



**HURUNUI**  
*District Council*

# Hurunui Community Committee

## AGENDA

FOR THE ORDINARY MEETING TO BE HELD ON:

WEDNESDAY 22 AUGUST, 2018

COMMENCING AT 7.30 PM

IN THE MEETING ROOM OF THE WAIKARI HALL  
PRINCES ST, WAIKARI

Community partnership in growth and wellbeing.

## Committee Membership:

Karen Armstrong (Chairperson)  
Mayor W Dalley  
Cr M Black  
Terry Bamford (Hurunui Reserve Advisory Group)  
Peter Black (Hawarden Reserve Advisory Group)  
Ben Cassidy (Independent)  
Bede Crean (Independent)  
Hamish Hartnell (Independent)  
Gary Miller (Independent)  
Alan McKnight (Independent)  
Mel Ruck (Waikari Reserve Advisory Group)

**Quorum: no less than 5 members not counting the Mayor**

Secretary: Maree Hare

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### The purpose of local government:

- (1) The purpose of local government is—
  - (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
  - (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
- (2) In this Act, **good-quality**, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—
  - (a) efficient; and
  - (b) effective; and
  - (c) appropriate to present and anticipated future circumstances.

*(Local Government Act 2002 – Amendment Act 2012)*

**HURUNUI COMMUNITY COMMITTEE**

**WEDNESDAY 29 AUGUST 2018 at 7.30 PM**

7.45 pm	Lomiga Va'aelua, Asset Engineer Rooding, will speak to item 2.1 – Entranceway to Hawarden Village
8 pm	David Perry and Brett Beer, Three Waters Assets Engineers, will speak to item 4.1 – Consultation on proposed Three Waters Service Bylaw, Three Waters Service Policy and Backflow Prevention Policy

ITEM	ORDER OF BUSINESS	Significance	Pages
	<ul style="list-style-type: none"> <li>• <b>Health and Safety briefing</b> – in the event of an emergency please vacate the building via the marked Exits and assemble on the Village green opposite the Hall.</li> <li>• <b>Apologies</b></li> <li>• <b>Announced Urgent Business</b></li> <li>• <b>Conflict of Interest Declarations</b></li> </ul>		
<b>1.</b>	<b>Minutes of previous meeting:</b> Confirmation of the Minutes from the 27 June 2018 meeting.		2 - 5
<b>2.</b>	<b>Decision Items:</b> 2.1 Entrance way sign into Hawarden	Medium	6 - 10
<b>3</b>	<b>Discussion Items:</b> 3.1 Financial Report to end June 2018	Low	11 - 15
<b>4</b>	<b>Information Items:</b> 4.1 Consultation on the Proposed Three Waters Services Bylaw, Three Waters Services Policy & Backflow Prevention Policy 4.2 Correspondence 4.3 Action Sheet 4.4 Council Updates 4.5 Reports from the Reserve Advisory Groups	High	16 – 19  20 – 23 24 25 – 30 31 - 33
<b>5</b>	<b>Urgent Business</b>		
<b>6</b>	<b>Next meeting</b> – 24 October 2018		

# HURUNUI DISTRICT COUNCIL MINUTES



<b>Meeting</b>	Hurunui Community Committee
<b>Time and Date</b>	Wednesday 27 June, 2018 at 7.30 pm
<b>Venue</b>	Waikari Hall, Princes St, Waikari
<b>Agenda</b>	<a href="http://www.hurunui.govt.nz/your-council/meeting-calendar/">http://www.hurunui.govt.nz/your-council/meeting-calendar/</a>

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<b>Members Present</b>	K Armstrong (Chairperson) Mayor Dalley, H Hartnell, M Ruck, A McKnight, P Black, G Millar
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<b>In Attendance</b>	Maree Hare (Committee Secretary) Part meeting – Krystal Jennings (Hurunui Youth facilitator), from 7.55 pm.
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<b>Health and Safety Briefing</b>	The Chairperson advised of the Exits and Assembly point to be used in the event of an emergency.
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<b>Apologies</b>	B Crean, T Bamford and Cr M Black (leave already granted) THAT THE APOLOGIES BE ACCEPTED. Ruck/McKnight <span style="float: right;">CARRIED</span>
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<b>Absent</b>	Nil
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<b>Conflict of Interest Declarations</b>	There were no conflicts of interest declarations.
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<b>Urgent Business</b>	<ul style="list-style-type: none"> <li>• Armistice Day</li> <li>• Control of Gorse and Broom in the district</li> </ul>
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<b>Minutes</b>	THAT THE MINUTES OF THE ORDINARY MEETING HELD ON 26 APRIL 2018 ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THAT MEETING.
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P Black/H Hartnell CARRIED

