REFERS THIS TO THE 23 FEBRUARY 2012 COUNCIL MEETING FOR CONSIDERATION.

Cooper/M Black

CARRIED

4.2 Long Term Plan Steering Group Recommendations

The Manager Community and Corporate Services reported that the Long Term Plan (LTP) Steering Group last met on Wednesday 21 December 2011. The topics covered at this meeting included the review of the Treasury Policy, overview of the Financial Strategy and assumptions for the Long Term Plan, fees and charges, performance management framework and staff on Council committees. Since the Steering Group's meeting on 21 December, further work had been done on these pieces of work based on the Steering Group's direction. The fees and charges item was dealt with in a separate report in this agenda.

Draft Financial Strategy

The Manager Financial Services provided the Steering Group with a 'first cut' draft of the Financial Strategy for the Long Term Plan. This strategy is a new requirement under the Local Government Act and will be in the LTP 2012 – 22 for the first time. It was explained to the Steering Group that the first cut was still requiring a good deal of work but was sufficient to give an overall impression of what the strategy was intended to achieve.

The Manager Community and Corporate Services commented that officers had received feedback from the auditors, had incorporated recommended changes and tabled a document to replace that detailed on page 29 of the agenda.

The Manager Financial Services worked through the document and discussed the key matters with the Committee. He said the major issues for the Council to face this year were insurance costs, debt levels and the internal financing structures set up to fund capital expenditure. He said there were also significant impacts regarding meeting drinking water standards and the overall effects of the Canterbury earthquakes. The Manager Financial Services said the document was still a work-in-progress and officers were working with the auditors to get this right.

Cr Davison expressed concern about Council funding levels not being able to meet the requirements of the roading Asset Management Plan (AMP). He said this is a serious matter as people pay rates to maintain roads and the Council is not meeting this expectation.

The Manager Roding and Utilities explained that the Council would get approximately \$1.8M less than it wanted from NZTA to meet its Roding AMP. He said the Council was constantly trying to do more with less and there was a period of grace with its current 3-year programme, but officers would be watching closely next time. Cr Malthus said the Council needs to signal more clearly the dilemma the Council faces in not meeting roading expectations and the implications of this. The Manager Financial Services said he would discuss this further with the Manager Roding and Utilities to get more appropriate wording for the Financial Strategy document.

Cr Davison noted the Mt Cass costs and said this needs clarifying to ensure the numbers are correct. Cr Davison suggested that instead of being paid for by Council it is being paid for by general rates and this wording should be amended.

Treasury Risk Management Policy Review

The Steering Group reviewed the Treasury Policy. The key changes for the revised policy are:

- The change in focus from Council being a net investor to a net borrower.
- The ability for Council to be involved with the local government funding agency.
- Updates for percentages and words to reflect Council's current practices.

The remainder of the policy remained unchanged. The policy was included with the report as appendix 2. The Manager Financial Services said the key changes related to external liability management policy and the Council wanted flexibility to borrow. He said the Council's treasury adviser would be invited to a meeting of the Audit and Risk Committee to discuss this in more detail.

Forecast assumptions for the Long Term Plan

The Manager Financial Services advised that an area of focus for auditors are the assumptions that Council makes in developing its LTP. At the Steering Group meeting, the members discussed the broad issues that should be included into the assumptions that influenced Council's decision making. The draft assumptions section was included with the report as appendix 3.

The Manager Financial Services said there were recommended changes to the 2% interest criteria for cash reserves, which was requested by the auditors and this would affect communities where cash was built up and the Queen Mary Hospital Nurses Block earthquake strengthening fund. The recommendation creates a bigger margin in internal financing to offset general rates and would result in a decrease in the proposed rate increase. The Manager Financial Services said that the auditors considered that the 4.5% figure recommended by officers was unjustified in the assumptions hence the recommended shift to 2%.

Performance Measurements

The Steering Group discussed the concept of the performance management framework for the LTP. In the last LTP, the Council had 113 performance measures to report on internally through the quarterly reporting and annually via the Annual Report. The level of detail required for this process is arduous and costly as the measurements are audited. In preparation for auditing the 2012/22 Long Term Plans around the country, the Auditor General has advised that the trend for councils has been to provide too many measurements in their Plans and that many of them are operational rather than of community interest.

It was generally agreed by the Steering Group members that Council have a two tier performance management system (internal and external) and that performance is reported in the following ways:

1. Use the Long Term Plan and Annual Plan for the external performance measures and report on the achievement of those measures in the Annual Report.
2. In the LTP, put fewer measurements in total, but choose those that are of more interest to the community and based on levels of service.
3. Report internally through the Strategy and Policy Committee, to inform Council on progress on projects, issues of interest and any other matters that are of a more operational or governance level. These will still be available to the public via the agenda and minutes and obtainable through the Council website.

The Manager Community and Corporate Services advised that developing performance measures is a challenging piece of work and one which many councils have difficulty with. This is a topic of great interest to Audit NZ, which has been very critical of local authorities' attempts at measuring their performance. Changes to legislation means that there will be mandatory measurements for the core activities in time for the 2015/25 LTPs. The timeframe for these to be developed was deliberately set because of the challenges in designing performance measures that can compare the councils in New Zealand with each other.

The Manager Community and Corporate Services tabled additional pages to the agenda report and said that community outcomes no longer have to be measured and addressed. She said the focus is now a direct correlation to what the Council is doing. She said the measures are now down to 40 and have an auditing purpose mainly.

Mayor Dalley referred to the performance measures for roads under item 4 Roads and Footpaths on agenda page 63 and said the goal is not related to traffic volumes. It was agreed to end the sentence after "...appropriate to their use." and to delete the words "and traffic volume."

The meeting adjourned for lunch at 12.35pm and reconvened at 1.07pm.

Forecast assumptions for the Long Term Plan (Continued from earlier discussion.)

Cr Harré said that clarification was provided by the Manager Financial Services on forecasting assumptions for interest paid on monies held by communities. He noted that it was now only 2%, was based on the assumption that the Council cannot achieve 4.5% as forecast. The Manager Financial Services said this was seen by auditors as an issue of fairness in that some communities might be seen to be subsidising other communities. However the Manager Financial Services said councillors might want to push this up to 3% if it wanted a compromise option.

Cr Davison argued that the Council could get term deposit rates at higher levels and questioned the logic behind the recommendation. The Chief Executive Officer said the auditors have challenged at 4.5% given this is a conservative council and not a private investor, therefore a more realistic assumption is 2%. The Chief Executive Officer said he was happy to have a decision at the governance level for a higher assumption but officers are obliged to give weight to the auditors' view that 4.5% is too high.

Mayor Dalley said that if the interest rate assumption was so low then it would be a fairer philosophy to not rate and hold funds in low interest but allow ratepayers to hold their own money at higher interest rates and pay rates for projects later.

Cr Davison suggested that a 3.5% investment rate might be a fairer solution. The Manager Financial Services said this was a governance decision but advised there would be an effect on rates as the Council would have to adjust overall rates accordingly.

Cr Davison said the key question was whether this was a fair and reasonable process. He said it was not fair to pull money off some ratepayers and subsidise others and the impact on overall rates should be of secondary consideration. Mayor Dalley commented that it would be acceptable if the same people are disadvantaged by offsetting the interest for rates but if someone else is disadvantaged then changes need to be made to the approach. The Manager Financial Services was asked to provide further information on overall rates impacts following this discussion.

Council Officer Membership on Council's Committees

Following Council discussion on whether or not staff should be members of any of the Council's committees or subcommittees, the Chief Executive Officer was asked to review this matter. Although not directly associated with the development of the LTP, potentially this subject could become a consultation item.

The Chief Executive Officer's report which was included as appendix 5, should be read to understand the context of the Steering Group's discussion. The Steering Group, after considering the report, agreed to recommend:

- Staff appointments to minor committees as local people and therefore, independent (eg: Ward or Community Committees), to leave as they are. The Group considered staff members on local committees acceptable and worthwhile and the issues of bias or negative perceptions were not as likely for these committees.
- The Council Officers on two of Council's main committees become 'advisory' members rather than full voting members. Jason Beck is currently a full member of the Hanmer Springs Thermal Pools and Spa Management Committee. He would become an advisory member instead. Graeme Abbot is not a member of this Committee – reference to this in the Chief Executive Officer's report was in error. Graeme Abbot has a role as an employee reporting to the Committee and advising where applicable.
- Graeme Abbott is a full member and Chair of the Hurunui Tourism Board. The Steering Group recommended that he remain in this position for the time being as Council had already endorsed his position post the 2010 local government election.
- The Steering Group suggested that these recommendations be put to the next Council (post October 2013) rather than making the changes now.

It was noted that the Council had the delegation to actually alter the membership of any committees and not the Strategy and Policy Committee. Therefore, if the Strategy and Policy Committee agreed with the recommendation, a further report would go to a Council meeting to alter the status of the members affected by this decision. It would be courtesy to inform the relevant Committees of any decision made by the Strategy and Policy Committee first.

The Manager Community and Corporate Services said there were two recommendations discussed by the Steering Group; retaining the status quo until the end of the triennium and let the new Council consider the matter or have a rule that no officers sit on Council committees and where an officer like the Manager Financial Services needs to give advice, they would be an advisory member.

Cr Harré commented that he did not support officers being members of committees and he raised concern about officers having dual roles and issuing instructions, with it not being clear from which position they are issuing those instructions. He said there needs to be a clear separation for officers and those involved in governance.

Cr Little said he preferred that the status quo remain but that this Council make a recommendation to the new Council after the triennial elections to confirm membership or otherwise.

Cr R Black said that he did not support the principle of employees of Council being on committees and in particular being chair of committees. He said it was not about particular personalities but the inevitable potential for conflicts and the public perception of conflicts creates an unacceptable position to put officers in.

Cr Harré said he would be comfortable with officers being involved with committees in an advisory role only. He said he did not want to delay this decision and pass it on to the next Council. He said if the situation was considered to be wrong then it needed to be resolved now. Cr Harré said the appointment of an officer as chair of the Hurunui Tourism Board brought the matter to a head for him as issues can become clouded and boundaries blurred. He said these matters were not envisaged when the original appointments were made. He said that continuing for another 18 months is not appropriate and the Council needed to act to change it now.

Mayor Dalley said he agreed with the issues raised and the possible solution but was concerned with the implementation. He reminded councillors that the current situation is legitimate, not illegal and was formally approved by this Council at its triennial meeting and the previous Council made the decision to get expertise and both committees were given delegations by the Council. He said he was concerned at the message this sends that the Council made the decision and part way through the triennium was now changing its mind. He said his view was it was a matter of good faith.

Cr R Black said he accepted that point but believes that the Council made a mistake in appointing officers to committees and it should now fix the situation.

Cr M Black said she supported the status quo and agreed there was an obligation to show good faith to those involved and the other members of these committees. She said the Council had now had a number of robust debates on the subject and this has increased awareness of potential conflicts, which would ensure that appropriate measures were taken to minimise any ongoing concerns. She preferred that this be left to the next Council to address which would allow time to get it right.

Cr Malthus commented that he supported the status quo and that the situation is legal. He reminded councillors of the distinction between committees and subcommittees. He asked the Chief Executive Officer for his view on this matter and the Chief Executive Officer commented that his preferred position is to have no staff on committees in either role - voting or advisory. He said the advisory role recommendation came out of the Long Term Plan Steering Group. He explained how the advisory member role might work. He acknowledged the current situation is legal but his preference was a clear split between governance and management.

Mayor Dalley asked if the officers in question could be co-opted to attend in their professional capacity. The Chief Executive Officer advised that there was no funding allocated to cover the costs of the officers to attend the Hurunui Tourism Board in particular as the Council had made the decision to reduce overheads for that Committee as much as possible. He said a specific business case would have to be made for this.

Cr Davison said the Council should not risk making the problem more complicated and if it was of a mind that the current situation is wrong, it needs a clear resolution that officers should not be on committees of Council.

Moved Cr Little, seconded Cr McKendry:

THAT THE COMMITTEE AGREES WITH THE RECOMMENDATION FOR THE COUNCIL TO CONFIRM GRAEME ABBOT AND JASON BECK AS ADVISORY MEMBERS OF THE HURUNUI TOURISM BOARD AND HANMER SPRINGS THERMAL POOLS AND SPA MANAGEMENT COMMITTEE, RATHER THAN FULL MEMBERS.

The motion was declared LOST 3:5 on a show of hands.

Moved Cr Harré, seconded Cr Davison:

THAT THE COUNCIL USES ITS POWERS UNDER SECTION 31 (1) OF SCHEDULE 7 OF THE LOCAL GOVERNMENT ACT 2002 TO DISCHARGE THE MANAGER FINANCIAL SERVICES AS A MEMBER OF THE HANMER SPRINGS THERMAL POOLS AND SPA MANAGEMENT COMMITTEE BUT AGREE THAT HE WOULD CONTINUE TO REPORT TO THE COMMITTEE AS AN OFFICER, AS REQUIRED.

CARRIED

(Crs M Black and Malthus against)

Moved Cr Harré, seconded Cr Davison:

THAT THE COUNCIL USES ITS POWERS UNDER SECTION 31 (1) OF SCHEDULE 7 OF THE LOCAL GOVERNMENT ACT 2002 TO DISCHARGE GRAEME ABBOT AS A MEMBER OF THE HURUNUI TOURISM BOARD, BUT AGREE THAT HE WOULD CONTINUE TO REPORT TO THE COMMITTEE AS AN OFFICER, AS REQUIRED.

CARRIED

(Crs M Black and Malthus against)

Mayor Dalley recommended that, should the Council approve this recommendation, the decisions take effect at the end of the financial year, rather than immediately, to allow those committees some continuity and time to make adjustments to their operation.

Moved Mayor Dalley, seconded Cr R Black:

THAT THE COUNCIL AGREE THAT THE ABOVE RECOMMENDATIONS TAKE EFFECT AT THE END OF THE CURRENT FINANCIAL YEAR.

CARRIED

The substantive motion was then moved as follows:

THE STRATEGY AND POLICY COMMITTEE RECOMMENDS:

THAT THE COUNCIL USES ITS POWERS UNDER SECTION 31 (1) OF SCHEDULE 7 OF THE LOCAL GOVERNMENT ACT 2002 TO DISCHARGE THE MANAGER FINANCIAL SERVICES AS A MEMBER OF THE HANMER SPRINGS THERMAL POOLS AND SPA MANAGEMENT COMMITTEE BUT AGREE THAT HE WOULD CONTINUE TO REPORT TO THE COMMITTEE AS AN OFFICER, AS REQUIRED.

THAT THE COUNCIL USES ITS POWERS UNDER SECTION 31 (1) OF SCHEDULE 7 OF THE LOCAL GOVERNMENT ACT 2002 TO DISCHARGE GRAEME ABBOT AS A MEMBER OF THE HURUNUI TOURISM BOARD, BUT AGREE THAT HE WOULD CONTINUE TO REPORT TO THE COMMITTEE AS AN OFFICER, AS REQUIRED.

THAT THE COUNCIL AGREE THAT THE ABOVE RECOMMENDATIONS TAKE EFFECT AT THE END OF THE CURRENT FINANCIAL YEAR.

Harré/Davison

CARRIED
(Crs M Black and Malthus against)

The Committee then considered the remaining four Steering Group recommendations contained in the agenda report as detailed below.

THAT THE COMMITTEE ENDORSES THE REVISED TREASURY RISK MANAGEMENT POLICY FOR INCLUSION INTO THE DRAFT LONG TERM PLAN 2012-22.

THAT THE COMMITTEE ENDORSES THE DRAFT FINANCIAL STRATEGY FOR INCLUSION INTO THE DRAFT LONG TERM PLAN 2012-22.

THAT THE COMMITTEE ENDORSES THE DIRECTION OF THE DRAFT FORECAST ASSUMPTIONS FOR INCLUSION INTO THE LONG TERM PLAN 2012-22, WITH THE EXCEPTION OF THE INTEREST RATES ASSUMPTIONS, AS RESOLVED SEPARATELY BELOW.

THAT THE COMMITTEE ENDORSES THE PERFORMANCE MEASURES FOR INCLUSION INTO THE DRAFT LONG TERM PLAN 2012-22.

Cooper/Davison

CARRIED

The Manager Financial Services tabled further information regarding interest rate effects resulting from the earlier discussion about financial forecasting. He advised that some community accounts have funds on hand and he said that each half a percent increase in the forecast interest rate would effectively result in a 0.1% increase in overall rates.

THAT THE COMMITTEE AGREES TO RECOMMEND TO THE LONG TERM PLAN PROCESS, A FORECAST DEPOSIT INTEREST RATE OF 3.5% FOR COMMUNITY FUNDS AND ZERO RATE FOR THE QUEEN MARY HOSPITAL NURSES BLOCK GOVERNMENT GRANT FUND.

Davison/R Black

4.3 Attendance at LGNZ Zone 5 and Rural Sector Meetings

The Council Secretary provided a report that presented the dates for the next Local Government New Zealand (LGNZ) Zone 5 and Rural Sector meetings and asked the Council to determine who will attend these meetings. The Council also had the opportunity to consider and forward any items for the agendas of the meetings.

Mayor Dalley commented that standard practice was to only attend if the agenda had relevant items for discussion and the meetings did on this occasion.

THAT THE COMMITTEE APPROVES THE ATTENDANCE OF MAYOR WINTON DALLEY AT THE LGNZ RURAL SECTOR MEETING ON 16 & 17 FEBRUARY 2012 IN WELLINGTON.

THAT THE COMMITTEE APPROVES THE ATTENDANCE OF MAYOR WINTON DALLEY AND ANDREW DALZIEL, CHIEF EXECUTIVE OFFICER, AT THE LGNZ ZONE 5 MEETING ON 28 FEBRUARY 2012 IN CHRISTCHURCH.

THAT IN THE EVENT THAT EITHER THE MAYOR OR CHIEF EXECUTIVE OFFICER ARE UNABLE TO ATTEND EITHER OF THESE MEETINGS, THEY ARE ABLE TO NOMINATE A SUBSTITUTE TO REPLACE THEM.

Harré/McKendry

CARRIED

5. ENVIRONMENTAL MATTERS

5.1 Review of the Road Naming and Numbering Policy

The Regulatory and Risk Officer reported that a review of the joint Australia/New Zealand Standard 'AS/NZS 4819:2003 Rural and urban addressing' (Standard) was undertaken and in November 2011 a revised standard was adopted. Accordingly, the Council's existing 'Road Naming and Numbering Policy' has been reviewed to ensure that any significant changes to the Standard have been, where necessary, reflected in the Policy. Any areas that were confusing or unclear have been refined. The recommended changes to the Policy were summarised in the report.

The Regulatory and Risk Officer said that the New Zealand Standard revision was a good prompt to review the Council's policy as well. She said that normally the Council has chosen to voluntarily adopt the Standard and the changes made are only minor in the latest revision. She said the rules were restructured for ease of use, the Standard name changed slightly to align more to purpose and was more descriptive. She said the rule regarding names of six letters or less for short streets is because shorter names are better than longer when they appear as references on road maps.

THAT THE COMMITTEE ADOPTS 'AS/NZS 4819:2011 RURAL AND URBAN ADDRESSING' IN PLACE OF 'AS/NZS 4819:2003 RURAL AND URBAN ADDRESSING'

THAT THE COMMITTEE ADOPTS THE PROPOSED 'RURAL AND URBAN ADDRESSING POLICY' IN PLACE OF THE 'ROAD NAMING AND NUMBERING POLICY'.

M Black/Harré

CARRIED

5.2 Pest Management Liaison Committees

The Manager Environmental Services reported that Environment Canterbury decided to review whether the existing Pest Management Liaison Committees across the region are “fit for purpose”. The committees have now been running in their present form for over 15 years. Environment Canterbury seeks feedback on three specific questions, which were attached to the report.

Cr Harré said he supported all the bullet points under issue 1, except the last three. Mayor Dalley agreed but said the committees do need a role in resolving disputes as past experience has shown this to a valuable function of the committees.

Cr Little said he supported the existing arrangements and commented that they were based on good reason and targeted to specific issues and problems. He said he would like to see inclusion of budget matters in the decision making as that is an important part of the process.

Cr Little asked if the liaison committees are having the opportunity to submit on this review as well and the Manager Environmental Services agreed to include this comment in the response.

THAT THE COMMITTEE AGREES TO RESPOND TO THE SPECIFIC QUESTIONS ON THE ROLE OF THE PEST MANAGEMENT LIAISON COMMITTEES AND PROVIDE FEEDBACK TO THE CANTERBURY REGIONAL COUNCIL, AS DISCUSSED IN MEETING AND DETAILED BELOW:

- Issue 1 – the Committee supports the first six bullet points and recommends a role in budget setting.
- Issue 2 – the Committee supports retaining the current arrangements plus consideration of scope for wider Canterbury groups to address region-wide issues like Chilean Needle Grass, as they arise. The Committee also advocates for scope to allow change to take place, for example if it becomes expedient for similar committees to combine then there should be a process for that.
- Issue 3 – the Committee supports a mix of appointed and elected members, drawn from the committee area at-large and with members serving a three-year term. The Committee does not support members being paid for time or reimbursed for expenses.

Dalley/Cooper

CARRIED

6. ENGINEERING MATTERS

6.1 Temporary Road Closure of Kaiwara Road

The Asset Engineer Roading reported that the Cheviot Lions Club had applied for a temporary closure of St Leonards Road from Isolated Hill Road intersection to Kaiwara Road and Kaiwara Road to the Eggleston Road intersection between 10.15am and 12.30pm on Sunday 26 February 2012 to hold a mountain bike race.