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## 1. DECISION ITEMS

<b>1.1 Hurunui Amenity Rates Mowing</b>	The report from the Roading and Amenity Technical Assistant advised that the current mowing contract expires in June 2018 and while the new tender will be prepared for the whole district it is recognised that communities should have some input into the areas they want covered under the Tender. The report noted that in some communities some grassed areas are mown by locals and also the report was seeking an indication of the levels of service required by each community.
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The meeting considered the report and noted the following –

- M Ruck queried the inclusion of the Waikari Tennis Courts in the contract and agreed to advise the Manager of this. .
- It was noted that Keith Yorston and Ian Thornley mow community areas at no cost to the Ward.

THAT LETTERS OF THANKS BE SENT TO KEITH YORSTON AND IAN THORNLEY THANKING THEM FOR MOWING AREAS IN THEIR RESPECTIVE VILLAGES AT NO COST TO THE COMMUNITY.

P Black/McKnight

CARRUED

- It was suggested that the mowing contract be extended to include the Oak tree area on the Hawarden Waikari Road and the meeting discussed this fully. The width of the mowing strip required was questioned and it was noted that the ground would have to be made suitable for mowing first. Mayor Dalley noted that this would be included in the District wide tender unless a local person is able to do the work.

THAT M RUCK NEGOTIATES WITH THE MANAGER INFRASTRUCTURE SERVICES – DELIVERY ON MOWING ALONG THE OAK TREE PLANTING ON THE HAWARDEN WAIKARI ROAD.

P Black /McKnight

CARRIED

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## 2 DISCUSSION ITEMS

### 2.2 Financial Report

The Financial Report to the end of May 2018 was considered.

THAT THE INFORMATION BE RECEIVED.

Millar/P Black

CARRIED

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## 3 INFORMATION ITEMS

### 3.1 Volunteers working on Council property

The Report from the Manager Infrastructure Services – Delivery advised that Council has reviewed its working practices for allowing volunteers to work on council work sites or property and recognises that in order to comply with the Health and Safety at Work Act the management of the safety practices needs to change. The report provided the process steps to be applied to voluntary work on Council worksites or property for the information of the Committee.

The meeting considered the report and noted the following –

- It is intended to make the required forms available on the council website.
- The meeting queried the status of other parties using the Reserves and it was noted that this needs clarifying when the Manager reports to the Reserve Advisory Groups.

AGREED THAT THE INFORMATION BE RECEIVED.

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### 3.2 Representation Review

The Report from the Manager Public Services provided the proposed representation model for the Hurunui District after receiving feedback on the four initial proposals.

The report advised that the proposed model involves three Wards, 10

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Councillors, the retention of the Hanmer Springs Community Board and the current structure of the Ward committees although these will be renamed Community Committees instead of Ward Committees.

Mayor Dalley spoke to the report and the following points were noted -

- Council have tried to keep as close as possible to the current model and meet the legal requirements.
- Noted that the Ward will have four councillors instead of the current three.

THAT THE INFORMATION BE RECEIVED.

McKnight/ P Black

P Black queried if the committee should indicate support for this proposal and the meeting agreed.

AMENDMENT:

THAT THE HURUNUI COMMUNITY COMMITTEE INDICATES SUPPORT FOR THE EAST, WEST, SOUTH WARD REPRESENTATION PROPOSAL FOR THE HURUNUI DISTRICT AS INDICATED IN THE REPORT.

P Black/Millar

CARRIED

SUBSTANTIVE MOTION:

THAT THE INFORMATION BE RECEIVED AND THAT THE HURUNUI COMMUNITY COMMITTEE INDICATES SUPPORT FOR THE EAST, WEST, SOUTH WARD REPRESENTATION PROPOSAL FOR THE HURUNUI DISTRICT AS INDICATED IN THE REPORT.

P Black/Millar

CARRIED

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### 3.3 Hurunui Youth Update

The information report provided by the Youth Council Facilitator was considered and the Facilitator spoke to the meeting on the work she does with the Hurunui youth.

The meeting noted the following points –

- The Facilitator works with the Youth Council for 12 hours a week.
- There are 9 young people on the Youth Council currently and there is a strong membership from the Hurunui Ward.
- The Youth Strategy has been the main focus for the year and it has just been adopted by the Youth Council. An Action Plan has resulted from this.
- Noted that the Youth Council is a committee of Council and operates under the Local Government Act.
- The officer advised that she is also the Road Safety Coordinator and believes that both roles are closely aligned.