THAT APPROVAL BE GIVEN TO THE CLOSURE OF ST LEONARDS ROAD FROM ISOLATED HILL ROAD INTERSECTION TO KAIWARA ROAD AND KAIWARA ROAD TO THE EGGLESTON ROAD INTERSECTION BETWEEN 10.15AM AND 12.30PM ON SUNDAY 26 FEBRUARY 2012, TO HOLD A MOUNTAIN BIKE RACE, SUBJECT TO THE ATTACHED CONDITIONS.

Davison/McKendry

CARRIED

Urgent Business

- Chilean Needle Grass – Mayor Dalley raised on behalf of Cr Daly

Mayor Dalley reported that he had discussed this matter with Dame Margaret Bazley, Chair of the Canterbury Regional Council Commissioners. He was assured that the Canterbury Regional Council was taking this matter seriously and was lobbying Government to fast-track an aerial chemical response. Mayor Dalley noted the tabled email from Lawrence Smith, Canterbury Regional Council, seeking funding from Council in support of the Canterbury Regional Council's application to the Sustainable Farming Fund. Mayor Dalley said he made it clear the Council would not be a source of easy money as it was a Canterbury Regional Council responsibility, not Hurunui District Council. He said that any recommendation would have to go through consultation in the Long Term Plan. Mayor Dalley noted that the Hurunui District Council had previously given funding for a chemical development response to Chilean Needle Grass and has already put a lot of effort into this. He said he would not rule out making a financial gesture if the Council was of a mind to.

Cr R Black said this was a community issue and the Council would cooperate and needs to be transparent in its approach to the problem. Mayor Dalley agreed and said public awareness, openness and surveillance are key factors in addressing this problem.

THAT THE COMMITTEE RECOMMENDS THAT \$5,000 BE INCLUDED IN THE DRAFT LONG TERM PLAN CONSIDERATIONS AS A CONTRIBUTION TO THE CANTERBURY REGIONAL COUNCIL APPLICATION TO THE SUSTAINABLE FARMING FUND FOR FUNDING FOR A CHILEAN NEEDLE GRASS AWARENESS PROGRAMME.

Dalley/Little

CARRIED

The meeting adjourned for afternoon tea at 3.13pm and reconvened at 3.27pm.

- Cr Harré – leave of absence.

THAT LEAVE OF ABSENCE BE GRANTED FOR CR JIM HARRÉ FROM 17 TO 29 FEBRUARY 2012 INCLUSIVE.

Davison/Dalley

CARRIED

- Cr Harré – mowing road sides.

Cr Harré said that during a recent rural fire discussion in his area, the issue of mowing on sides of roads was raised. The current mowing strip is about 1 metre wide and there is often a big strip between that and fences, which is not mowed and could be a major fire risk. He acknowledged that there would be a cost involved with a greater level of service and said he just wanted to alert the Council to the issue at this stage.

The Manager Roading and Utilities said that contractors go 1.2 metres from the edge of the road and a bit wider on curves and intersections. He said that if a greater level of service was required, this would be a Council decision and would require increased funding. Mayor Dalley commented that this situation has always been a risk for rural roads and is a risk factor that the community accepts due to the likely costs of having a greater level of service.

- Cr Malthus commented that Jacks Pass Road in Hanmer Springs was in poor condition and needed attending to. The Manager Roading and Utilities noted this for action.

- Council email security

Cr Malthus raised a concern with Council-related emails coming to his Council address being blocked by the Council's virus and scam software and not getting through. He said this was a concern as some important information is being blocked. The Manager Environmental Services agreed to talk to the IT Manager to discuss and find if anything can be done. The Chief Executive Officer said that offices can be asked to investigate this but it is a balance between costs, security and practicality.

- Mayor Dalley – Feedback

Mayor Dalley informed the Committee that he had received a bouquet from a member of the public who has been regularly travelling between Rangiora and Picton and she commented that the Council toilets are in great condition, well cleaned and are a credit to the community.

- Cr R Black – waste submission form

Cr R Black commented about a mass-produced submission form prepared by Hurunui Recycling that he believed was misleading to the public. He also commented on a letter he received that he thought was mischievous and misleading and said he objected to this sort of behaviour.

Mayor Dalley informed the Committee that Rex McKenzie and the new Chair of NCCR, Heather Kinsey, had visited him and showed him one page which he recognised as the front page of the submissions form in question. He said he had a robust discussion with them and assumed they were seeking an endorsement of the survey form but this was not asked for. Mayor Dalley said he did not endorse the submission form but acknowledged their right to circulate and promote information as an independent organisation. He said he was not shown the back page and had he seen it he would have made protestations if he had seen they intended to use the Council logo. He said he gave no approval for this.

In response to a question from Cr Malthus, the Solid Waste Manager said that a large number of the forms were received as submissions and there were only about 10 full submissions to the Waste Plan. She said there was some duplication and discrepancies and the questions contained some misleading information, in her opinion. She said she had concerns about this potentially undermining the process.

Cr R Black said the producers of the survey had no authority to use the Hurunui District Council logo and agreed it used loaded questions. Cr M Black said that it was interesting that feedback was asked to be sent back to a different organisation to that promoting it, which was a questionable practice.

The Chief Executive Officer advised that how this matter was dealt with was for the Council to decide. He said the Council could seek formal legal redress and adopt a principled position or the Council could agree to accept the submission forms as submitted and scrutinise them appropriately through the hearings process.

Cr Davison said his preference was to accept all the submissions and consider them all on their merits, including challenging the information where considered necessary.

Cr Harré said he considered the unauthorised use of the Council logo a serious matter and it was worth considering the merits of referring it to the Police to investigate, on a matter of principle. He said that an organisation that sets out to manipulate and set itself out as something that it is not, needs to be challenged.

The Manager Amenities and Special Projects said that two late submissions had also been received and he sought direction from the Council regarding whether to allocate these speaking times. The Council said it would consider a formal request to receive the late reports at the meeting but officers should allocate a time in preparation.

Mayor Dalley said that the Council needed to bear in mind that this is about the behaviour of people not the organisation as a whole, noting that satisfaction survey results for the function Hurunui Recycling carries out for the Council, is high.

7. PUBLIC EXCLUDED SESSION

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:

This resolution is made in reliance on section 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public.

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds for the passing of this resolution
Item 8 Minutes of the 1 December 2011 meeting, including matters arising from those minutes.	The minutes contain information withheld to protect the privacy of natural persons & contain information withheld to enable the local authority to carry on, without prejudice or disadvantage, negotiations.	Section 48(1)(a)(i), Section 7(2)(a) & 7(2)(i).

McKendry/Dalley

CARRIED

THAT THE MEETING RESUME IN OPEN SESSION AND THAT THE MATTERS DISCUSSED IN PUBLIC EXCLUDED SESSION REMAIN CONFIDENTIAL.

Harré/R Black

CARRIED

The meeting closed at 4.29pm.

Confirmed: _____ Date: _____

Chairperson

MEETING

HURUNUI DISTRICT COUNCIL

15 March 2012

Strategy and Policy Committee Action Sheet

No.	Date	Matters to be actioned	Item No. Recorded in Minutes	Action By	Action
1	15-Sep-11	Councillors requested that a policy be developed regarding the implications of Council capital expenditure on Council reserves that have commercial leases on them.	Matters Arising	MASP	Report included in 15 March Agenda.

**KNOWN STRATEGY AND POLICY COMMITTEE FORWARD PROGRAMME
(EXCLUDING PUBLIC EXCLUDED)**

Meeting Date	Report/Other	Responsibility
12 April	Standing Orders Review	MCCS
17 May	Community Development update	MCCS
	Quarterly Report	MFS
	Environmental Services Work Programme	MES
14 June	Library update	MCCS
	Roading & Utilities Update	MRU
	Biodiversity Update	MES
12 July		
16 August		

Acronym Key:

CEO – Chief Executive Officer
 MASP – Manager Amenities & Special Projects
 MCCS – Manager Community & Corporate Services
 MES – Manager Environmental Services
 MFS – Manager Financial Services
 MRU – Manager Rooding & Utilities
 CS – Council Secretary
 SWM – Solid Waste Manager



HURUNUI
District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy Committee

SUBJECT: Quarterly Report to December 2011

REPORT BY: Manager Financial Services

A handwritten signature in black ink, appearing to read 'J. Beck', is positioned above the printed name.

Signature: Author
Jason Beck

Summary Report

This report provides the Council's performance for the six months of the current financial year, being from 1 July 2011 to 31 December 2011. The performance measures in this document are those developed for the Hurunui Long Term Community Plan 2009 – 2019 and pertain to the 2011/2012 year (as shown in the current Annual Plan). The purpose of the quarterly report is to track the Council's performance during the course of the year.

Recommendation

THAT THE QUARTERLY REPORT FOR THE SIX MONTHS TO DECEMBER 2011 BE RECEIVED.

BACKGROUND

On a quarterly basis, officers provide information on the performance measures listed in the Annual Plan for that year to show where we are in relation to those measures. These performance measures originate from the Hurunui Long Term Community Plan 2009 - 2019.

REPORT SUMMARY

From a financial point of view, the Council has recorded a surplus of \$771,663 for the first six months of the financial year. This is only \$3,210 lower than the budgeted surplus for the period.

Overall, operating revenue sits at \$17.9 million, which is \$68,327 lower than budget. The key variance is in Utilities, where NZTA funding is down on budget due in line with the lower level of subsidies operating and capital expenditure incurred during the period. As has been the case since the implementation of the 2009-2019 LTCCP, the level of Development Contributions is consistently lower than what was set in the budget. The budgets for Development Contributions in the Long Term Plan have been moderated.

Operating expenditure for the period sits at \$18.67 million, \$65,117 lower than the amount budgeted. Of the variances, there is the full impact of the increase in the Insurance Premiums, which has affected all activities. In addition, the Council agreed to fund \$50,000 towards the Glenmark Community Against Windfarms group which was not budgeted for. This overrun is offset by the fact that only a limited amount of the Contestable Funding for Reserves (\$100,000 for the current year and \$80,000 carried over from last year) has been spent to date.

One aspect that requires further review is the allocation of Wage Costs. For the year to date, the wages costs are \$35,084 over the six month budget of \$4,334,703, however, \$85,489 of the variance relates to the HSTP&S operation, resulting in the Wages costs assigned to Council activities being under budget by approximately \$50,000. The issue is ensuring that the cost incurred is consistent with how it has been budgeted and as a result, there are a number of cost centres where there is a variance, both under and over, which needs to be rectified.

Capital expenditure sits at \$3.7 million for the six months, which is \$893,197 lower than was budgeted to be spent for the period. Particular areas where the budget is underspent to date is in Stormwater and Water Supplies, but also in relation to Footpath work at various townships and Capital for Emergency Management. This underspend is offset by costs relating to the Amberley Domain Pavilion, which was approved after the Annual Plan was confirmed and further capital costs on the Amberley Sewer.

The Quarterly Report is circulated as a separate document.



Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy Committee
SUBJECT: Code of Conduct Review
REPORT BY: Manager Community and Corporate Services

A handwritten signature in black ink that reads 'Aud Monde'.

Signature: Author Manager
Audrey van der Monde

Summary Report

In accordance with the Local Government Act 2002, the Council has in place a Code of Conduct. The Code was last reviewed in 2008. The Code contains a provision for Council to formally review the code within 18 months after the beginning of each triennium, hence the Code being brought to the Strategy and Policy Committee now for review. Once reviewed, the Council can resolve to accept the Code of Conduct either with amendments or remaining as is at either its March or April meeting. The purpose of this report is for the Committee to decide the extent of this review and how that will be undertaken so that the review is completed by April 2012.

Recommendation

THAT THE COMMITTEE AGREES TO REVIEW THE CODE OF CONDUCT.

BACKGROUND

Council is required to adopt a Code of Conduct for its members pursuant with Schedule 7, Clause 15 of the Local Government Act 2002 (LGA). This Council has had a Code of Conduct in place since 2003, and it has been reviewed after each triennial period since. Minor changes have been made to the Code on each occasion, but in the main, the Code is largely original in content. The Code of Conduct includes a Register of Interests form. This form is optional for Council members to complete, but all Councillors are encouraged to do so. A change was made to the Register of Interest form in 2010 following recommendations from the Auditor General to improve transparency.

The Code itself contains a review clause shown below:

Review

Once adopted, a code of conduct continues in force until amended by the Council. The code can be amended at any time but cannot be revoked unless the Council replaces it with another code. Once adopted, amendments to the code of the conduct require a resolution supported by 75 per cent or more of the members of the Council present.

Council will formally review the code within 18 months after the beginning of each triennium. Council will decide how the code will be reviewed and who will review it nearer the time of the review. The results of that review will be presented to Council for their consideration and vote.

The Code is appended to this report. The current Code refers to the Chairs of Committees that Council no longer has in place. These have been amended to reflect the Council's current Committee structure (shown as tracked changes). No other recommendations for change are made.

OPTIONS CONSIDERED

1st Option - Do Nothing

Council is able to accept the existing Code (with the minor corrections to committee names) and do nothing else.

2nd Option - Review the Code

The Code may be reviewed by the entire Strategy and Policy Committee, or it may elect to nominate a small working party to bring its recommendations to the next Strategy and Policy Committee meeting, or the Council meeting for endorsement.

3rd Option - Replace the Code

Council may replace the Code with another. The existing Code would need to remain in place until a replacement Code is developed. A new Code must also have the required level of support from Elected Members to replace the existing Code. To progress this option, it is suggested that a work team is established to draft a new Code and that work commences on this sooner rather than later to ensure it is completed within the required timeframes taking into account other work priorities.

POLICY AND PLAN CONSIDERATIONS

The review of the Code of Conduct is consistent with Council's policy.

SIGNIFICANCE

The recommendation is not deemed significant.

MĀORI IMPLICATIONS

There are no implications for Māori.

FINANCIAL CONSIDERATIONS

There are no financial considerations regarding this matter.

CONCLUSION

After considering all issues, options and the known views of those affected, as well as giving consideration to the level of significance and the legal and financial implications, the recommendation of this report is for the Committee to review the Code of Conduct.

APPENDICES

Current Code of Conduct

CODE OF CONDUCT

HURUNUI DISTRICT COUNCIL CODE OF CONDUCT

PART ONE: INTRODUCTION

Schedule 7 of the Local Government Act 2002 (the Act) requires each local authority to adopt a code of conduct. Once adopted, all elected members are required to comply with the code.

This code of conduct provides guidance on the standards of behaviour that are expected from the Mayor and elected members of the Hurunui District Council. The code applies to elected members in their dealings with:

- each other
- the Chief Executive and staff
- the media
- the public

The objective of the code is to enhance:

- the effectiveness of the Council as the autonomous local authority with statutory responsibilities for the good local government of the Hurunui District
- the credibility and accountability of the Council within its community
- mutual trust, respect and tolerance between the elected members as a group and between the elected members and management.

This code of conduct seeks to achieve its objectives by recording:

- an agreed statement of roles and responsibilities (refer in Part Two of the code)
- agreed general principles of conduct (refer Part Three of the code)
- specific codes of conduct applying to particular circumstances or matters (refer Part Three of the code).

Elected members are primarily accountable to the electors of the district through the democratic process. However members must note that the Auditor-General may hold them to account for unlawful actions or expenditure or for breaches of the Local Authorities (Members' Interests) Act 1968.

The code of conduct that follows is based on the following general principles of good governance:

- **Public interest.** Members are to serve only the interests of the district as a whole and not to improperly confer an advantage or disadvantage on any one person.
- **Honesty and integrity.** Members are not to place themselves in situations where their honesty and integrity may be questioned, nor behave improperly, and on all occasions, are to avoid the appearance of such behaviour.
- **Objectivity.** Members are to make decisions on merit including making appointments, awarding contracts, or recommending individuals for rewards or benefits. Elected members' (once elected) primary duty is to the interests of the entire district, not the ward that elected them.
- **Accountability.** Members are accountable to the public for their actions and the manner in which they carry out their responsibilities, and are to cooperate fully and honestly with the scrutiny appropriate to their particular office.

- **Openness.** Members are to be as open as possible about their actions and those of the Council, and should be prepared to justify their actions.
- **Personal judgment.** Members can and will take account of the views of others, but should reach their own conclusions on the issues before them, and act in accordance with those conclusions.
- **Respect for others.** Members are to promote equality by not discriminating unlawfully against any person and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation, or disability. They should respect the impartiality and integrity of the Council staff.
- **Duty to uphold the law.** Members will uphold the law, and on all occasions, act in accordance with the trust the public places in them.
- **Stewardship.** Members must ensure that the Council uses resources prudently and for lawful purposes, and that the Council maintains sufficient resources to meet its statutory obligations.
- **Leadership.** Members should promote and support these proposals by example, and should always endeavour to act in the best interests of the community.

PART TWO: ROLES AND RESPONSIBILITIES

This part of the code describes the roles and responsibilities of elected members, the Mayor, Deputy Mayor, and the Chief Executive.

Elected Members

Elected members, acting as the Council, are responsible for:

- the development and adoption of Council policy
- monitoring the performance of the Council against its stated objectives and policies
- prudent stewardship of Council resources
- employment of the Chief Executive
- representing the interests of the residents and ratepayers of the Hurunui District. (On election, the members' first responsibility is to the district as a whole.)

Unless otherwise provided in the Local Government Act 2002 or in standing orders, the Council can only act by majority decisions at meetings. Each member has one vote. Any individual member (including the Mayor) has no authority to act on behalf of the Council unless the Council has expressly delegated such authority.

Mayor

The Mayor is elected by the district as a whole and as one of the elected members shares the same responsibilities as other members of Council. The Mayor also has the following roles:

- presiding member at Council meetings and is responsible for ensuring the orderly conduct of business during meetings (as determined in standing orders)
- advocate on behalf of the community. This role may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of the Council
- ceremonial head of Council
- provide leadership and feedback to other elected members
- Justice of the Peace (while the Mayor holds office)

The Mayor must follow the same rules as other elected members about making public statements and committing the Council to a particular course of action, unless acting in accordance with the rules for media contact on behalf of the Council under a delegation of authority from the Council.

Deputy Mayor

The Deputy Mayor must be elected by the members of Council, at the first meeting of the Council. The Deputy Mayor exercises the same roles as other elected members, and if the Mayor is absent or incapacitated, the Deputy Mayor must perform all of the responsibilities and duties, and may exercise the powers, of the Mayor (as summarised above). The Deputy Mayor may be removed from office by resolution of Council.

Committee Chairpersons

The Council may create one or more committees of Council. A committee chairperson presides over all meetings of the committee, ensuring that the committee acts within the powers delegated by Council. Committee chairpersons may be called on to act as an official spokesperson on a particular issue. They may be removed from office by resolution of Council.

Chief Executive

The Chief Executive is appointed by the Council in accordance with section 42 of the Local Government Act 2002. The Chief Executive is responsible for implementing and managing the Council's policies and objectives within the budgetary constraints established by the Council. The responsibilities of the Chief Executive are:

- implementing the decisions of the Council
- providing advice to the Council and community boards
- ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised
- managing the activities of the local authority effectively and efficiently
- maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority
- providing leadership for the staff of the local authority
- employing all other staff on behalf of the local authority.

PART THREE: RELATIONSHIPS AND BEHAVIOURS

This part of the code sets out the Council's agreed standards of behaviour. Some of the matters described in this part of the code reflect other legislation such as the Local Authorities (Members' Interests) Act 1968.

Relationships with Other Members

Successful teamwork is a critical element in the success of any democratically elected organisation. No team will be effective unless mutual respect exists between members. With this in mind elected members will conduct their dealings with each other in ways that:

- maintain public confidence in the office to which they have been elected
- are open and honest
- focus on issues rather than personalities
- are not aggressive, offensive or abusive

Relationships with Staff

The effective performance of Council also requires a high level of cooperation and mutual respect between elected members and staff. To ensure that level of cooperation and trust is maintained, elected members will:

- recognise that the Chief Executive is the employer (on behalf of Council) of all Council employees, and as such only the Chief Executive may hire, dismiss or instruct or censure an employee
- make themselves aware of the obligations that the Council and the Chief Executive have as employers and observe those requirements at all times
- treat all employees with courtesy and respect
- observe any guidelines that the Chief Executive puts in place regarding contact with employees
- not do anything which compromises, or could be seen as compromising, the impartiality of an employee
- not publicly criticise the competence, integrity and personality of any employee
- raise concerns about employees only with the Chief Executive, and concerns about the Chief Executive only with the Mayor or the Chief Executive Review Committee.

Elected members should be aware that failure to observe this portion of the code of conduct may compromise the Council's obligations to act as a good employer and may expose the Council to civil litigation and audit sanctions.

Relationships with the Community

Effective Council decision-making depends on productive relationships between elected members and the community at large. Members should ensure that individual citizens are accorded respect in their dealings with the Council, have their concerns listened to, and deliberated on in accordance with the requirements of the Act. Members should act in a manner that encourages and values community involvement in local democracy.

Contact with the Media

The media plays an important part in local democracy. In order to fulfil this role the media needs access to accurate, timely information about the affairs of Council. From time to time, individual members will be approached to comment on a particular issue either on behalf of Council, or as an elected member in their own right. This part of the code deals with the rights and duties of Councillors when speaking to the media on behalf of Council, or in their own right.

1. The following rules apply for media contact *on behalf of Council*:
 - the Mayor or Chief Executive are the first point of contact for the official view on any issue. Where the Mayor and Chief Executive are unavailable, any matters will be referred to the appropriate elected member or appropriate Manager.
 - the Mayor or Chief Executive may refer any matter to the relevant committee chairperson or Manager for their comment
 - no other member may comment *on behalf of Council* without having first obtained the approval of the Mayor unless they are clearly acting for Council (i.e.; a Ward Committee member) and the comment reflects what has been agreed by Council.
2. Elected members are free to express a *personal view* in the media, at any time, provided the following rules are observed:

- media comments must not state or imply that they represent the views of Council
- where an elected member is making a statement that is contrary to a Council decision or Council policy, the member must not state or imply that his or her statements represent a majority Council view
- media comments must observe the other requirements of the code of conduct, e.g. not disclose confidential information, or compromise the impartiality or integrity of staff.

Confidential Information

In the course of their duties members will receive information that may need to be treated as confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation. Elected members must not use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the elected member. Elected members should be aware that failure to observe these provisions will impede the performance of Council by inhibiting information flows and undermining public confidence in the Council. Failure to observe these provisions may also expose Council to prosecution under the Privacy Act 1993 and/or civil litigation.

Conflicts of Interest

Elected members must be careful that they maintain a clear separation between their personal interests and their duties as an elected member. This is to ensure that people who fill positions of authority carry on their duties free from bias (whether real or perceived). Members therefore need to familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 which concerns financial interests, and with other legal requirements concerning non-financial conflicts of interest.

The Act provides that an elected member is disqualified from office, or from election to office, if that member is concerned or interested in contracts under which payments made by or on behalf of the local authority exceed \$25,000 in any financial year.

Additionally, elected members are prohibited from participating in any Council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. The same rules also apply where the member's spouse contracts with the authority or has a pecuniary interest. Members must declare their interests at Council meetings where matters in which they have a pecuniary interest arise.

Members may make a general declaration of interest as soon as practicable after becoming aware of any such interests. Members may volunteer to do so triennially after election and thereafter should any elected members circumstances change. (See Appendix Two for a Register of Interests form.) These declarations are recorded in a register of interests maintained by Council. The declaration should notify the Council of the nature and extent of any interest, including:

- any employment, trade or profession carried on by the member or the member's spouse for profit or gain
- any company, trust, partnership etc for which the member or their spouse is a director, partner, trustee or beneficiary
- the address of any land in which the member has a beneficial interest and which is in the Hurunui District Council

- the address of any land where the landlord is the Hurunui District Council and:
- the member or their spouse is a tenant, or
- the land is tenanted by a firm in which the member or spouse is a partner, or a company of which the member or spouse is a director, or a trust of which the member or spouse is a trustee or beneficiary
- any other matters which the public might reasonably regard as likely to influence the member's actions during the course of their duties as a member.

Where the member is involved in a conflict of interest, then the member is to declare the conflict.

If the member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the Chief Executive *immediately*.

Members may also contact the Audit Office for guidance as to whether that member has a pecuniary interest. If there is a pecuniary interest, the member may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote. The Chief Executive must also seek approval from the Audit Office for contractual payments to members, their spouses or their companies that exceed the \$25,000 annual limit.

Failure to observe the requirements of the Local Authorities (Members' Interests) Act 1968 could potentially invalidate the particular decision made, or the action taken, by Council. Failure to observe these requirements could also leave the elected member open to prosecution under the Local Authorities (Members' Interests) Act 1968. In the event of a conviction elected members can be ousted from office.

Standing Orders

Elected members must adhere to any standing orders adopted by Council under the Local Government Act 2002. These standing orders are subject to the same legal requirements as a code of conduct with regard to their adoption and amendment.

Ethics

Hurunui District Council seeks to promote the highest standards of ethical conduct amongst its elected members. Accordingly, elected members will:

- claim only for legitimate expenses as laid down by any determination of the Remuneration Authority then in force, and Council policy
- not influence, or attempt to influence, any Council employee to take actions that may benefit the member, or the member's family or business interests
- not use Council resources for personal business (including campaigning)
- not solicit, demand, or request any gift, reward or benefit by virtue of their position
- notify the Chief Executive if any gifts are accepted in their capacity as elected member
- where a gift to the value of \$100 or more is offered to a member, immediately disclose this to the Chief Executive for inclusion in the publicly available register of interests.

Disqualification of Members from Office

Elected members are automatically disqualified from office if they are convicted of a criminal offence punishable by two or more years imprisonment, or if they cease to

be or lose their status as an elector or of certain breaches of the Local Authorities (Members' Interests) Act 1968.

Under the Local Government Act 2002, local authorities, when adopting a code of conduct, must consider whether or not they will require members to declare whether they are an undischarged bankrupt. This Council believes that bankruptcy does raise questions about the soundness of a person's financial management skills and their judgment in general. The Council therefore requires elected members who are declared bankrupt to notify the Chief Executive as soon as practicable after being declared bankrupt.

PART FOUR: COMPLIANCE AND REVIEW

This part deals with ensuring that elected members adhere to the code of conduct and mechanisms for the review of the code of conduct.

Compliance

Elected members must note that they are bound to comply with the provisions of this code of conduct (Local Government Act 2002, Schedule 7, section 15(4)). Members are also bound by the Local Government Act 2002, the Local Authorities (Members' Interests) Act 1968, the Local Government Official Information and Meetings Act 1987, the Secret Commissions Act 1910, the Crimes Act 1961 and the Securities Act 1978.

The Chief Executive will ensure that an explanation of these Acts is made at the first meeting after each triennial election and that copies of these Acts are freely available to elected members. Short explanations of the obligations that each of these has with respect to conduct of elected members is attached in the Appendix to this code.

Conduct Review Committee

Compliance will be monitored by the Conduct Review Committee. This committee will be constituted at the first meeting after triennial elections and will consist of the Mayor, the Deputy Mayor and one other person who is not an elected member nor a staff member, and who has dispute resolution skills. Where any member(s) of the review committee is involved in a dispute/breach of the code, they will be replaced by the Chair of ~~Environmental Services~~the Regulatory Committee, and/or the Chair of ~~Works and Services~~Audit and Risk Committee.

All alleged breaches of the code will be reported to the above committee. Any allegation of a breach of a code of conduct must be in writing, make a specific allegation of a breach of the code of conduct, and provide corroborating evidence when possible. The committee will investigate the alleged breach and prepare a report for the consideration of Council.

Before beginning any investigation, the committee will notify the elected member(s) in writing of the complaint and explaining when and how they will get the opportunity to put their version of events. The Council will consider the report in open meeting of Council, except where the alleged breach relates to the misuse of confidential information or could impinge on the privacy of a member of staff or of the general public, or elected member.

Responses to Breaches of the Code

The exact nature of the action the Council may take depends on the nature of the breach and whether there are statutory provisions dealing with the breach. Where there are statutory provisions:

- breaches relating to members' interests render members liable for prosecution by the Auditor-General under the Local Authority (Member's Interests) Act 1968
- breaches which result in the Council suffering financial loss or damage may be reported on by the Auditor-General under the Local Government Act 2002, which may result in the member having to make good the loss or damage
- breaches relating to the commission of a criminal offence may leave the elected member liable for criminal prosecution.

In these cases the Council may refer an issue to the relevant body, any member of the public may make a complaint, or the body itself may take action of its own initiative.

Where there are no statutory provisions, the Council may take the following action:

- censure
- removal of the elected member from Council committees and/or other representative type bodies
- dismissal of the elected member from a position as Deputy Mayor or Chair of a committee.

A decision to apply one or more of these actions requires a Council resolution to that effect.

Review

Once adopted, a code of conduct continues in force until amended by the Council. The code can be amended at any time but cannot be revoked unless the Council replaces it with another code. Once adopted, amendments to the code of the conduct require a resolution supported by 75 per cent or more of the members of the Council present.

Council will formally review the code within 18 months after the beginning of each triennium. Council will decide how the code will be reviewed and who will review it nearer the time of the review. The results of that review will be presented to Council for their consideration and vote.

APPENDIX ONE:

LEGISLATION BEARING ON THE ROLE AND CONDUCT OF ELECTED MEMBERS

This is a summary of the legislation requirements that has some bearing on the duties and conduct of elected members. Copies of these statutes can be found in the Council library or in the office of the Chief Executive.

Local Authority (Members' Interests) Act 1968

This Act regulates situations where members' personal interests impinge, or could be seen as impinging on their duties as an elected member. The Act provides that an elected member is disqualified from office if that member is concerned or interested in contracts under which payments made by or on behalf of the local authority exceed \$25,000 in any financial year.

Additionally, elected members are prohibited from participating in any Council discussion or voting on any matter in which they have a pecuniary interest, other than an interest in common with the general public. The same rules also apply where the member's spouse contracts with the authority or has a pecuniary interest.

Members may also contact the Audit Office for guidance as to whether that member has a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote. The Chief Executive must also seek approval from the Audit Office for contractual payments to members, their spouses or their companies that exceed the \$25,000 annual limit.

Failure to observe these requirements could also leave the elected member open to prosecution under the Local Authority (Members' Interests) Act 1968. In the event of a conviction elected members can be ousted from office.

Local Government Official Information and Meetings Act 1987

The Local Government Official Information and Meetings Act 1987 sets out a list of meetings procedures and requirements. Of particular importance for the roles and conduct of elected members is the fact that the chair has the responsibility to maintain order at meetings, but all elected members should accept a personal responsibility to maintain acceptable standards of address and debate. No elected member should:

- create a disturbance or a distraction while another Councillor is speaking
- be disrespectful when they refer to each other or other people
- use offensive language about the Council, other Councillors, any employee of the Council or any member of the public.

Secret Commissions Act 1910

Under this Act it is unlawful for an elected member (or officer) to advise anyone to enter into a contract with a third person and receive a gift or reward from that third person as a result, or to present false receipts to Council. If convicted of any offence under this Act a person can be imprisoned for up to 2 years, or fines up to \$1000, or both. A conviction therefore would trigger the ouster provisions of the Local Government Act 2002 and result in the removal of the member from office.

Crimes Act 1961

Under this Act it is unlawful for an elected member (or officer) to:

- accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in
- relation to the business of Council
- use information gained in the course of their duties for their, or another persons, monetary gain or advantage.

These offences are punishable by a term of imprisonment of 7 years or more. Elected members convicted of these offences will also be automatically ousted from office.

Securities Act 1978

The Securities Act 1978 essentially places elected members in the same position as company directors whenever Council offers stock to the public. Elected members may be personally liable if investment documents such as a prospectus contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

APPENDIX TWO Register of Interests – Elected Member

This statement is given in accordance with the Code of Conduct adopted by Hurunui District Council. The information contained in this statement is to the best of my knowledge complete and accurate as at the effective date. I confirm that I have included in this statement details of any interests held by me or my partner, or children or other dependents through trusts or companies.

Signed.....

Date.....

Interest	Member	Partner	Children & Children's Partners	Other Dependents
Full names:				
Employment, trade or profession (or occupation): <i>(for profit or gain)</i>				

Interest	Member	Partner	Children & Children's Partners	Other Dependents
<i>Employers name:</i>				
<i>Employment Status: (full time, part time, casual, owner operator, etc)</i>				
<i>Interest in any company, trust, partnerships, joint ventures or other business: (ie; director, partner, trustee or beneficiary)</i>				
<i>Interests in land within the Hurunui District Council: (address or legal description)</i>				

Interest	Member	Partner	Children & Children's Partners	Other Dependents
Appointments Held:				
Memberships:				
Gifts received as an Elected Member: (over \$100 NZ within the last 12 months)				

This information will be held by the Chief Executive Officer, Hurunui District Council.



HURUNUI

District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy Committee

SUBJECT: Environmental Services Team Work Plan

REPORT BY: Manager Environmental Services

J - Batchelor

Signature:

Author
Judith Batchelor

Manager

Summary Report

Attached for the Committee's information is the current work plan for the Environmental Services team with the timing of individual projects.

Recommendation

THAT THE INFORMATION BE RECEIVED.

**Environmental Services Planning Team Work programme
Updated March 2012**

Project	Timing	Lead Officers
RMA Advocacy		
Canterbury Regional Policy Statement	Submission presented to hearing 1/02/12	Rachel McClung
NES plantation forestry Council submission		Jan Weaver
NPS biodiversity	Awaiting central government decision	Rachel McClung/Judith Batchelor
Proposed new Land and Water Plan to replace NRRP	1 st level of consultation with Council officers completed	
Proposed Regional Coastal Plan	Awaiting Ecan to start project	Rebecca Holden
General Policy Work		
Waipara River Strategy	ongoing	Helga Rigg
Queen Mary reporting to the Crown		Bruce Yates Jan Weaver
District Reserve Management Plan Review	Notification of intention to review Plan	Rebecca Holden
Hurunui Lakes access	ongoing	Jan Weaver
District Plan review	Report S& P 15/03/12	Rachel McClung
Freedom Camping bylaw	To be reviewed by October 2012	
Gambling Policy review	To be reviewed by October 2012	
Liquor Licensing Policy review	review under new Liquor Act – mid 2012	
Hurunui Waiau zone committee request for report on how Hurunui DC is implementing the ZIP.	To be programmed	Rachel McClung

Project	Timing	Lead Officers
Biodiversity		
Local Biodiversity Strategy Implementation programme Partner project Greening Waipara	Neville Parminter Biodiversity field advisor appointed	Neville Parminter
20 SNA trial group	Under review	Neville Parminter
Monitoring programme to track biodiversity health of District		Neville Parminter
Minimoto Lagoon enhancement	Work plan prepared	Neville Parminter
Conical Hill Reserve	Draft work programme prepared Needs review and then public consultation	Neville Parminter
Engagement with community, school and landcare groups	Contact established	Neville Parminter
Plan Changes		
PC21 Waipara Oaks hearing panel appointed	Hearing adjourned for further information in relation to servicing	Helga Rigg
PC28 Apartment living	Commissioners Decision 23/3/12 Council	Rachel McClung
PC30 Queen Mary Hospital Historic Reserve	Approval to notify plan change 1/03/12 Regulatory Committee	Liz White
PC31 Car parking standards	Commissioners Decision 23/2/12 Council	Liz White
PC32 Rural subdivision	Awaiting Commissioners Decision 29/3/12 Council	Emma
PC33 SNA redefinition of existing SNA areas – trial group		Jan/Neville

Project	Timing	Lead Officers
Resource consents		
Mt Cass Windfarm - Mainpower	Decision granted Appeal for costs	Helga Rigg
Hurunui Wind – Meridian	Directly referred to Environment Court	Helga Rigg
Alpine Apartments	Notified, submissions closed, awaiting hearing	Liz White



HURUNUI
District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy Committee

SUBJECT: Analysis of Results from Issues Survey

REPORT BY: Policy Planner

Rebecca Holden

Manager

Summary Report

The Communications Strategy presented to the Strategy and Policy Committee at the meeting held on 11 August 2011 outlined key steps in the consultation process for the District Plan review. A central component of the initial phase of consultation was the Issues Survey, which was approved by the Council at the meeting held on 25 August 2011 subject to minor amendments. The purpose of the Issues Survey is to allow the community to direct the Council as to the significant resource management issues they consider need to be addressed by the District Plan review.

This report summarises the findings of the Issues Survey.

Recommendation

THAT THE INFORMATION BE RECEIVED.

BACKGROUND

The Communications Strategy presented to the Strategy and Policy Committee at the meeting held on 11 August 2011 outlined key steps in the consultation process for the District Plan review. A central component of the initial phase of consultation was the Issues Survey, which was approved by the Council at the meeting held on 25 August 2011 subject to minor amendments. The purpose of the Issues Survey is to allow the community to direct the Council as to the significant resource management issues they consider need to be addressed by the District Plan review.

Methodology

The survey was distributed to 600 households (HH), representing 7.5% of the households within the district, which was split proportionately between each ward. The questions were directed to the household, not individuals, in order to gain a better overall cross-section of the community and to limit the number of surveys completed. Table 1 outlines the calculations used to allocate the sample quota of surveys to each ward.

Table 1: Survey distribution by ward

Ward	Distributed by Community Group	Number of HH	% of HH	Survey quota	Target Return Rate	Surveys Returned	Funds Raised
Amberley	Amberley Preschool and Nursery	1,687	32	192	115	53	\$318.00
Amuri	Amuri Rural Fire Force	770	15	90	54	3	\$18.00
Hurunui	United Rugby Club Hawarden/Waikari	513	10	60	36	20	\$120.00
Cheviot	Cheviot Skatepark Club	675	13	78	47	21	\$126.00
Glenmark	Omihi School	527	10	60	36	14	\$84.00
Hanmer Springs	Hanmer Springs School	1,054	20	120	72	53	\$318.00
Total		5,225	100	600	360	164	\$984.00

Households were identified from the Council's rates database where a list of all residential rate payers within the district was exported into Microsoft Excel. Each household, separated by ward, was then allocated a unique number. The random number function in Excel was then used to randomly select households until the sample quota for each ward was reached.

The list of households was then filtered for duplicates which were removed and replaced by another randomly selected household using the method described above. In the case of Hanmer Springs where a high proportion of ratepayers are not resident, where the residential address did not match the postal address based on the information supplied from the rates database, an assumption was made that the property was a holiday home and was therefore excluded from the random selection.

In order to distribute the survey, Councillors were asked to put forward a suggested community group to help with distribution. For every completed survey returned, the community group would receive \$6.00. Table 1 above lists the participating community groups for each ward and shows the number of surveys which were returned and the subsequent amount of funds raised for each group.

As can be seen from the table above, the target response rate was not reached within any ward. Overall, 164 of surveys were returned, representing a confidence interval (margin of error) of plus or minus 6.53%. However, key trends can still be identified when analysing the results with the comments households made providing a valuable insight into community perspectives on various issues.

ANALYSIS

In terms of analysing the content of the survey, the questions can be broken down into the following sections:

- Part 1: Aspects that households liked and disliked about living in the district
- Part 2: Significant resource management issues
- Part 3: New and emerging issues or opportunities in the district

Overall, the survey served as an opportunity to identify areas of the District Plan that could be improved in order to enhance or maintain the reasons why residents like living in the Hurunui District, or help change those things that the community doesn't like. Below is a more detailed analysis broken down by section:

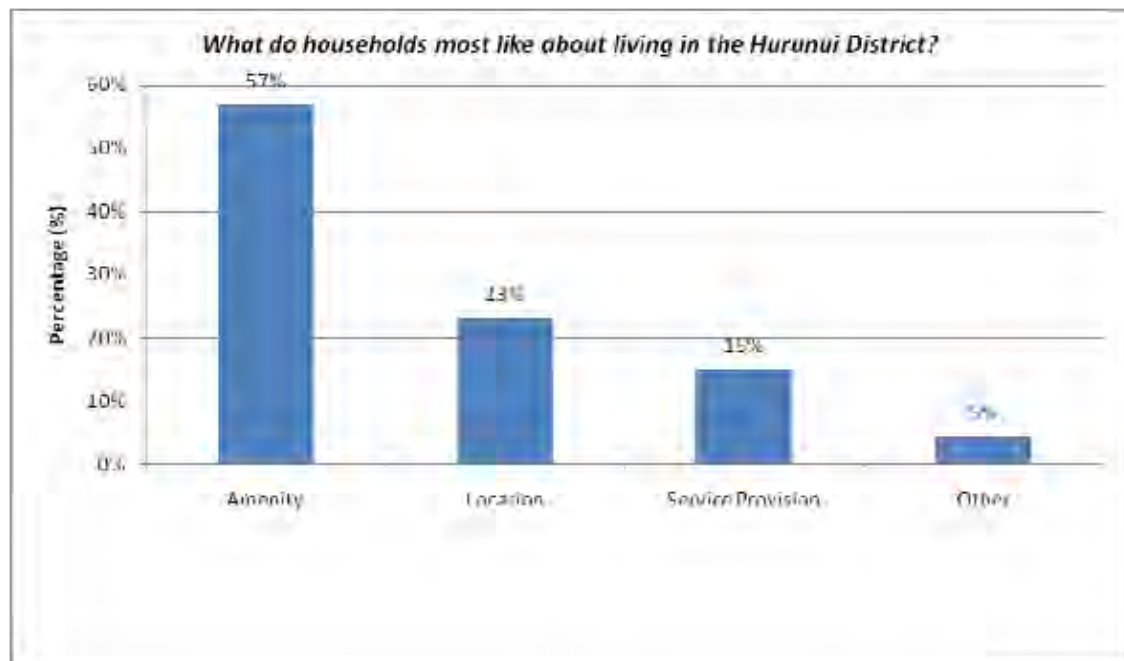
PART 1 ASPECTS HOUSEHOLDS LIKED AND DISLIKED ABOUT LIVING IN THE DISTRICT

The first part of the survey aimed to identify the key aspects of the district that residents like or dislike, and attempted to identify the things that the community value and want to protect.

Many of the positive and negative aspects about living in the district that were identified by households are not relevant to resource management nor can they be controlled through provisions within the District Plan. However, generally consistent themes could be identified through the responses given, and in most cases did not vary between wards.

RESULTS

QUESTION 1: *What do members of your household most like about living in this district?*



Amenity

The level of amenity in the district (those aspects of the environment which enhance or make it more pleasant) is important to the quality of life enjoyed by people living and working in the area. The district plan can ensure that the potential effects of activities on amenity values are taken into account and avoided where possible.

Approximately 57% of households who completed the survey identified a number of factors that contribute to the overall level of amenity that they enjoy from living in the district. These factors related to:

- Sense of open space
- Sense of community
- Peace and quiet
- Fresh air
- Views, scenery and landscape
- Natural environment

- Clean and green
- Climate
- Rural outlook and atmosphere
- Village atmosphere and pleasantness of our towns
- Low population density
- Rural lifestyle

As mentioned, a large majority of households identified aspects associated with a sense of community as what they liked most about living in the district. Having a sense of community can contribute to an overall better quality of life. Specific comments made by households related to:

- Friendliness of people
- Historic connection to the district
- Personal safety
- Community facilities
- Village atmosphere

Location

The transportation network provides accessibility into, through and out of the district. Just under one quarter (23%) of households like living in the district due to its location and accessibility to other regions, places (e.g. Christchurch, Rangiora), services (the districts service towns), family and friends.