The meeting thanked the Officer for an interesting presentation.

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### 3.1 Correspondence

Outwards correspondence – HDC Gardeners

THAT THE OUTWARDS CORRESPONDENCE BE APPROVED.

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	P Black/Ruck	CARRIED
<b>3.2 Action Sheet</b>	<p>The Action Sheet was provided for the information of the Committee.</p> <ul style="list-style-type: none"> <li>• Firefighting water supply – The committee noted that this was first raised in February 2017 and agreed that a tank is required not a hydrant as suggested by Officers. It was noted that FENZ have agreed to fund the work but they (FENZ) do not understand what is required. B Crean is still waiting to hear from the Manager.</li> <li>• Village Welcome signs – noted that there has been no further progress on the village Welcome signs since before Christmas and it was agreed that a report on the options available must come to the next meeting.</li> <li>• The meeting noted that there is a spring on the south side of the Cenotaph in Waikari and run off water is also causing problems on Princes Street near the School. The Chair advised that she had lodged a CSR for both areas and was told that Council cannot do anything about these because it is run off from the hill behind. The meeting agreed that these areas are becoming dangerous as there is clay on the road causing it to become slippery. It was agreed that the Manager infrastructure Services – Delivery be advised of these concerns.</li> </ul>	
<b>3.3 Council Updates and Councillor Report</b>	<p>Updates from the 26 April and 31 May March Council meetings were provided for the information of the committee.</p>	
<b>3.4 Reports from the Reserve Advisory Groups</b>	<p>There were no reports from the Reserve Advisory Groups.</p>	
<b>5. URGENT BUSINESS</b>		
<b>5.1 Armistice Day event</b>	<p>The Mayor advised of the proposed Armistice Day event in the district on November 11<sup>th</sup>.</p>	
<b>5.2 Gorse and Broom Control</b>	<p>Peter Black extended his thanks and congratulations to the Hurunui Council on the work done to control Gorse and Broom in the district. Mayor Dalley thanked Mr Black for his words noting that it is a continual battle.</p>	
<b>MEETING ENDED</b>	<p>The meeting ended at 9.21 pm. The next meeting is scheduled for 22 August at 7.30pm.</p>	

# HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hurunui Community Committee  
 Report Prepared by: Lomiga Va'aelua, Asset Engineer Roading  
 Date: 22 August 2018  
 Significance Level: Medium

## Entrance to Hawarden welcome sign

**Recommendation** THAT THE INFORMATION BE RECEIVED AND DISCUSSED FOR PREFERRED RESOLUTION.

**Executive Summary** Location, style and funding option for Hawarden 'Welcome Signs' will be presented in this report for discussion at the meeting. Since the last meeting, the committee agreed to pursue a quote for the preferred design and installation, as per entranceway into Cust in the Waimakariri District Council (see picture insert below).

### Background information

At the meeting dated 28 February 2018, HDC officers presented a report for information to be discussed, with respect to the proposed Welcome Signs for the southern end of O'Carrolls Road coming into Hawarden, as well as southern end of SH7 coming into Waikari.

Given that the signs on SH7 need to fit a standard specification, the committee decided to persue the sign for Hawarden first.

The committee also agreed that the HDC officer works with Cr Black in an endeavour to find more creative options for the village signage.



*Current sign outside Cust; WDC*



**Progress to date**

The HDC officer has located a sign maker, namely 'Wood n' Steel' from Woodend who have confirmed that they can provide and install the sign as per entranceway into Cust.

This information was e-mailed to Cr Black and Karen Armstrong 31 July 2018.

Two price options from the same supplier are as follows:

- 1) Sheet metal, finishing, wording, posts, brackets, fixings and assembly at \$2,480 plus GST (note: includes installation)
- 2) Sheet metal, finishing and wording only at \$1,950 plus GST (note: excludes installation)

The HDC officer assured the community that he can secure 50% funding from NZTA for this endeavour under road safety calming.

Cr Black considered this as a viable option to progress, with a further thought that maybe given the 50% funding from NZTA, that the committee should possibly consider two signs, namely "each end of the township".

Karen Armstrong asked that the HDC officer secured the establishment date for Hawarden township, namely 1883.