In addition, a large number of households identified the accessibility of natural and physical resources such as the sea, mountains, lakes and rivers for passive and active recreation as a factor that they liked most about living in the district.

Service Provision

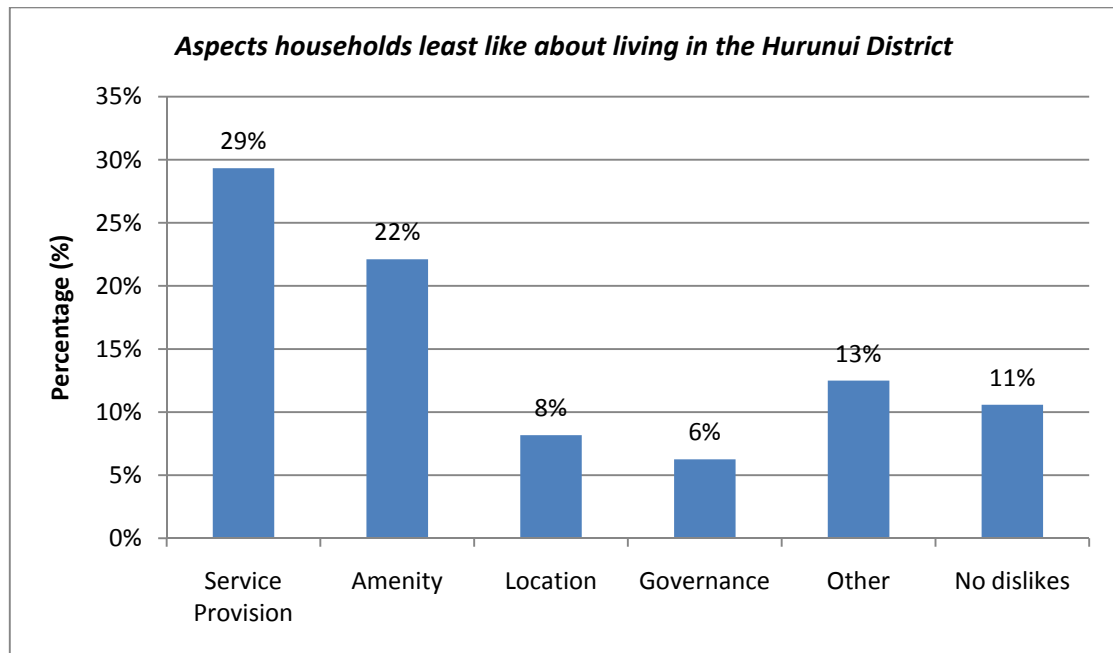
Fifteen per cent of household respondents identified access to services and community facilities as being reasons why they liked living in the district. These included community facilities such as libraries, reserves, schools, medical centres and shops, and services such as rubbish collection, recycling and infrastructure and utility provision.

Other factors

In addition to those factors identified above, other reasons why households like living in the district relate to:

- Employment Opportunities – particularly those offered through primary industry.
- Business opportunities.
- The economic benefits of living in the district which is less expensive than other neighbouring districts.
- Wind farms.
- The accessibility of Councillors.
- Some households identified that they like everything about the district.
- A small minority of households identified that they didn't like anything about living in the district.

QUESTION 2: What do members of your household least like about living in this district?



Service Provision

Approximately 30% of households who responded to the survey identified the lack of facilities and services as aspects they least liked about living in the district. This is somewhat related to the isolation of the district and its proximity to other districts or places.

Community facilities which households identified as lacking included:

- Large supermarket/shopping centre
- Recreational facilities such as all-year swimming pool
- Activities for young people
- Entertainment/cultural activities e.g. cinema
- Eftpos machine
- Cellphone coverage
- Public transport
- Doctor/medical facilities/elderly care
- Rural postal delivery
- A high school

Many households identified a lack of or inadequate provision of services and utilities by the Council as aspects that they liked least about living in the District. These included:

- Road maintenance/unsealed roads
- Open drains
- Rubbish collection
- Drinking water quality
- Footpaths

Amenity Values

Overall, 22% of household respondents disliked aspects about the district which have a detrimental effect on the level of amenity they experience. Specifically, community attitudes and anti-social behaviour were commonly mentioned, as well as the climate (the nor-west wind was commonly cited). Noise and dust associated with traffic movements through towns', especially heavy vehicle movements, was also frequently mentioned. Other things which households identified as affecting the level of amenity they experienced living in the district included:

- Perception of safety
- Poor urban design
- Reverse sensitivity effects
- Low population

Location

Just under 10% of households identified the district's location in terms of its proximity and the distance required to travel to access services, facilities or other places as an aspect that they least liked about living here. The provision of adequate services is closely related to the perception of isolation, as discussed above.

Governance

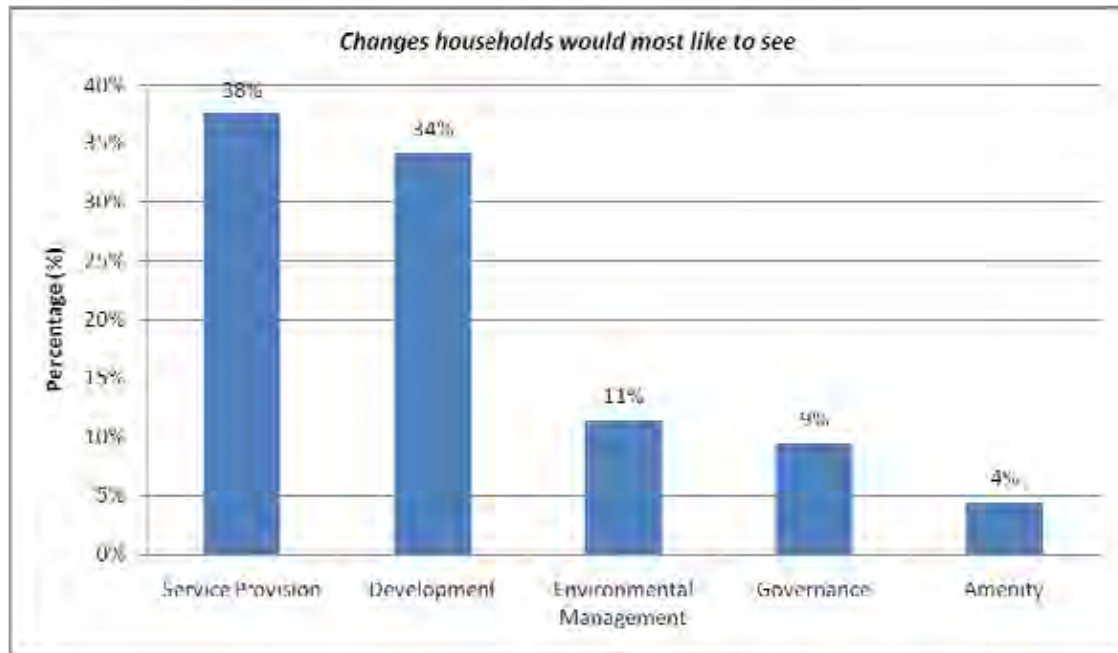
Just over 5% of households disliked aspects relating to the governance of the district and the role and performance of the Council. Specific mention was made to the rigidity of the Council's rules and regulations (including District Plan provisions), monitoring and compliance, and customer service provision.

Other

Other aspects that households disliked about living in the district included:

- Rural subdivision to provide for lifestyle blocks
- The cost of living
- Lack of employment opportunities
- Environmental degradation
- Land use changes (especially intensive land uses such as dairying)

QUESTION 3: *Thinking about the future of the district or the local area in which your household lives, what changes would members of your household most like to see?*



Households identified a number of changes that they would most like to see in the district or their local area. They can be grouped into the following themes:

Service Provision

Almost 40% of households would like to see infrastructure improvements or an increase in community service provision within the district. Specific comments related to the maintenance and condition of roads which they wanted to see improved (especially road sealing). Others wanted an increase in the number of cycleways and walkways, flood protection and drainage measures improved, and measures taken to improve footpaths and street lighting.

In addition, many comments were made about improving telecommunication access (broadband, cell phone reception etc), increasing public transport opportunities, and improving recycling and rubbish collection were also mentioned by households as changes they would most like to see in the district.

A large number of households would like to see more community facilities provided such as shops, high schools, medical centres and elderly care, an all-year round pool, and entertainment pursuits.

Development

Just over one third of households made comments on the form of development that they would like to see within the district. Many households would like to see an increase in retail opportunities, particularly mentioning the development of a large supermarket within the district. Others mentioned they would like to see a growth in business and industry diversification to provide for greater local employment opportunities district wide, with many specifically mentioning the development of an economically sustainable form of irrigation and water storage to aid industry growth.

Many households identified further tourism development as being a change they wanted to see in the district, with others wanting to see a growth in population and permanent residents.

A minority of households made comments about limiting the minimum area size of allotments within urban areas. A small number of households also wanted growth and development to be slow and controlled and of a scale appropriate to the district.

Environmental Management

Just over 10% of households want to see improvements relating to environmental management within the district. This includes more effective management of waterways, an increase in the amount of indigenous vegetation and tree planting including along riparian margins.

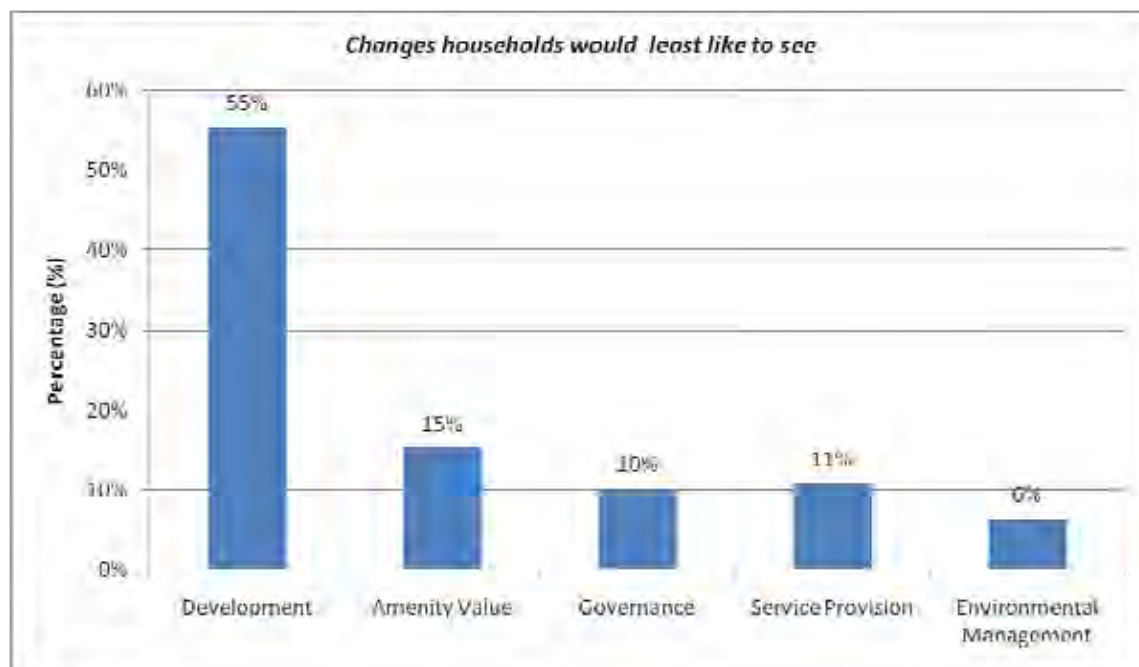
Amenity

Households that commented on amenity related changes (4%) wanted to see improvements to towns including that they are kept tidy and free of litter, that the entrances to towns are enhanced and that overall they are made more attractive.

Governance

Some households would like to see more consultation with resident community in decision making, less rules and regulations, and the promotion of the district. Some households made comments relating to the priorities of the rates spend, reducing speed limits in certain areas.

QUESTION 4: *Thinking about the future of the district or the local area in which your household lives, what changes would members of your household least like to see?*



Development

Households identified a number of changes that they would least like to see for the future of the district. Over half of respondents (55%) identified aspects relating to further growth and development as changes they would least like to see, including an increase in intensive land use (dairying) and its associated effects. Many mentioned urban sprawl and an increase in housing density of urban centres as a change they would not like to see. Others considered overpopulation, particularly without appropriate infrastructure provision as being something they didn't want to see occur.

In particular, Hanmer Springs households wanted to limit development of Hanmer Springs in terms of an increase in residential density and urban sprawl, more holiday homes, high rise developments, commercialisation (e.g. development of chain fast food outlets), unsympathetic development in terms of the alpine village atmosphere, with many comments specifically mentioning that they did not want to see Hanmer turn into a "mini-Queenstown".

Other households mentioned that they did not want to see a decrease in employment opportunities, or an increase in renewable energy. Rural subdivision and deforestation were also mentioned.

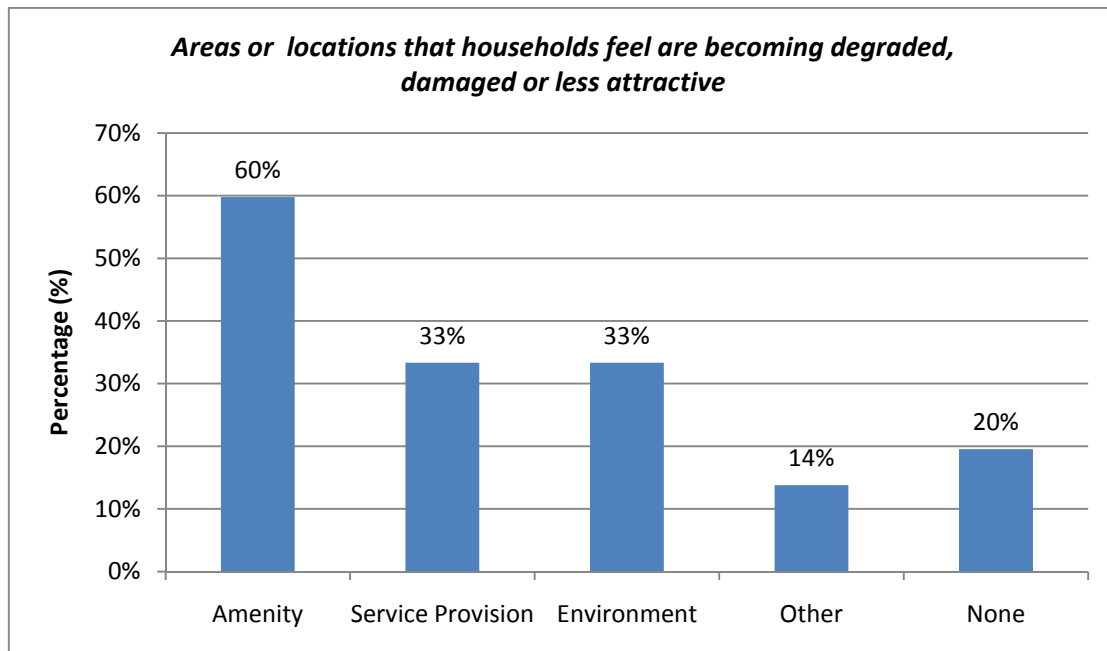
Amenity

In terms of amenity, households would least like to see unsympathetic development with the existing environment in both urban and rural areas. Many were concerned about the increasing amount of traffic through towns, and the loss of a sense of community.

Other

Other comments related to the loss of community facilities such as schools and shops, pollution of the environment, and an increase in rates, as well as rules and regulations, all changes that households would least like to see occur in the district.

QUESTION 5: *Please identify any areas or locations in our district that members of your household feel are becoming degraded, damaged or less attractive. What do you think is causing this?*



Amenity

Almost two thirds (61%) of household respondents felt that the district's towns and villages were becoming degraded, damaged or less attractive. Reasons identified mainly related to amenity values. Respondents thought such things as untidy houses and buildings, maintenance of grounds and sections, unappealing shop frontages, increase in litter, vandalism, and noise disturbance, as contributing factors to a loss of amenity in townships and villages.

Environment

One third of households thought that the district's natural environment was becoming degraded particularly water quantity and quality, and the district's landscape. The reasons cited included inappropriate farming practices (particularly in relation to dairying), the spread of pest species (e.g. didymo, gorse, broom and willows), and the impacts of allowing public access (especially vehicles) to areas including freedom camping.

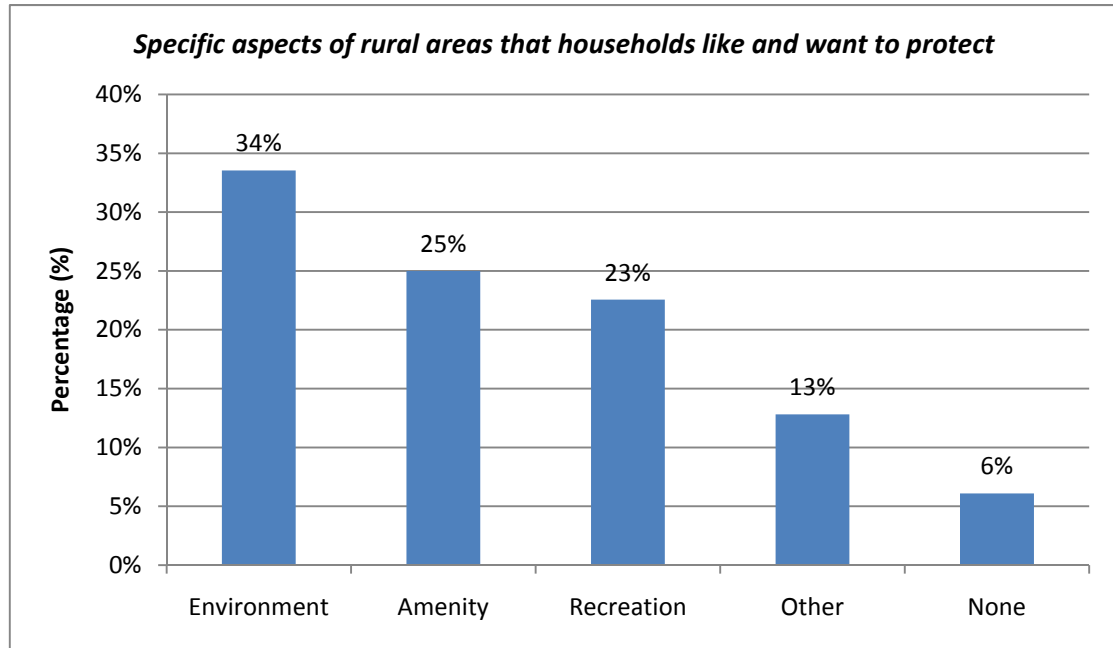
Service Provision

The same proportion of respondents (33%) identified an inadequate provision of services as being a cause for areas becoming degraded throughout the district. Specific mention was made to the condition of the footpaths and roads (particularly the condition of unsealed roads). A number of households made comment about drains not being regularly cleared and a need to extend kerb and channelling in towns.

Other

Other reasons mentioned for areas of the district becoming degraded, damaged or less attractive included the increase in the number of small sections in urban areas which was perceived to be contrary to a rural environment, and the increase in the number of lifestyle blocks and rural subdivisions. Traffic safety was also mentioned, along with an increase in 'undesirable' people moving into smaller townships.

QUESTION 6: *Thinking about the district's rural areas, are there any specific aspects that members of your household like and want to protect?*



Environment

Half of household respondents identified aspects of the district's natural environment as aspects that they wanted to protect. Specifically households wanted to protect waterways, native vegetation or forested areas, wetlands and beaches. A few mentioned the need to manage pest species in order to protect the natural environment.

Amenity

A large proportion of households (38%) identified the district's scenery, landscape or rural outlook as being aspects that they wished to protect. These have been grouped into the category 'Amenity' and also include aspects such as the trees, quietness and town/streetscapes of the district.

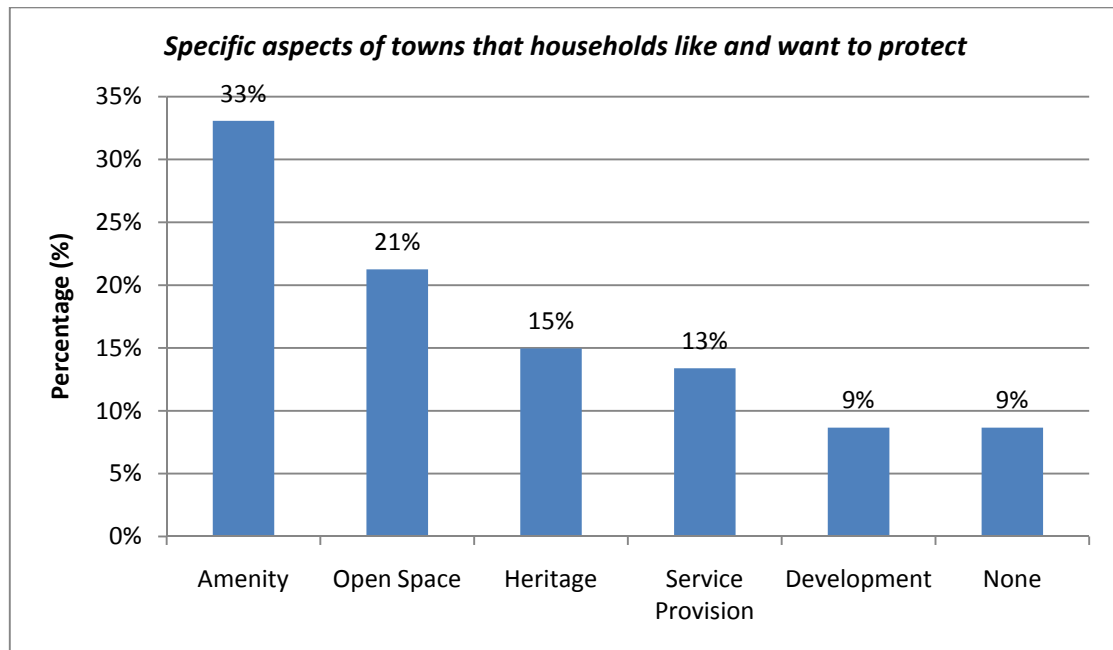
Recreation

Recreational aspects of the district that households identified as wanting to protect included the district's reserves, walkways and cycle ways, as well as retaining public access to recreational resources such as rivers, lakes, historic heritage features and outstanding landscapes.

Other

Other aspects which household mentioned as wanting to protect included heritage features and buildings, services such as drinking water and community facilities (libraries, toilets etc). Limiting rural subdivision was also mentioned although some households also encouraged the development of smaller lifestyle blocks.

QUESTION 7: *Thinking about the district's towns, are there any specific aspects that members of your household like and want to protect?*



Amenity

One third of respondents identified aspects relating to the characteristics of the district's towns and villages that they liked and wanted to protect. These included the small rural nature/village atmosphere, friendly nature and the sense of community. Most households named specific towns that they liked the look and feel of, mainly Hanmer Springs (although results are skewed due to the high proportion of respondents from this ward).

Open Space

Secondly, 21% of households wish to protect the open spaces within towns including the reserves, walkways and trees lining the streets which add to the village atmosphere of a place.

Heritage

Fifteen per cent of respondents identified heritage buildings, structures or the history of a township as being an aspect they wish to protect. Over one quarter of these respondents specifically mentioned protecting the Queen Mary Hospital grounds and buildings; however the majority of these households were from the Hanmer Springs Ward. Historic trees were also mentioned frequently.

Other

Other aspects identified as being worthy of protection included things to do with the development of towns including intensifying development in order to reduce urban sprawl. Service and facility provision was also frequently mentioned by households including the provision of halls, shops, sports facilities, libraries etc.

CONCLUSION

This part of the survey aimed to identify those aspects which the community like about living in the district and those things they want to protect. In general terms, the results have indicated that the community is not adverse to development and change, so long as those things they value are protected and that any development is considerate and appropriate to the existing environment.

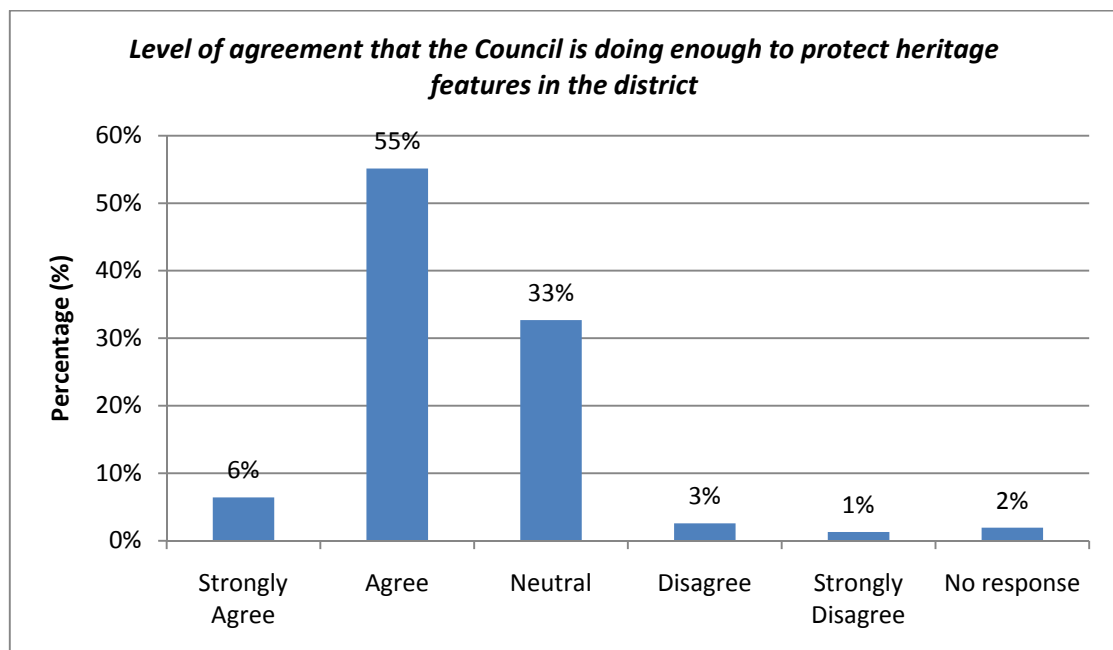
PART 2 SIGNIFICANT RESOURCE MANAGEMENT ISSUES

The second part of the survey relates to those resource management issues that the District Plan is legally required to address. These questions sought to gain an overall perception of the community's understanding on these issues and identified issues where a greater understanding is needed to get the community on-board.

QUESTION 8: The Council has rules in its District Plan to protect heritage features, which are required by law. Do you agree that the Council is doing enough to protect heritage features in the district?

What is a Heritage Feature?

Heritage features can be any item, building, place or feature that has significance to people because of their associations with the past and their link with the future, and can help provide us with a sense of our identity. Many heritage features are registered by the NZ Historic Places Trust, e.g. the Queen Mary Hospital Historic Reserve.



RESULTS

The majority of households (62%) agree or strongly agree that the Council is doing enough to protect heritage features in the district. Some of the comments received indicated that households think there are sufficient and/or too many rules and regulations. Others mentioned that the Council provides good leadership and support to the community to protect heritage buildings with many households mentioning specific sites or buildings that they wanted to see protected particularly the Queen Mary Hospital. This may be a result of how the survey question was structured as it specifically named the Queen Mary Hospital.

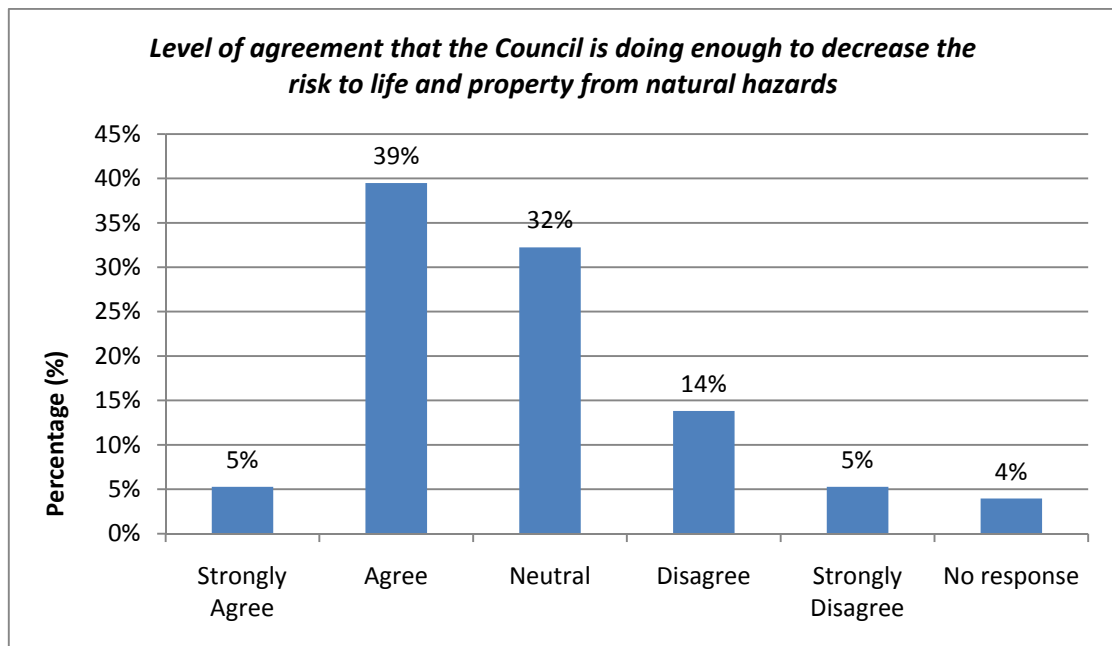
A small proportion of households (4%) disagreed that the Council is doing enough to protect heritage features in the district. Some make comments specifically relating to the impact the Hanmer Springs Thermal Pools and Spa has on the Queen Mary Hospital Grounds in Hanmer Springs. Others mention specific sites with heritage value that households believe are not currently being protected.

One third of households held a neutral opinion as to whether the Council is doing enough to protect heritage features in the district with comments primarily relating to lack of knowledge or lack of concern for the issue. Two per cent of respondents did not respond.

QUESTION 9. The Council has rules in its District Plan to ensure that development avoids areas of natural hazards, which are required by law. Do you agree that the Council is doing enough to decrease the risk to life and property from natural hazards?

What is a Natural Hazard?

A natural hazard is the threat of a naturally occurring event that will have a negative effect on people or the environment. Natural hazard areas identified in Hurunui's District Plan include flooding & ponding, known fault lines, coastal hazard zones and slope hazards.



RESULTS

Just under half of households (46%) thought that the Council is doing enough to decrease the risk to life and property from natural hazards. Of those that agreed, over half made comments about the role the Council has taken in mitigating the effects of natural hazards mentioning specific measures they have noticed such as tsunami warning sirens installed; drainage works; and the earthquake prone building policy. In addition, many households mentioned that they would like to be kept informed and have information made available to them. Many made comment about how they thought the Council was meeting their obligations in this area.

Additionally, of the households which agreed or strongly agreed that the Council is doing enough, nearly one third made a comment in relation to the amount of regulation to reduce the risk of natural hazards, many stating that this is the personal responsibility of individuals, not a Council concern.

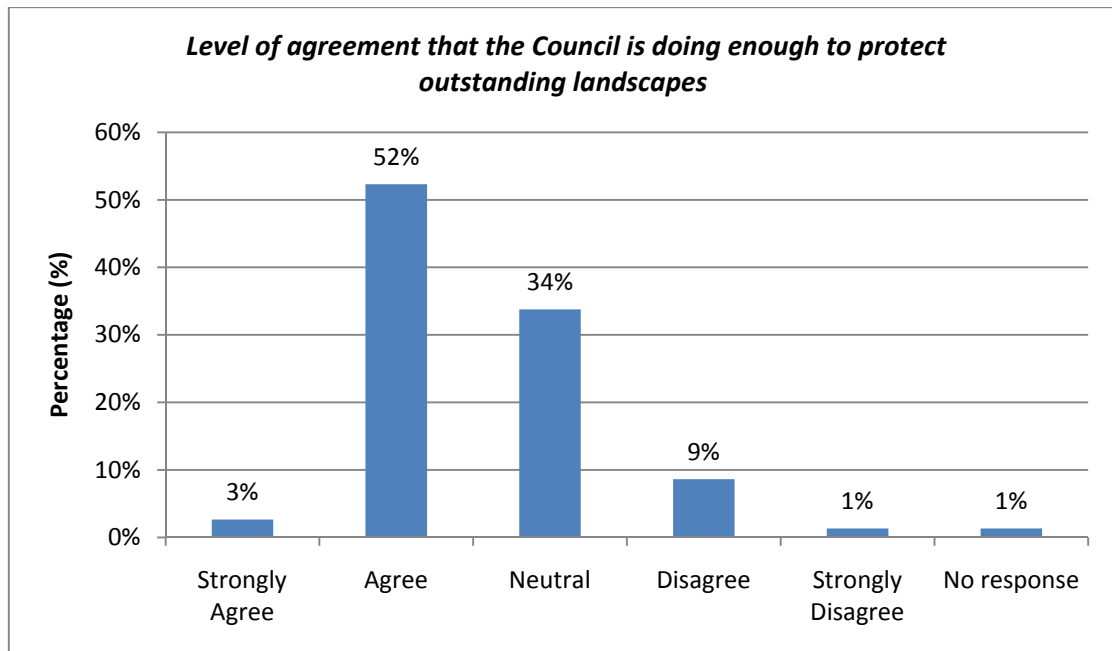
Almost 20% of households disagreed or strongly disagreed that the Council is doing enough to decrease the risk to life and property from natural hazards. A large majority of comments made recommended specific measure be taken to reduce the risk, particularly in relation to flooding and clearing of drains and waterways, and the Waiiau Bridge at Hanmer which many people fear could collapse in an earthquake or other major event.

Those households who held a neutral or no opinion on whether the Council is doing enough to decrease the risk to life and property from natural hazards made comments about not knowing enough about the issue, or not being aware of any measure the Council has taken to mitigate potential effects. Other's mentioned that they haven't lived here long enough to be informed to comment.

QUESTION 10: The Council has rules in its District Plan to protect outstanding landscapes, which are required by law. Do you agree that the Council is doing enough to protect outstanding landscapes?

What is a Landscape?

A landscape reflects the influence of environmental processes and human activity over time. A landscape can be an area perceived as naturally beautiful or have value in terms of meaning and spirituality. Hurunui's natural features and landscapes vary and include the ranges of the Main Divide, inland basins and major valleys, and the coast line.



RESULTS

Fifty five per cent of households agree or strongly agree that the Council is doing enough to protect outstanding landscapes in the district. Most comments related to household awareness of the rules within the District Plan which were positive in supporting the Council's actions so far. Others mentioned that they have not noticed any degradation of the district's landscapes and therefore consider them to be protected.

Ten per cent of households disagreed or strongly disagreed that the Council is doing enough to protect outstanding landscapes. Comments related to the clearing of vegetation, the proposed wind farms, irrigation centre pivots, degradation of rivers, and creating walkways so people can enjoy the landscape. Overall the households who disagreed considered that more needed to be done by the Council to protect landscapes.

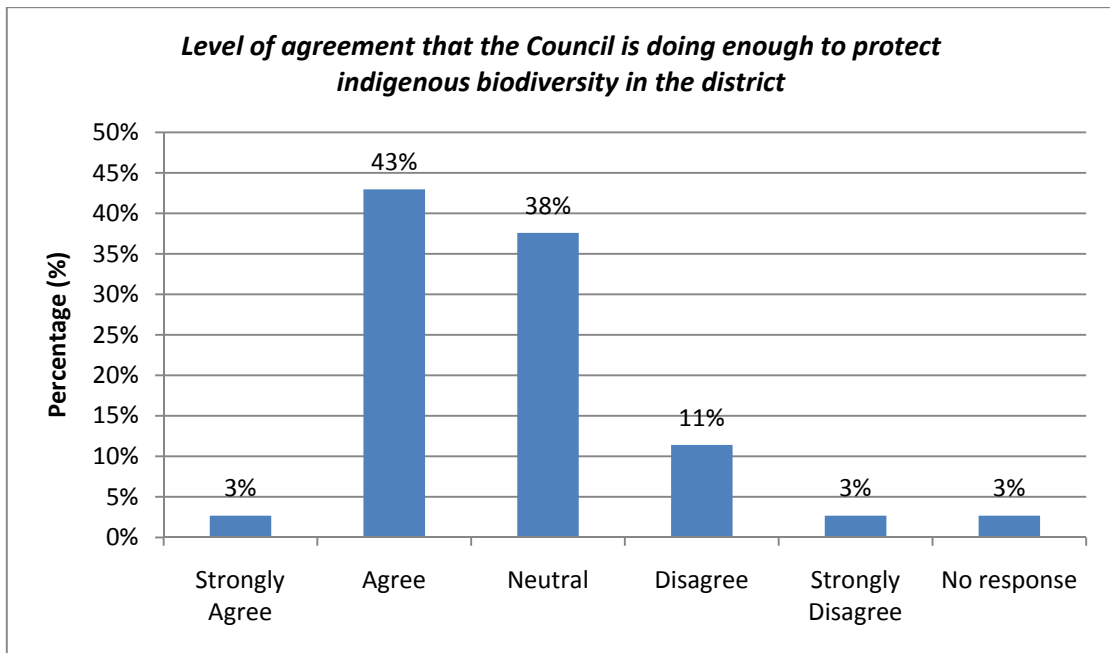
Those households who held a neutral or no view made comments relating to lack of knowledge as to what measures the Council has taken to protect landscapes.

Overall households were generally happy with the measures the Council has taken to protect outstanding landscapes in the district.

QUESTION 11: The Council has rules in its District Plan to protect indigenous biodiversity, which are required by law. Do you agree that the Council is doing enough to protect indigenous biodiversity in the district?

What is Indigenous Biodiversity?

Indigenous biodiversity refers to the variety of all living things that are found naturally in New Zealand. This type of biodiversity is important because it survives and thrives only in our climate, physical environment and landscapes.



RESULTS

Over 45% of households agreed or strongly agreed that the Council is doing enough to protect indigenous biodiversity in the district through the rules in the District Plan. Many households made comments that it is not the responsibility of Council to enforce protection of biodiversity; rather it should be left up to individual land owners. Other households made comments about how the Council has been successful to date in increasing the number of areas being protected, the need to enforce District Plan provisions and the requirement to liaise with landowners. Many households mentioned specific examples of local projects that the Council has contributed to through support or monetary incentives such as the Hurunui Water Plan.

Of the 14% of households who disagreed or strongly disagreed that the Council is doing enough to protect biodiversity, the majority considered that more could be done particularly around pest and weed control. Many made comments about fencing of streams and rivers, and more generally raised concerns about the environmental effects of dairy farming.

Again, as was the case for questions 8-10, many households were unaware of the Council's efforts or role in protecting indigenous biodiversity and as such 41% of all households held a neutral or no view on the issue.

Overall, many of the comments made related to Regional Council functions such as run-off, water quality etc., however a large portion of households thought that more could be done to protect indigenous biodiversity in the district.

CONCLUSION

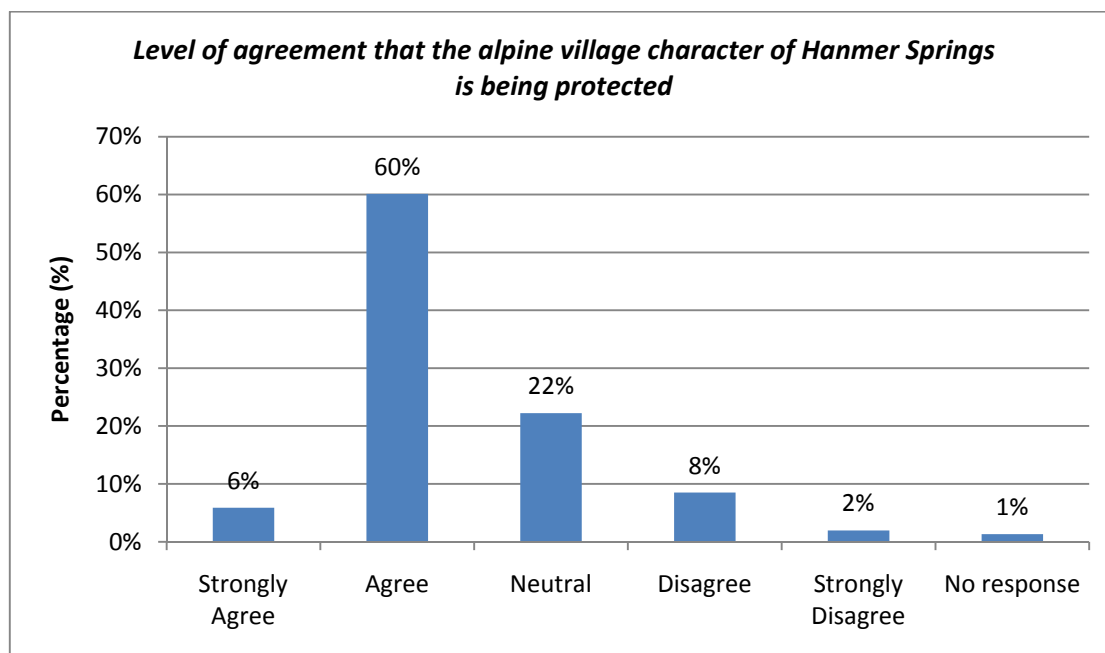
Overall, the majority of the community agrees that the Council is doing enough to protect various resources within the district through the rules in the District Plan. However, it is also evident from the survey responses that many people are not aware of particular issues or the mechanisms such as the District Plan that the Council has in place to protect the environment and people.

This factor reinforces the need for thorough community consultation throughout the District Plan review process in order to engage and inform the community on a wide variety of issues.

PART 3 NEW OR EMERGING ISSUES AND OPPORTUNITIES WITHIN THE DISTRICT

The third section aimed to foresee some of the new or emerging issues and opportunities, and sought to gain an understanding on the direction that the community wants to take in relation to these.

QUESTION 12: The alpine village character of Hanmer Springs is being protected.