**Appendices**

Appendix 1: Hawarden location plan

Appendix 2: Hawarden – proposed location at 77 O'Carrolls Road

**Significance Consideration**

The significance of the issue is regarded as medium due to large number of people affected, but with low impact and risk



**Report Prepared by:**

Lomiga Va'aelua  
Asset Engineer Roading

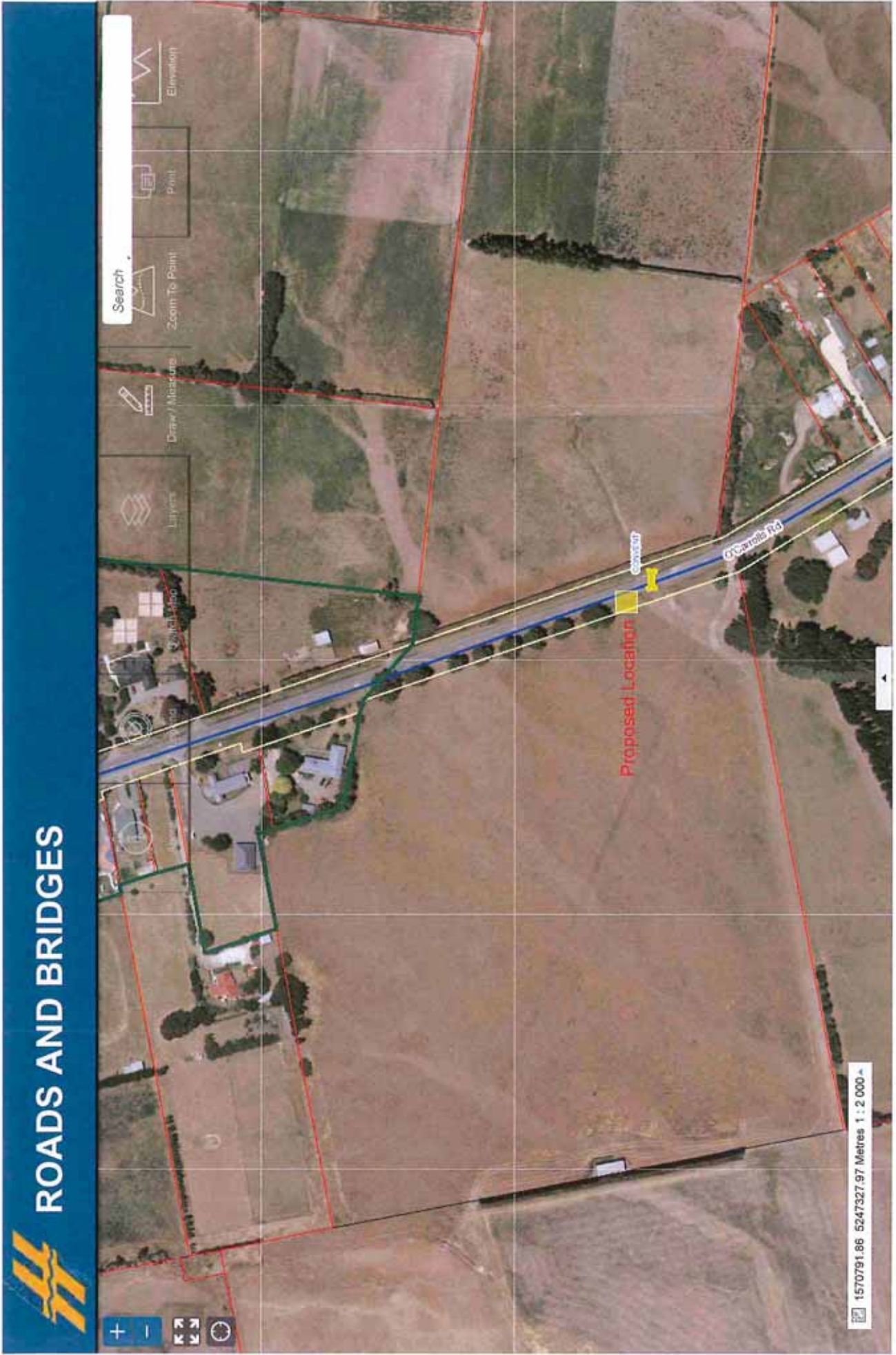


**Report Reviewed by:**

David Edge  
Manager Infrastructure Services - Assets

**Officer in Attendance:**

The Asset Engineer Roading will be in attendance to speak to this report.



Google Maps 77 O'carrolls Rd



Hawarden, Canterbury



Google, Inc.