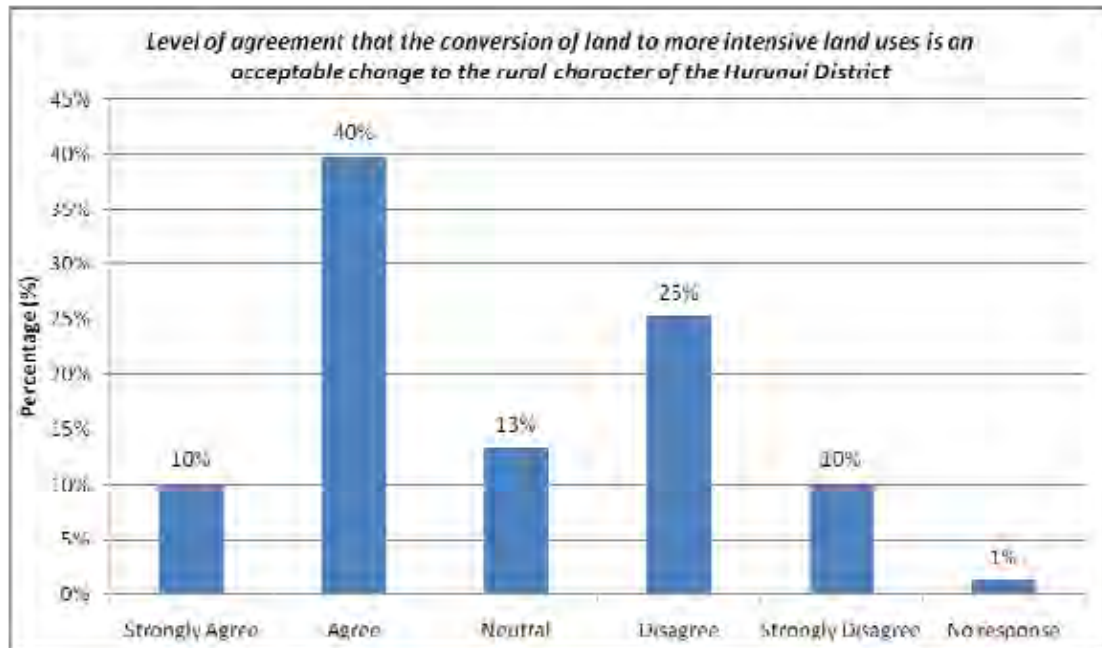


Sixty-six per cent of households indicated that they agreed or strongly agreed that the alpine village character of Hanmer Springs was being protected. Many comments however placed a caveat on their response relating to concerns that restrictions need to remain, or that new dwellings have recently not been in character (allowing the use of brick). Other comments made suggested that the restrictions are too extreme and conservative.

Ten percent of households disagreed or strongly disagreed that the alpine village character of Hanmer Springs was being protected. Comments related to the diverse appearance of the township, deviation from the alpine character through resource consent process (particularly through the use of brick), commercialisation of the area, section sizes are either too small (apartment living), or too large (rural lifestyle).

The remaining 23% of households held a neutral or no view on whether the alpine village character of Hanmer Springs was being protected, with some stating that the new development does not appear “alpine” in character.

QUESTION 13: Conversion of land to more intensive uses (e.g. dairying and viticulture) is an acceptable change to the rural character of the Hurunui District.



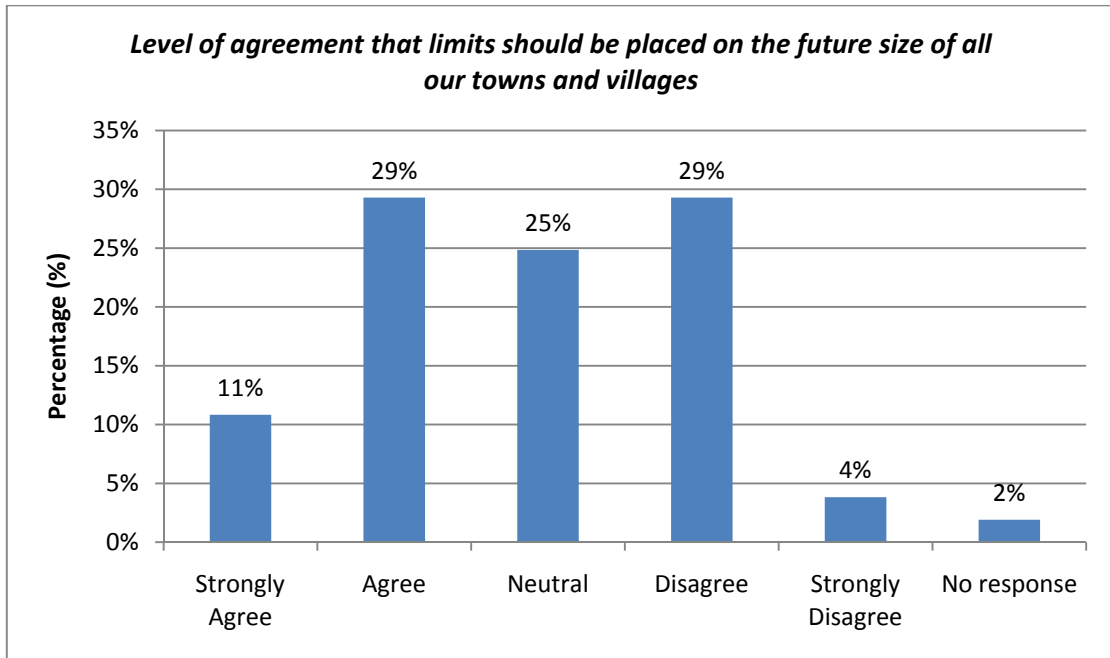
Fifty per cent of households agreed or strongly agreed that conversion of land to more intensive uses such as dairying or viticulture was an acceptable change to the rural character of the district. However, comments received placed strong caveats around this support, especially in relation to dairying. Effects associated with environmental protection of land and waterways, reverse sensitivity effects, and ensuring best industry practices are followed were all matters raised by respondents. Those in support gave reasons such as the perceived economic necessity of intensification, including an increase in employment for the district.

Those that disagreed or strongly disagreed with intensified land uses (35% of households), again raised similar matters to those that were in support. These particularly related to potential detrimental effects on the environment, especially concerning pollution of waterways. Many perceived the region as not being suitable for dairying with too many conversions taking place. A number of households were concerned with the visually offensive irrigation systems, reverse sensitivity effects and negative and unsustainable dairying practices. One household suggested that dairy farmers should be required to submit a nitrate control plan to mitigate some of the negative effects.

The remainder of households (14%) held a neutral or no view on intensive land use making comments similar to those above. Many were of the view that dairying was acceptable so long as strict controls were in place to manage the effects and striking a balance. Again, concern about waterways was raised.

Overall, the comments received by households indicated that there was greater concern over the potential effects from intensification of land through dairying practices than viticulture. Whether in support of intensification or in opposition, most households were of the view that dairying needed to be controlled and the effects on the environment minimised.

QUESTION 14: Limits should be placed on the future size of all our towns and villages.

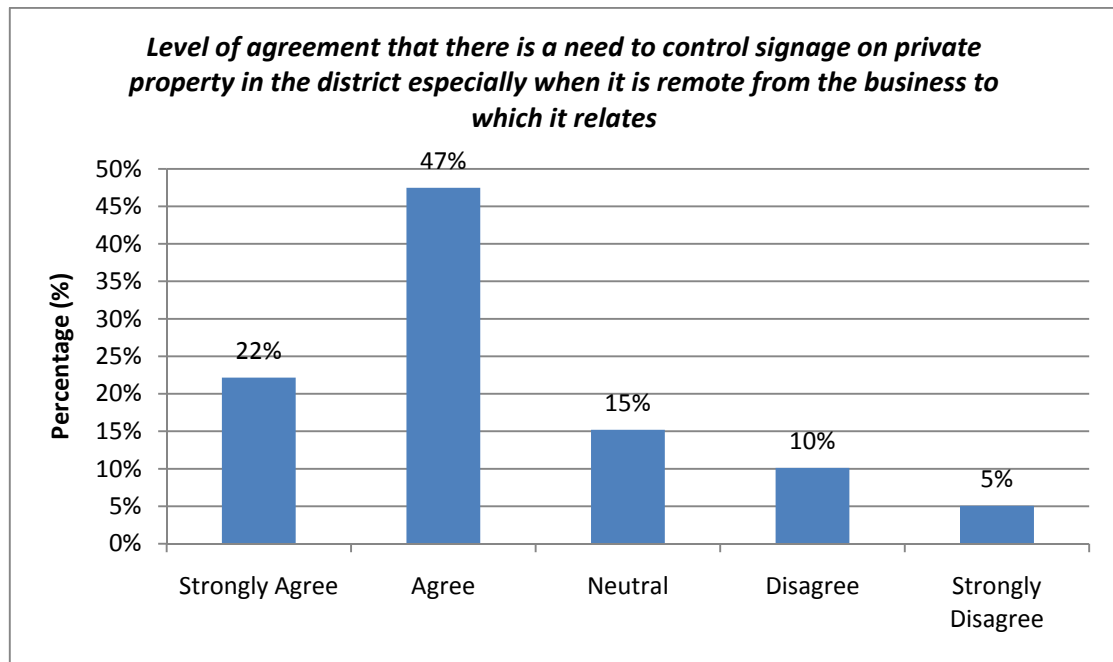


Forty per cent of households were of the opinion that limits should be placed on the future size of the district's towns and villages. Again, support was often conditional when analysing comments with many stating they were in support so long as there was adequate infrastructure provision and that village/country life was retained. Most who supported limiting the size were of the opinion that growth should be controlled.

Conversely, 33% of households disagreed or strongly disagreed that limits should be placed on the future size of towns and villages within the district. Many made a connection between growth and economic development and thought that growth should be controlled but allowed. A number of households were of the opinion that towns and villages should be allowed to grow and expand as population demand dictates while limiting lifestyle blocks and subdivision of the rural area.

Again, those that held a neutral position raised similar issues relating to infrastructure provision, population dictating demand, less lifestyle blocks and managing development.

QUESTION 15: There is a need to control signage on private property in the district especially when it is remote from the business to which it relates e.g. on a property approaching a town advertising a business in the town.

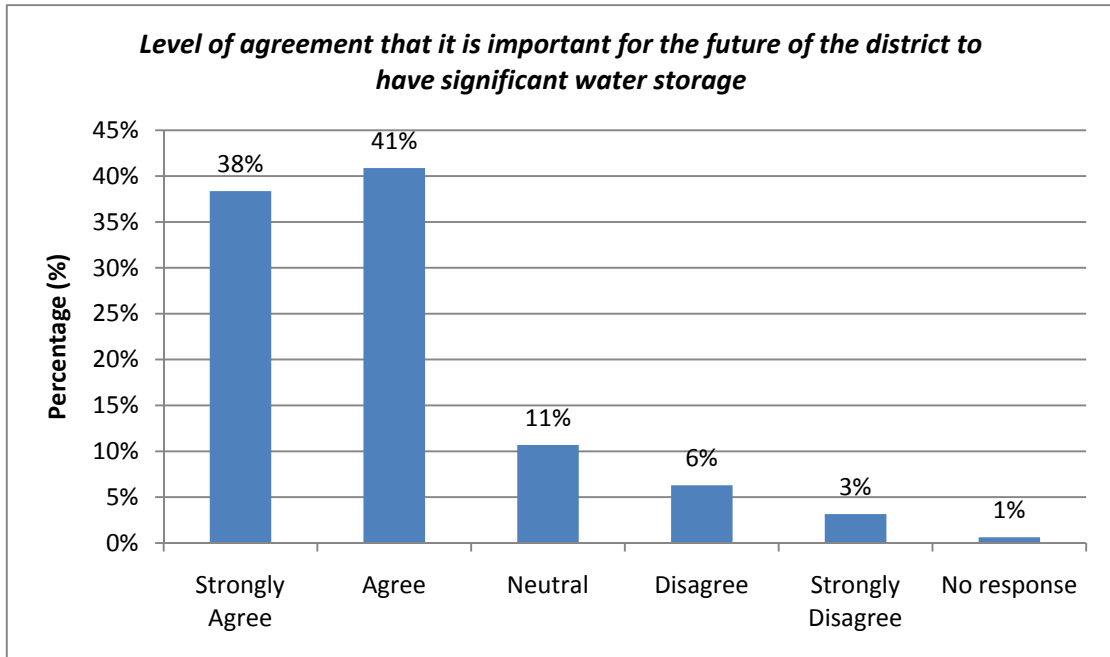


An overwhelming majority of households (70%) agreed or strongly agreed that signage should be controlled within the district. Reasons given predominantly related to amenity values with many referring to signs as 'visual pollution'. A number of other households identified signage as being a driving distraction and supported signs being contained on the property to which the business relates. Other comments suggested restricting signage to urban areas with a strong emphasis on controlling signage rather than having an outright ban.

Of those that disagreed or strongly disagreed (15%), comments related to the role signage has in promoting rural business development. Those that disagreed suggested that the size and frequency of signage be controlled but again not banned. A few made comments about the rules being too restrictive and that if it's located on private property it should be permitted.

Again, 15% of respondents held a neutral perspective and made comments in relation to control not prohibition, that control should be based on safety and that appropriate signage should be assessed on a case-by-case basis. One household mentioned that the status quo works.

QUESTION 16: It is important for the future of the district to have significant water storage e.g. a large reservoir to provide for multiple users of the water resource.



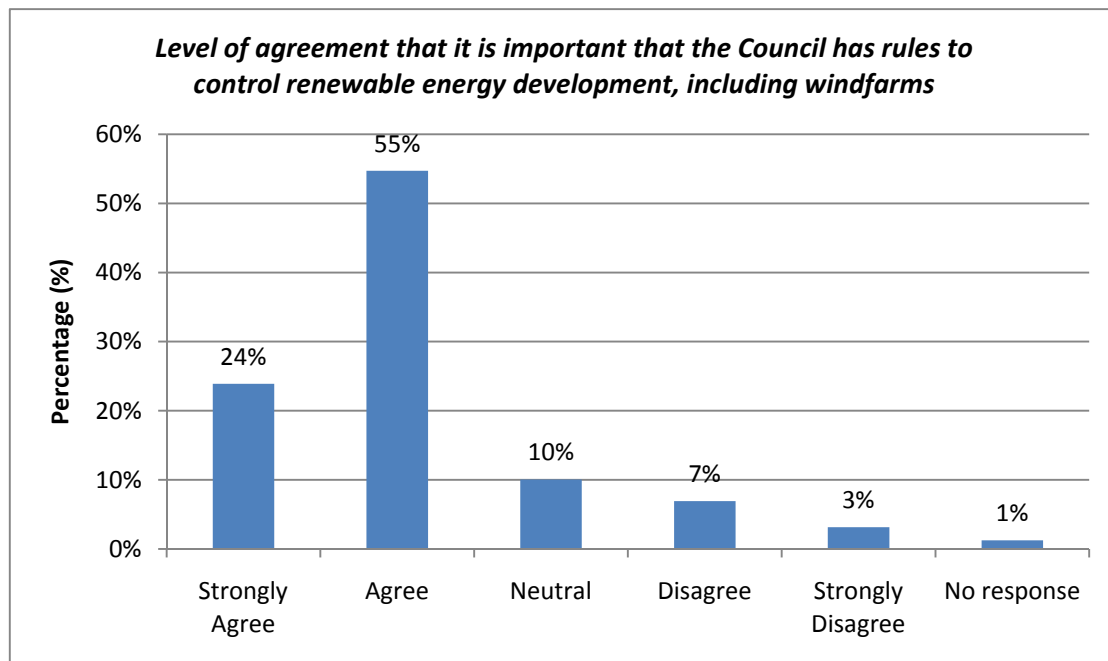
Almost 80% of household respondents agreed or strongly agreed that significant water storage was important for the future of the district in order to provide for multiple users. The reasons given for this overwhelming support related to the importance for the growth and development of the district and the importance of providing for mixed users. Many agreed on a conditional basis, supporting so long as the existing water quality was not adversely affected and the most appropriate location was identified. Others were of agreement so long as water was provided at an affordable price or high users of the resource pay. Others mentioned they were in support of off-site storage so long as this did not mean the construction of a dam.

For those households that opposed significant water storage (9%), comments identified issues relating to the unacceptable provision of water for dairying or other intensive land uses, and raised concerns about the degradation of water quality. Others were of the view that the district should change its demand not the resource or increase the efficient use of the existing supply.

The households which held a neutral view made comments relating to having a concern for the security of supply and associated effects.

No matter what overall view households had, all categories of respondents made comments that water storage (particularly on farm) should be the responsibility of the individual.

QUESTION 17: It is important that the Council has rules to control renewable energy development (energy that comes from natural sources), including wind farms.



Overall, the majority of households were in support of renewable energy generation, particularly wind farms, provided the Council has adequate controls in place to protect people and the environment from any adverse effects. Most households recognised that renewable energy development such as wind farms was necessary however emphasised the importance of any development being appropriately located, due to visual effects, acoustic disturbance, and reverse sensitivity. The cost of such developments was also a concern raised.

Alternatively, some households were of the opinion that the Council shouldn't play a role in controlling renewable energy development, rather that they should encourage it through allowing as a permitted activity. Other households were of the view that individual renewable energy generation should be encouraged by the Council or that people should concentrate on using less energy.

ADDITIONAL COMMENTS

Most of the additional comments made by households reinforced or expanded on the comments made under the previous questions. Some of the responses related to service provision, specifically mentioning elderly care facilities and the state of the district's roads.

Other comments related to the governance of the district and the amount of bureaucracy and the number of rules and regulations on various matters. The need for an increase in the amount of land zoned for industrial purposes in Amberley was cited a number of times.

PART 4 DEMOGRAPHIC INFORMATION

This part of the survey asked households information about their demographic make-up. The following table provides some information about respondents:

QUESTION 18: How many years have you lived in the Hurunui District?

Years in the District					
Ward	>1	1-5	6-10	11-20	20+
Amuri/Hurunui	4%	4%	17%	17%	57%
Hanmer Springs	2%	23%	19%	25%	32%
Amberley	6%	20%	12%	27%	35%
Glenmark	0%	21%	7%	21%	50%
Cheviot	5%	19%	24%	14%	38%
Total	4%	19%	16%	23%	39%

Overall, almost 40% of respondents have lived in the district for over 20 years. Less than 5% of households have been in the district less than one year, with a relatively even proportion of households having been in the district for between 1 and 20 years (19 years on average).

QUESTION 19: How many years have you lived at your present address?

Years at present address					
Ward	>1	1-5	6-10	11-20	20+
Amuri/Hurunui	4%	13%	22%	30%	30%
Hanmer Springs	6%	36%	30%	21%	8%
Amberley	4%	43%	17%	28%	7%
Glenmark	7%	21%	21%	7%	43%
Cheviot	5%	43%	19%	19%	14%
Total	5%	34%	23%	23%	15%

Compared to Question 18 the results from this question indicate that a large majority of households have moved during the years they have lived within the district. Only 15% of households have lived at their present address for more than 20 years, compared with 39% who have been resident in the district for over 20 years. Households within the Amberley and Hanmer Springs wards have lived at their present address the least amount of time (7% and 8% over 20 years respectively), reflecting the amount of growth that has occurred within these towns over the last 20 years. Almost 40% of households have lived at their present address for less than 5 years.

QUESTION 20: Do you live in a town or a rural area within the Hurunui District?

Area where households live		
Ward	Rural	Town
Amuri/Hurunui	55%	45%
Hanmer Springs	23%	77%
Amberley	49%	51%
Glenmark	93%	7%
Cheviot	48%	52%
Total	45%	55%

Overall, there was a relatively even split between respondents who live in a rural area compared to those who live in a town (45% compared to 55% respectively). In terms of the breakdown between wards, a significantly higher proportion of households within the Hanmer Springs Ward live in the town (77%) compared to other wards.

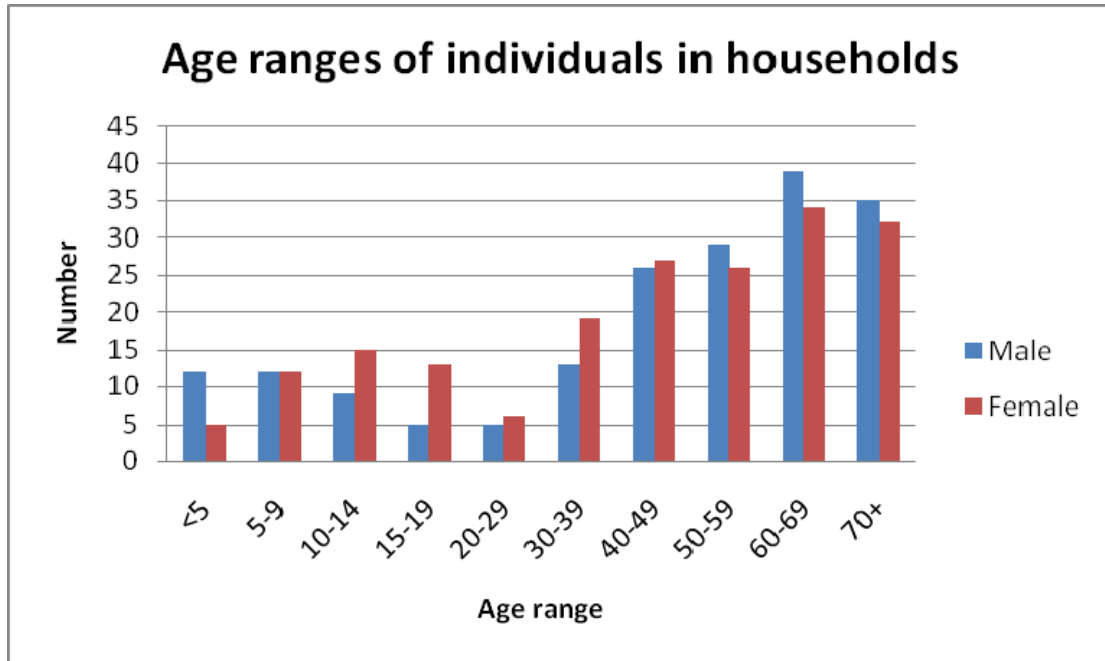
Please note that due to the low response rate in most wards, the statistical validity of analysing data at a ward level is limited.

QUESTION 21: How many people usually live in your household?

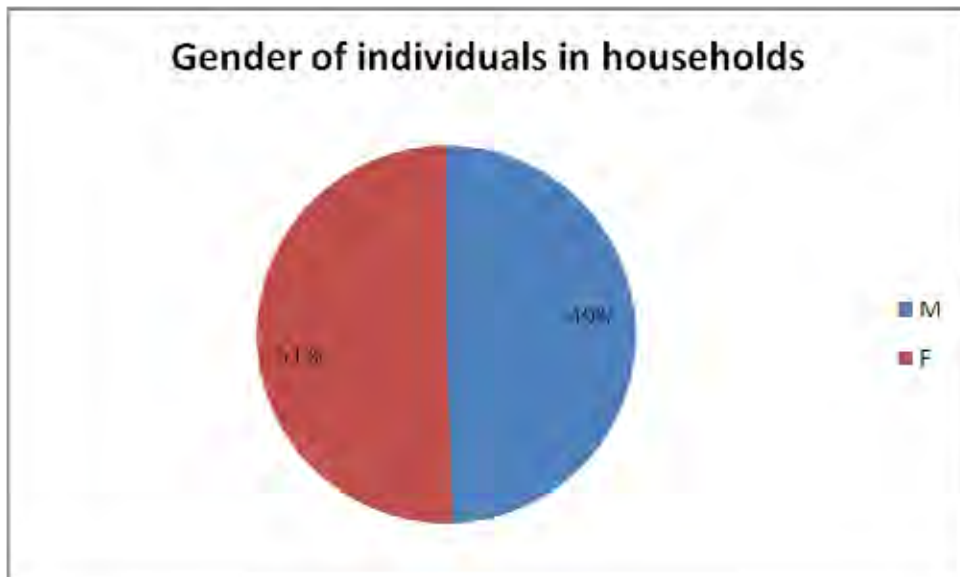
Household size					
Ward	1	2	3	4	5+
Amuri/Hurunui	23%	45%	5%	14%	14%
Hanmer Springs	26%	48%	10%	16%	0%
Amberley	15%	48%	17%	13%	8%
Glenmark	20%	50%	0%	10%	20%
Cheviot	40%	45%	5%	5%	5%
Total	23%	47%	10%	13%	7%

The majority of households who responded to the survey had one or two people living in them.

QUESTION22: Please indicate the age and gender for each of the people who usually live in your household



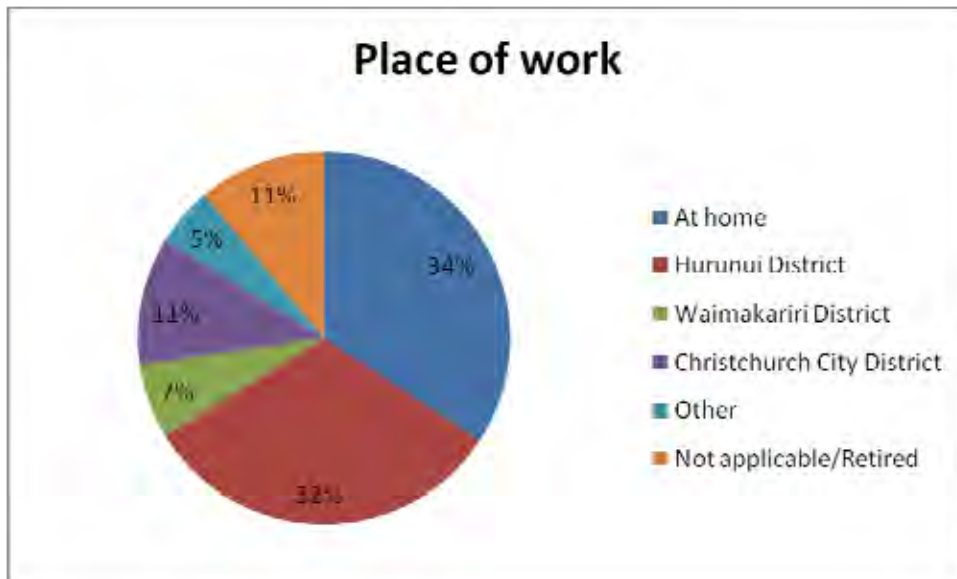
The above graph shows the age ranges represented in respondent households and also breaks this down by gender. The largest group are males 60 to 69 years with a total of 39. The smallest groups are females under 5 years, males 15 to 19 years and males 20-29 years, each with a total of 5. Two thirds of respondents represented are over the age of 40 and 37% are over the age of 60



Overall, the gender of respondents represented is almost evenly split with 185 individuals being male and 189 individuals being female.

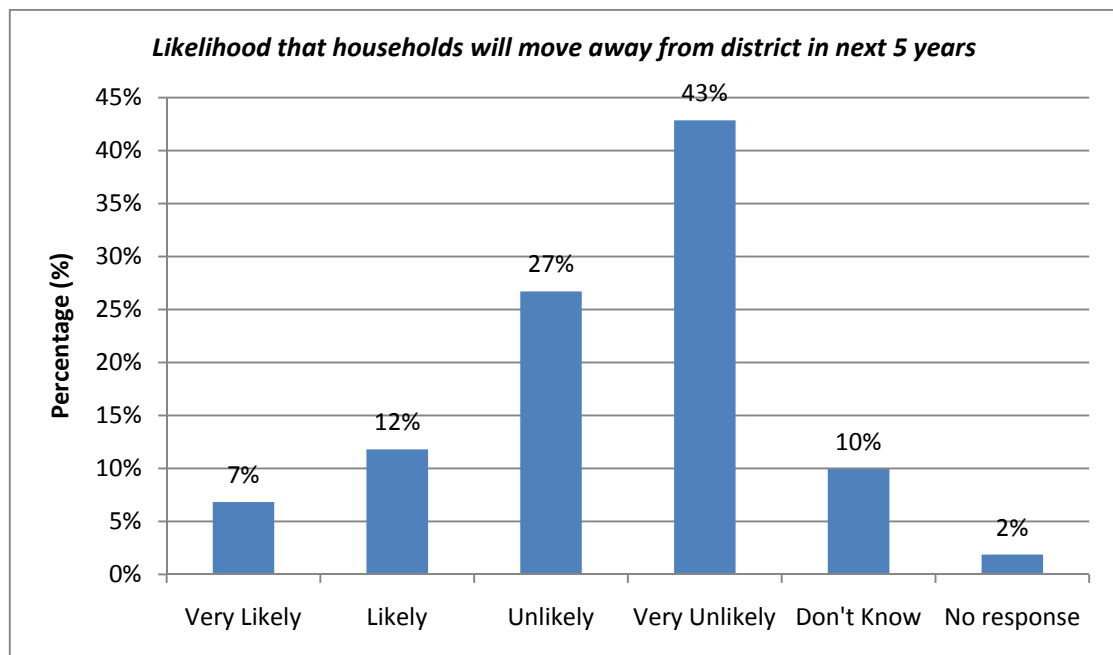
It cannot be accurately concluded that the results of this survey would necessarily represent the views of all people in the every household, as the survey was generally filled out by one person on behalf of the household.

QUESTION 23: Please indicate the places where members of your household work.



It is difficult to draw conclusions from the results of this question as it did not specify that 'work' is paid employment. The option of 'Not applicable/Retired' was not offered as a tick box and these results were extracted from written comments. Therefore, it is possible that a number of respondents have ticked 'at home' when they are either retired or not in paid employment. For this reason it cannot be concluded that a home based occupation/business is the dominant form of employment in the District. However, 32% of respondents work within the Hurunui District. Eleven percent work in Christchurch City and 7% work in the Waimakariri District. The results show that the majority of those that are working, work in the Hurunui District.

QUESTION 24: Many people in New Zealand move house quite frequently. How likely is it that you will move away from the Hurunui District in the next 5 years?



The large majority of households indicated that they would be unlikely or very unlikely to move from the district in the next five years (70%), as opposed to 19% who indicated that they were very likely or likely to leave.

The reasons households stated for wanting to stay in the district included family ties, the lifestyle, rural environment and being happy. Many mentioned that they are unlikely to leave due to farming commitments or other employment opportunities.

A few households made comments about wanting to retire in the district however the majority of those that indicated they were likely or very likely to move away gave reasons associated with health and mobility and the lack of facilities available to them. Other reasons for leaving the district included the lack of services and entertainment facilities, the district's isolation, and the lack of employment opportunities. Others wanted to be closer to family in other places.

APPENDICES

Appendix 1 – Issues Survey 2011



HURUNUI
District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy

SUBJECT: District Plan Review Strategy: Stage 2 – Topic Streams

REPORT BY: Senior Policy Planner

Rachel McClung J - Batchelor

Signature:

Author

Rachel McClung

Manager

Judith Batchelor

Summary Report

A strategy for the District Plan review was adopted by the Strategy and Policy Committee on 12 May 2011. The strategy identified a number of scoping projects required in order to gather relevant and necessary information to inform the review. An update of the progress and conclusions of Stage 1 – Scoping of the review was provided to the Committee on 10 November 2011. The outcomes of the Issues survey are being reported to this committee today in a separate report. This report provides an updated overview of the District Plan review and suggests topic streams for Stage 2 of the review, as well as discussing elected member involvement in the review going forward.

Recommendation:

THE STRATEGY AND POLICY COMMITTEE DIRECT COUNCIL OFFICERS TO BEGIN WORK ON STAGE 2 – TOPIC STREAMS OF THE DISTRICT PLAN REVIEW, BASED ON THE TOPICS LISTED IN THIS REPORT AND THE OVERVIEW IN APPENDIX 1.

BEFORE ANY PUBLIC CONSULTATION OCCURS, ON ANY OF THE TOPIC STREAMS, THE MATTERS TO BE CONSULTED ON ARE BROUGHT TO THE STRATEGY AND POLICY COMMITTEE FOR APPROVAL.

BACKGROUND

A strategy for the District Plan review was adopted by the Strategy and Policy Committee on 12 May 2011. The strategy identified a number of scoping projects required in order to gather relevant and necessary information to inform the review. This will ensure that the proposed District Plan will be up to date and address relevant matters in order to give effect to national and regional policy direction, as well as aspirations of the Hurunui community.

An update of the progress and conclusions of Stage 1 – Scoping of the District Plan review was provided to the Committee on 10 November 2011. The outcomes of the Issues Survey are being reported to this committee today in a separate report.

The work carried out in stage one was to research and analyse the operative District Plan in terms of the Resource Management Act requirements to:

- Appropriately give effect to national and regional policy;
- Have regard to regional and neighbouring TA plans;
- Have regard to HDC policies and strategies within other documents;
- Monitoring District Plan effectiveness;
- Consistency with the NZHPT heritage register;
- Consistency with fisheries regulations, to the extent it impacts on resource management issues of the district; and
- To understand which rules of the District Plan have most commonly triggered resource consent and analyse the threshold of the rules.

The RMA does not require the completion of the following projects, but they were carried out as they provide a solid foundation on which to review the District Plan:

- Identification of all plan variations and changes since 25 September 1995;
- Identification of the rationale for each issue statement in the operative District Plan; and
- The preparation, circulation and analyse of a resident's issues survey to better understand the resource management issues perceived by Hurunui residents.

Timeline

Please refer to the updated Hurunui District Plan Review – overview diagram in APPENDIX A. As can be seen from the flow diagram, a considerable amount of work has been completed and we are now at the stage of moving into specific topic streams. The diagram illustrates the general process from here.

Stage 2 – Topic Streams

The below table contains topics have been pulled from the conclusions of the Stage 1 (scoping) projects and tested through a District Plan Review Team brainstorm session. The purpose of the table is to identify topics for Stage 2 (topic streams) of the District Plan review. Technical reports may be required to inform some topic streams.

Where possible the 'topic streams' will be grouped based on the current structure of the management code section (issues, objectives and policies) of the operative District Plan. This approach will clearly relate review work to the operative District Plan.

Also, in carrying out the Stage 1 work, it has become obvious that the Hurunui Council does not have to resource to carry out a 'bells and whistles' review. In progressing the review, Council Officers are very mindful of the limited budget and small internal team. However, as this is a second generation review, there is no need to 'reinvent the wheel'. The sensible approach to Stage 2 of the review is to simply do what is required by national and regional policy direction, community feedback and tidy up the areas we know need attention. Consultants will be required to assist with the heavy workload that is ahead, but will be used as sparingly as possible.

As the topic streams develop, consideration will be given to the operative District Plan framework and how it will work or not. The work done on each topic stream will inform the section 32 report for that section of the proposed plan.

Recommended topic streams:

Topic Stream	Reason
In depth	
<u>Land and Soil Resources</u> Plantation Forestry Rural Subdivision – cluster housing and Transferable development rights	National Environmental Standard (NES), Zone Implementation Programme (ZIP), Fire Prevention Bylaw 2008 District Plan effectiveness and Council direction
<u>Significant natural resources</u> biodiversity offsets and priorities for protection SNA review	Canterbury Regional Policy Statement (CRPS), Significant Natural Area (SNA) review, biodiversity strategies and proposed National Policy Statement (NPS)
<u>Environmental Pollution</u> Rural production - intensification	ZIP, Hurunui Waiiau Regional Plan and issues survey
<u>Water resources</u> Freshwater management	NPS, , Water Supply bylaw
<u>Kaitiakitanga and Principles of the Treaty of Waitangi</u> Maori resource management values – papakāinga housing, cultural landscapes	CRPS

<u>Energy production and use</u> Renewable electricity generation	NPS and issues survey results
<u>Infrastructure and development</u> Electricity transmission Telecommunications facilities	NPS and NES NES requires specific provisions
<u>Waste Management</u> Waste minimisation	CRPS, Waste Minimisation and Management Act 2008
<u>Natural hazards</u> Coastal erosion, sea water inundation, Floodable areas “high Hazard areas”, fault lines, liquefaction.	New Zealand Coastal Policy Statement (NZCPS), CRPS
<u>Hazardous Substances</u> Hazardous waste Contaminants in Soil	CRPS and NES
<u>The Coastal Environment</u> Coastal Environment Management Area line	NZCPS and CRPS
High level	
<u>Important Landscapes</u>	CRPS
<u>Heritage resources</u> Historic heritage, geological features, notable trees and heritage features	RMA and District Plan effectiveness
<u>Environmental Amenity</u> – Dog kennels/catteries Signage Temporary activities Paintball	District Plan effectiveness and issues survey results
<u>Urban Areas</u> Urban boundaries for: Scargill? Domett? Hurunui Village? Holiday homes Hanmer design standards - review strength of objectives, policies and	District Plan effectiveness District Plan effectiveness Community aspiration District Plan effectiveness

activity status Mt Lyford – fire hazard?	District Plan effectiveness
<u>Infrastructure and development</u> Transport provisions Designations	District Plan effectiveness Resource Management Act (RMA)
<u>Access to resources of significant value</u> Esplanade reserves and strips	District Plan effectiveness

Elected member involvement moving forward

This Committee resolved on 12 May 2011 that they are to have a high degree of involvement in the review process to enable greater understanding and a more robust District Plan. Therefore it was decided that a more than minimal approach to elected member involvement is required. A minimal approach to elected member involvement would include only three significant opportunities to participate in the District Plan review process:

1. Approval of a draft District Plan for consultation with affected and statutory parties;
2. Approval of the formal notification of a proposed District Plan; and
3. The decision on whether to accept the hearing panels recommended decisions.

The final stage of making the District Plan operative after the appeal period is largely a procedural exercise with minimum scope for discussion and change.

The preferred approach decided on by elected member in May 2011 included the above and:

- Involvement in workshops on key issues prior to development of any public consultation document;
- Approval of any public consultation document prior to circulation; and
- Report backs on results of consultation prior to development of proposed district plan provisions.

Councillors considered that there are benefits in having a greater involvement including greater understanding and buy-in to the finished product, as well as a robust District Plan that benefits from multiple viewpoints.

Council Officers were aware of the heavy workload carried by elected members over the last few months due to the Long Term Plan process. Accordingly, reports relating to the District Plan review were held off due to this. However, in Stage 2 of the review process, the Strategy and Policy Committee can expect a higher volume of reports and workshops relating to the recommended topic streams. Officer reports will be focused and in a familiar format. Workshops will cover multiple topic streams where possible and also be focused.

OPTIONS CONSIDERED

Do Nothing (not recommended)

This is not recommended. It is a statutory requirement for the Council to review the District Plan every 10 years. Furthermore, considerable work has already been completed to date.

1st Option – Direct Council Officers to begin work on Stage 2 of the District Plan review

This is the recommended option. Continuing the work on the District Plan review meets the Council's statutory obligations.

POLICY AND PLAN CONSIDERATIONS

The District Plan was made operative in August 2003 and the review must be commenced within ten years. Identification of issues and assessment of alternative, costs and benefits, and the efficiency and effectiveness of proposed options is a statutory requirement. This is most efficiently managed by identifying 'topic streams' to group like issues and make the best use of Council Officers and Councillors time. Consultation is also a legal requirement as part of the review process.

SIGNIFICANCE

The recommendation is not deemed significant.

MĀORI IMPLICATIONS

There are no implications for Maori at this point. However, engagement with tangata whenua will be required in Stage 2, in particular on the matters of papakāinga housing and cultural landscapes.

FINANCIAL CONSIDERATIONS

The District Plan review is provided for within the Annual Plan and can be carried out within budget. The Council will be alerted to any anticipated budget overruns.

LEGAL CONSIDERATIONS

There is a legal requirement pursuant to Section 79 of the Resource Management Act 1991 (RMA) to undertake a review of the District Plan by the time that it has been operative for 10 years. The legal requirements for undertaking a review and proposing a new District Plan are set out in the RMA and will be followed.

CONCLUSION

After considering all issues, options and the known views of those affected, as well as giving consideration to the level of significance and the legal and financial implications, the recommendation of this report is that:

THE STRATEGY AND POLICY COMMITTEE DIRECT COUNCIL OFFICERS TO BEGIN WORK ON STAGE 2 – TOPIC STREAMS OF THE DISTRICT PLAN REVIEW, BASED ON THE TOPICS LISTED IN THIS REPORT AND THE OVERVIEW IN APPENDIX 1.

BEFORE ANY PUBLIC CONSULTATION OCCURS, ON ANY OF THE TOPIC STREAMS, THE MATTERS TO BE CONSULTED ON ARE BROUGHT TO THE STRATEGY AND POLICY COMMITTEE FOR APPROVAL.

APPENDIX A – HURUNUI DISTRICT PLAN REVIEW – OVERVIEW, UPDATED MARCH 2012

Hurunui District Plan Review - Overview

Updated March 2012

Stage 1 – Scoping (finding the gaps)

1. Communication Strategy - branding
2. Review of external policy documents
3. Residents 'issues' survey
4. Reports to ward committees / community board
5. Letter to key parties
6. Review of internal (HDC) policy documents
7. Identify the rationale for the position adopted for the measures currently in the Plan
8. Identify any changes that have been made to the Plan either under variation, reference or change since notification on 25 September 1995 and the reasons for this/these.
9. Check the Anticipated Environmental Results (AER's) stated in the Plan and determine whether these are still appropriate, to establish whether any monitoring needs to be undertaken before work proceeds and/or if the AER's should be retained with respect to this matter.
10. Identify what research and/or monitoring has been undertaken that is relevant to the matter under review and the implications for the current measures in the plan
11. Identify key consents that have triggered the provisions relating to the matter under review, i.e. if a discretionary activity, what controls if any have been attached to any consents granted and if non-complying under what circumstances, if any, has consent been granted.
12. Prepare policy planners manual including; drafting guidelines, DP structure template, monitoring strategy, template reports etc.
13. Identify the changes, if any, that will be made to the Plan layout/template

Outcomes:

Taking into account the priority of each resource management issue as suggested by community and elected member feedback, national and regional policy direction, comparison with national and international best practice, and the impact of recent plan changes;

1. Establish which **sections** of the Plan are likely to **undergo extensive change**
2. Establish which **sections** are likely to be re-notified with **minimal changes**
3. Identify the most **appropriate time** for the review of each section in relation to the level of certainty associated with external documents

Briefings to Strategy and Policy Committee

March
2012

Stage 2 – Topic Streams (filling the gaps)

The following steps would be followed for each identified topic stream

1. Establish Resource Management **Issue** in Hurunui context and District Plan **options** to address it in the form 'discussion documents'/reports to Strategy and Policy Committee.
2. **Workshop** discussion documents for topic streams that require extensive change to the District Plan
3. Statutory/interested party **consultation**
4. Progress **report** to Strategy and Policy committee
5. Prepare **s32 analysis** and draft **plan provisions**
6. **Peer review**
7. Undertake **1st schedule consultation**
8. **Insert** in draft proposed District Plan for legal review and approval of Council



Stage 3 - Legal Review

1. **Legal review** of draft proposed District Plan
2. **Agree amendments**, if any, with Senior Policy Planner and Environmental Services Manager.
3. **Update** to Strategy and Policy Committee to seek approval of legal amendments



Stage 4 - Statutory Notification

1. **Report** to Strategy and Policy Committee for approval to notify proposed District Plan
2. Undertake **administration** associated with notification of full District Plan Review, submissions and further submissions and organise hearings.
3. Officer's recommendations to hearings panel (**s42A report**) on submissions and further submissions.
4. **Decisions**
5. **Appeal Period**

08



HURUNUI

District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy & Policy Committee

SUBJECT: Biodiversity Update

REPORT BY: Biodiversity Advisor

A handwritten signature in black ink, appearing to read "Neville Parminter". The script is cursive and somewhat stylized.

Signature: Neville Parminter

A handwritten signature in black ink, appearing to read "J. Batchelor". The script is cursive and somewhat stylized.

Manager Judith Batchelor

Summary Report

This report provides an update on the activity of the Biodiversity Field Advisor from 5 December 2011 to the end of February 2012

Recommendation

THAT THE INFORMATION BE RECEIVED.

BACKGROUND

The Council's part-time Biodiversity Advisor commenced work on 5 December 2011 and this report outlines the initiatives undertaken between December 2011 and the end of February 2012.

Between the 5th and 23rd December 2011 I undertook the following:

- I organised a series of meetings with Environment Canterbury, The Royal Forest and Bird Protection Society, Department of Conservation, QEII Trust representative, Amberley Coast Care Group, Weed Busters Group Hanmer Springs and Steve Wratten Lincoln University to establish working relationships.
- I sent out an introductory letter to community groups, external organisations and schools in the Hurunui area.

From January the 9th to the end of February 2012 I have undertaken the following:

Landowner/Community Engagement

Education/School Support

I am working with Amuri Area School to develop a wetland management program for the wetland adjacent to the school as well as working with the teachers in developing education programs based on this wetland.

I have commenced working with Wairkari School to plant a gully next to the Volunteer Fire Brigade, this will require determining land ownership of the site, gaining their permission to restore the site as well as the sourcing of funds to carry out the project.

In May/June this year I will be assisting Environment Canterbury with a school planting in the Mimimoto lagoon area.

Falcon Survey

I developed a falcon survey with the overall aim being to make the community aware of the special wildlife found in the Hurunui area; this will lead to other programs of this type being developed. The other aim is to determine where and in what concentrations the Eastern Falcon is found in the Hurunui District. The information will be entered into the New Zealand Biodiversity Recording Network (NZBRN) as well as with the Native Birds Taranaki & NZ Falcon organisation.

Hanmer Springs Weedbusters Group

I have been providing assistance in the running of this group and have further meetings planned to assist with its continued operations.

Landowner Assistance

Mimimoto Lagoon

Mimimoto Lagoon is situated on the Amberley Beach Road and is an example of a wetland found in the coastal area of Hurunui. The wetland is on private land owned by Ross Harper who very enthusiastic about protecting the area and is under QEII consideration. It is part of the Immediate Steps Programme and a school planting will be held at the wetland in May/June this year in conjunction with Environment Canterbury.

I attended a meeting with Jean-Marie Tompkins from Environment Canterbury, Jamie McFadden from Hurunui Natives Nursery and Ross Harper in which we inspected the site and discussed the future protection of the area. The land adjoining this site is owned by the Council on which the Amberley sewerage treatment ponds are located. I will be investigating the opportunities of extending the wetland area into this area.

Advocacy

I have undertaken the following advocacy in the Hurunui area:

- I have organised for three A&P field days at Amrui, Cheviot and Hawarden to be held in the Hurunui area in March.
- Displays have been set up in Hurunui Council libraries about the falcon survey.
- The writing of information/fact sheets that will be put onto the Hurunui District Council website (the staff have been receiving these in the first week of the month).

I have contacted all the groups in the Hurunui area introducing myself, however due to the Christmas/New Year holiday period there has been a slow response to the letters that I have sent out.

Significant Natural Areas Program

In light of previous issues associated with the SNA, it was decided to create a trial group to develop procedures in which to carry out the SNA process. This project was commenced in August 2011 after the Council gave permission for the trial group to be developed. This was done by the previous Biodiversity Field Advisor and after feedback from the Councillors an initial trial group 20 properties were identified and letters were sent.

The Council received the following responses;

- 7 respondents failed to respond to the introductory letter
- 7 awaiting reply's to revised maps
- 6 completed

When I commenced working in this position 2 inspections had been completed. I contacted the remaining respondents by phone and organised a time for an onsite inspection to take place.

This involved the following procedure;

- discussing with the farmer the SNA process emphasising the following;
 - that it is a voluntary process and thanking them for participating,
 - that no way was I going to tell the farmer what to do rather I wanted to work with them
 - wanting to create a working partnership between them and the Council.

We would then inspect the sites looking at their composition and discuss various options for their protection. In some cases where there were issues with a boundary of an SNA, it was discussed and a new boundary negotiated. Once this was completed I would then post a copy of the adjusted SNA to them for their approval. The onsite inspections were well received and other than one exception all the farmers I worked with were very supportive of the program and I received their full cooperation.

I contacted the 2 respondents that had accepted the new boundaries by phone without a site visit to ensure that they were aware of the process and if they had any had any concerns. I contacted the remaining farmers that had not responded to the adjusted SNA to determine if there were any outstanding issues

There were a number of issues raised during the discussions including the following;

- The farmers were concerned about the type of support they would get once an area had been gazetted, in particular the controlling of weeds in the SNA area,
- They appreciated having someone come and explain the process; their attitude was they have a strong commitment to the land and recognised the importance of protecting biodiversity,

- There were concerns about identifying the areas based on the present mapping system,
- One farmer was concerned about being locked into a system and wouldn't be able to change boundaries at a later date
- There was a lot of concern about what happens five years from now, once an SNA area was designated, what the long term trends would be.

I recommend the following;

- the Council continues on with the with program as based on the trial results,
- that an information brochure be developed to address the issue of misinformation about the SNA process and how it will affect the farmers.

In addition to this I undertook the following;

- I undertook background research into the SNA process by contacting other councils to determine the procedures that were being used,
- I contacted the farmers that I inspected to determine what support they would like to receive in the future

Miscellaneous Work

The following are other work that I have been involved with

- I attended a field visit to the Tiromoana Bush restoration project and am part of the Advisory group.
- Organised judges for the Mainpower Hurunui Natural Environment Fund

Work programme planned for the next quarter will include the following;

To continue with Landowner/Community Engagement, in particular;

1. The continued development of projects with Amuri and Wairkari Schools, as well as approaching other schools in the area about the opportunities to undertake conservation work,
2. The Mimimoto Lagoon assessment
3. Continue contacting all the groups in the Hurunui District to assist with their programmes
4. Hanmer Springs Weed Busters group assistance
5. Accessing potential opportunities to develop community initiatives

To continue (with Council's approval) the SNA inspections in the Hurunui District on an area by area basis using either a ward by ward process or a random selection of farms throughout the district

To continue exploring new advocacy options.



HURUNUI
District Council

Meeting Date:

15 March 2012

REPORT TO: Strategy and Policy Committee

SUBJECT: Earthquake Prone Buildings

REPORT BY: Technical Leader, Building Control

Signature: Author
Kerry Walsh

Manager
Judith Batchelor

Summary Report

The Council adopted the Earthquake-Prone, Dangerous and Insanitary Building policy on 30 June 2011. The Building Control Team has commenced step 1 of the identification process by undertaking an initial desktop review of Council files to assess which buildings could be earthquake-prone. Officers have concentrated on Council owned buildings in the first phase of this project.

Step 2 of the policy is to employ a suitably qualified person to carry out an Initial Evaluation Procedure (IEP) on those buildings. Officers consider that priority should be given to public buildings with high occupancy and therefore request that \$23,000 be bought forward from the 2012/13 budget allocation to carry out an IEP on all council owned buildings that have been deemed as earthquake prone by step one (step one has been completed for Council owned Buildings but not privately owned buildings) and for a small amount of privately owned buildings as they come apparent through the ongoing desk top review.

Recommendation

THAT THE COMMITTEE APPROVE EXPENDITURE OF \$23,000 FROM THE 2012/13 BUDGET FOR THE COMMENCEMENT OF THE INITIAL EVALUATION PROCEDURE (IEP) REPORTS OF SOME COUNCIL OWNED BUILDINGS AND A SMALL NUMBER OF PRIVATELY OWNED BUILDINGS.

TO ENGAGE CPG LTD TO CARRY OUT THE FIRST STAGE OF INITIAL EVALUATION PROCEDURE (IEP) REPORTS.

BACKGROUND

Hurunui District is one of the most tectonically active district with in the Canterbury Region. The district is dissected by many major faults representing part of the tectonic plate boundary system running through North Canterbury and Malborough. Central Government, through the implementation of New Zealand Standards, has classed the Hurunui district as a "Type A" earthquake zone, which represents the highest earthquake probability out of three categories. For this reason it is important that the Hurunui District Council continue with an active approach to earthquake prone buildings, in order to minimise and mitigate injury to people and property as a result of an earthquake, and ensure that our community's life safety is appropriately addressed.

The Council adopted the Earthquake-Prone, Dangerous and Insanitary Building policy on 30 June 2011.

The Building Control Team has commenced step 1 of the identification process by undertaking an initial desktop review of Council files to assess which buildings could be earthquake-prone. Officers have concentrated on Council owned buildings in the first phase of this project.

Step 2 of the policy is to employ a suitably qualified person to carry out an Initial Evaluation Procedure (IEP) on those buildings. Officers consider that priority should be given to public buildings with high occupancy and therefore request that \$23,000 be bought forward from the 2012/13 budget allocation to carry out an IEP on up to 25 council owned buildings that have been deemed as earthquake prone by step one (step one has been completed for Council owned Buildings but not privately owned buildings) and for a small amount of privately owned buildings as they come apparent through the on-going desk top review.

The Building team approached CPG Ltd to arrange a proposal to carry out the IEP reports. CPG are an experienced company in the IEP field and have carried out similar work for Waimakairi District Council (WDC). The estimates they have proposed are comparable with pricing for reports for WDC and is considered a reasonable fee for the work required. The reports supplied to WDC are averaging 50% more expensive than what we have arranged to have completed for the HDC (we are proposing a basic IEP report, WDC are getting a more comprehensive report than an IEP). CPG have engineers available to carry out the work and will work with the HDC Building Team to group together inspections in areas to further reduce the price.

There are few experienced engineering companies that have staff available in the Canterbury region to carry out IEP's at present. WDC staff that have arranged similar inspections are very happy with the performance of CPG to date.

It is intended that the Building Team will work very closely with Building owners to ensure that they are fully informed about the process and requirements.

OPTIONS CONSIDERED

Do Nothing- Not recommended

The commencement of the IEP reports was programmed to commence from 1 July 2012 in the 2012/13 financial year extending over the next 3 years (\$69,000 in total over 3 years). Council officers are now aware that at risk public buildings are contained within the district and urgent assessment needs to be carried out. Doing nothing would result in uncertainty of the risk for a longer period. Officers are of the

opinion that these assessments should be commenced as soon as possible given the on-going seismic activity to the north and east of Christchurch. In addition officers have had some community concern expressed to them about the safety of their privately owned workplace or public space.

Option 1 - Recommended

Approve the recommendation to ensure most of council owned and a small amount of privately owned high risk buildings are assessed without delay. This will result in the community and owners being fully informed of the earthquake strengths of their buildings to enable the Council and building owners make an informed decision about the earthquake safety of their buildings. This includes programming and budgeting for strengthening work or the consideration in severe cases for buildings being closed for public use.

POLICY AND PLAN CONSIDERATIONS

The recommendation is in accordance with the Hurunui District Councils Earthquake Prone Building Policy adopted in June 2011. It is also consistent with the actions of neighbouring Canterbury Councils which have commenced assessments.

SIGNIFICANCE

The recommendation is not considered significant under the Hurunui District Council's Significance Policy. The results of the IEP reports may have some implications for Council for example where a council building is deemed earthquake prone and may need to be strengthened. Provision for additional expenditure for such work will need to be considered in future Long term plans.

MĀORI IMPLICATIONS

Reference has been made to Te Poha o Tohu Raumati (Te Rūnanga o Kaikōura's Environmental Management Plan) on this issue, and no implications for Māori have been identified.

FINANCIAL CONSIDERATIONS

The matter is provided for in the approved in the long term plan and is provided for in the next 3 years budgets. The recommendation is to bring forward the 2012/13 expenditure.

CONCLUSION

After considering all issues, options and the known views of those affected, as well as giving consideration to the level of significance and the legal and financial implications, the conclusion / recommendation of this report is THAT

THAT THE STRATEGY AND POLICY COMMITTEE APPROVE EARLY RELEASE OF FUNDS (\$23,000) TO ENABLE THE START OF THE IEP REPORTS OF SOME COUNCIL OWNED BUILDINGS AND A SMALL NUMBER OF PRIVATELY OWNED BUILDINGS.

TO ENGAGE CPG LTD TO CARRY OUT THE FIRST STAGE OF IEP REPORTS.

COMMUNITY OUTCOME(S) –

A desirable place to live, work and play

A healthy, safe place to live
Enhance our thriving local economy
Enhance our essential infrastructure/ buildings
Enhance our environmental responsibility.

WELLNESS OUTCOMES –

Social wellbeing – a healthy, safe place to live, with strong community spirit, involvement and opportunity for all.

Landscape & Outlook – recognising, enjoying, and treasuring Hurunui’s rich Building landscape and townscapes. Protecting and being aware of buildings that should be saved from earthquakes.

Individual and Community Lifestyle – lifestyles balanced across work and play, residents and visitors, with emphasis on safe buildings within the district.

Heritage and Tradition – treasuring and promoting our traditional rural values and heritage that make Hurunui special and unique.

APPENDICES

List of Council owned buildings suspected as earthquake prone.

CPG Company Profile.

Exert out of HDC Earthquake Prone Buildings Policy.

PowerPoint Presentation of buildings (to be shown on the 15th March).

IEP report sample (Available from Technical Leader Building Control on 15th March).

Schedule of Council Owner Buildings Built prior to 1976

AMBERLEY WARD

<i>Valuation</i>	<i>Location</i>	<i>General Description</i>	<i>Buildings</i>	<i>Year Built</i>	<i>Control & Maintenance</i>
21430 03000B	Carters Road, Amberley	Chamberlain Park	Scout Den	1950	HDC
21420 58203	Upper Sefton Road, Balcairn	Kawai Archives Building	Kawai Archives Building	1923	HDC I Kawai Archives
21430 14601	Carters Road, Amberley	Plunket Rooms	Plunket Rooms	1950	HDC
21430 18400	Douglas Road, Amberley	Amberley Reserve	Swimming Pool Complex	1920's	HDC
21430 18400	Douglas Road, Amberley	Amberley Reserve	Pavilion (Tinshead), CIVIL DEFENCE WELFARE CENTRE	1970's	
21430 08900	66 Carters Rd	Hurunui District Council CIVIL DEFENCE EOC	Council Offices	1976	HDC
TOTAL AMBERLEY WARD: 6					

GLENMARK WARD

<i>Valuation</i>	<i>Location</i>	<i>General Description</i>	<i>buildings</i>	<i>year built</i>	<i>Control and Maintenance</i>
21340 07000	10 Overton Road, Scargill	Scargill Community Hall Reserve	Hall	1948	HDC I Scargill Hall Committee
21350 15200	2 Johnston Street, Waipara	Waipara Hall	Hall	1953	HDC I Glenmark Reserves Committee
21340 07000	10 Overton Road, Scargill	Scargill Community Hall Reserve	Ex Fire shed	1965	HDC I Tipapa Tour & Charter (lessee)
TOTAL GLENMARK WARD: 3					

CHEVIOT WARD

<i>Valuation</i>	<i>Location</i>	<i>General Description</i>	<i>buildings</i>	<i>Year Built</i>	<i>Control and Maintenance</i>
21201 06800A	Domett Road, Cheviot	Cheviot Hills Reserve	Cricket Pavilion	1880	Cheviot Ward Committee
21201 02100B	Waiau East Road, Spotswood	Spotswood Reserve and Hall	Hall	1900's	Spotswood Reserve Committee

21181 02900	15 Seddon Street, Cheviot	Cheviot Craft Centre	Small building	1920's	HDC
21181 30706	6 Robinson Street, Cheviot	Cheviot Medical Centre	Medical Centre	1930's	HDC
21181 08000/2118108001	22 Seddon Street, Cheviot	Cheviot Depot	bus shed 3 bays	1940's	HDC
21181 08000/2118108001	22 Seddon Street, Cheviot	Cheviot Depot	utilities building	1940's	HDC
2118112900	39 Hall Street, Cheviot	Cheviot Service Centre	HOC Offices ,CIVIL DEFENCE SECTOR POST	1950's	HDC
TOTAL CHEVIOT WARD: 7					

HANMER SPRINGS

<i>Valuation</i>	<i>Location</i>	<i>General Description</i>	<i>buildings</i>	<i>year built</i>	<i>Control and Maintenance</i>
21252 10600	243 Jollies Pass road, Hanmer Springs	Hanmer Springs Forest Camp	Former DOC house	1960	HDC I Hanmer Springs Forest Camp Trust
21252 10600	243 Jollies Pass road, Hanmer Springs	Hanmer Springs Forest Camp	Rec Hall	1978	HDC I Hanmer Springs Forest Camp Trust
21252 10600	243 Jollies Pass road, Hanmer Springs	Hanmer Springs Forest Camp	Office	1978	HDC I Hanmer Springs Forest Camp Trust
21251 35600	8 Jacks Pass Road, Hanmer Springs	Hanmer Powerhouse Cafe	Restaurant	1920's	HDC/Lessee
21251 58000	49 Amuri Ave, Hanmer Springs	Hanmer Springs War Memorial Hall	Hanmer Springs War Memorial Hall (Library)	1930's	HSCB
21251 09000A- D	67 Jacks Pass Road, Hanmer Springs	Hanmer Sports Reserve	Scout Den	1930's	HSCB
21251 08700	42 Amuri Ave, Hanmer Springs	Hanmer Springs Thermal Pools	Historic Garden Tea House	1930's	Hanmer Springs Thermal Reserve Committee
21251 09000A- D	67 Jacks Pass Road, Hanmer Springs	Hanmer Sports Reserve	Sports Pavilion, CIVIL DEFENCE WELFARE CENTRE	1950's	HSCB
21251 09000A- D	67 Jacks Pass Road, Hanmer Springs	Hanmer Sports Reserve	Mini Golf storage sheds	1960's	HSCB

	28 Amuri Avenue, Hammer Springs	Soldier's Block		1910's	HDC
	28 Amuri Avenue, Hammer Springs	Nurses Block		1920's	HDC
	28 Amuri Avenue, Hammer Springs	Chisholm Block		1920's	HDC
TOTAL HAMMER SPRINGS WARD: 12					

AMURI WARD

<i>Valuation</i>	<i>Location</i>	<i>General Description</i>	<i>Buildings</i>	<i>Year Built</i>	<i>Control & maintenance</i>
21280 06100	19 Heaton Street, Rotherham	Rotherham Community Hall	Hall	1913	HDC I Amuri Ward Committee
21290 09200	21 Culverden Road, Culverden	Culverden Recreation Reserve	Reserve Building	1948	Culverden Area Committee
21270 11000	3 Cheviot Street, Waiau	Waiau Hall & Library	Hall	1800's	HDC I Waiau Hall and Reserve Committee
21280 04201	George Street, Rotherham	Flintoft Reserve	Watters Cob Cottage	1870's	HDC
21270 09300	6 Cheviot Street, Waiau	Waiau Historic Reserve	Cob Cottage	1880's	HDC
21270 09300	6 Cheviot Street, Waiau	Waiau Historic Reserve	Historic church	1880's	HDC
21290 05800A-B	30&32 Mountainview Road, Culverden	Ex Chambers and depot	Ex Chambers	1920's	HDC
21290 05800A-B	30&32 Mountainview Road, Culverden	Ex Chambers and depot	Group of 3 small sheds	1920's	HDC
21290 05800A-B	30&32 Mountainview Road, Culverden	Ex Chambers and depot	Large 4 bay open shed	1920's	HDC
21290 05800A-B	30&32 Mountainview Road, Culverden	Ex Chambers and depot	enclosed building	1920's	HDC
21290 05800A-B	30&32 Mountainview Road, Culverden Ex Chambers and Depot	Corrugated Iron Shed		1920's	HDC

21280 03800	70 Georges Street, Rotherham	Rotherham Swimming pool	Changing sheds	1950's	Rotherham Residences Association
21280 03800	70 Georges Street, Rotherham	Rotherham Swimming pool	storage shed	1950's	Rotherham Residences Association
21280 04900	65 Wilkins Street, Rotherham	Rotherham Yard	One bay implement shed	1950's	HDC
21280 04900	65 Wilkins Street, Rotherham	Rotherham Yard	Fire tanker garage	1950's	HDC
TOTAL AMURI WARD: 15					

HURUNUI WARD

Valuation	Location	General Description	buildings	year built	Control and Maintenance
21360 12800	99 Princes Street, Waikari	Waikari Memorial Hall	Hall	1948	HDC I Waikari Hall & Reserve Committee
21360 16800A-C	22 Princess Street, Waikari	Waikari Recreation Reserve	Scout Den	1958	Hurunui Ward Committee
21370 02900	8 Horsley Down Road, Hawarden	Hawarden Community War Memorial Hall	Hall	1948	Hawarden Reserves Committee
21370 14900	7 O'Carroll's Road, Hawarden	Hawarden RSA Hall	Hall	1948	Hawarden Reserves Committee
	11 Allandale Road, Hawarden	Hawarden Reserve	Scout Den	1966	Scouting NZ
21360 15200	69 Princes Street, Waikari	Waikari Depot	6 bay shed	1950's	HDC
21360 15200	69 Princes Street, Waikari	Waikari Depot	large building	1950's	HDC
21360.15200	69 Princes Street, Waikari	Waikari Depot	ex-works building	1950's	HDC
TOTAL HURUNUI WARD 8					

TOTAL DISTRICT: 48