Street View - Jun 2012



Image capture: Jun 2012 © 2018 Google

Google Maps 77 O'carrolls Rd



Hawarden, Canterbury



Street View - Jun 2012

Image capture: Jun 2012 © 2018 Google

# HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hurunui Community Committee  
 Report Prepared By: Jason Beck, Manager Support Services  
 Date: 22 August 2018  
 Significance: Low

## Financial Report to 30 June 2018

**Executive Summary** The Financial Report to 30 June 2018 is attached

**Background** The attached financial report is broken down based on funding sources:

- Hurunui Amenities:
  - Amenities Cost Centre
  - Hawarden and Waikari Township Cost Centres
- Separate Reserves for Hawarden, Waikari and Hurunui.
- Hawarden and Waikari Stormwater Accounts
- Waikari Medical Centre
- Hurunui Land Subdivision Reserve
- Hurunui Reserves Contestable Fund

Where there have been any significant variances from budget, I have attempted to identify the reasons for it.

**Financial Considerations** The Committee is responsible for managing the Hurunui Community Budgets.

**Recommendation** THAT THE INFORMATION BE RECEIVED.

**Report Prepared by:** Jason Beck  
 Manager Support Services

**Report Author** An officer will be in attendance to speak to this report.

Financial Report for the Twelve Months to 30 June 2018	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
<b>HURUNUI AMENITIES RATES</b>					
<b>OPENING BALANCE</b>	<b>42,003</b>	<b>42,003</b>	<b>0</b>	<b>42,003</b>	
<b>REVENUE</b>					
<b>Rates</b>					
Targeted Rates - Hurunui Amenities Rates	59,257	59,426	(169)	59,426	
<i>Total Rates</i>	<u>59,257</u>	<u>59,426</u>	<u>(169)</u>	<u>59,426</u>	
<b>Other Income</b>					
Waitohi Reserve Income	0	0	0	0	
Internal Interest Received	1,603	1,319	284	1,319	
<i>Total Other Income</i>	<u>1,603</u>	<u>1,319</u>	<u>284</u>	<u>1,319</u>	
<b>Total Revenue</b>	<b>60,860</b>	<b>60,745</b>	<b>115</b>	<b>60,745</b>	
<b>EXPENDITURE</b>					
<b>General Amenities Expenses</b>					
Salaries & Wages	2,134	4,341	(2,206)	4,341	
Rates	0	0	0	0	
Hawarden Community Library	1,000	1,048	(48)	1,048	
Hawarden R.S.A.	1,152	2,096	(944)	2,096	
Overhead Allocation Expenses	9,664	9,664	0	9,664	
<i>Total General Amenities Expenses</i>	<u>13,950</u>	<u>17,149</u>	<u>(3,199)</u>	<u>17,149</u>	
<b>Hawarden Township Expenses</b>					
Salaries & Wages	243	2,685	(2,442)	2,685	
Contractors	1,048	600	448	600	
Street Cleaning	2,812	3,800	(988)	3,800	
<i>Total Hawarden Township Expenses</i>	<u>4,103</u>	<u>7,085</u>	<u>(2,982)</u>	<u>7,085</u>	
<b>Waikari Township Expenses</b>					
Salaries & Wages	1,564	2,685	(1,121)	2,685	
Contractors	1,361	1,500	(140)	1,500	
Purchases	0	0	0	0	
Rates	28	0	28	0	
Street Cleaning	4,877	5,400	(523)	5,400	
<i>Total Waikari Township Expenses</i>	<u>7,829</u>	<u>9,585</u>	<u>(1,756)</u>	<u>9,585</u>	
<b>Other Expenses</b>					
Transfer of Amenities Rates to Hawarden Reserve	15,000	15,000	0	15,000	
Transfer of Amenities Rates to Waikari Reserve	15,000	15,000	0	15,000	
<i>Total Other Expenses</i>	<u>30,000</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>	
<b>Total Expenditure</b>	<b>55,882</b>	<b>63,819</b>	<b>(7,937)</b>	<b>63,819</b>	
<b>CLOSING BALANCE</b>	<b>46,982</b>	<b>38,930</b>	<b>8,052</b>	<b>38,930</b>	
<b>HURUNUI ROADSIDE CONSTRUCTION RATES</b>					
<b>OPENING BALANCE</b>	<b>38,922</b>	<b>38,922</b>	<b>0</b>	<b>38,922</b>	
<b>REVENUE</b>					
<b>Rates</b>					
Targeted Rates - Roadside Construction Rates	21,664	21,598	66	21,598	
<i>Total Rates</i>	<u>21,664</u>	<u>21,598</u>	<u>66</u>	<u>21,598</u>	
<b>Other Income</b>					
Internal Interest Received	1,759	(370)	2,129	(370)	
<i>Total Other Income</i>	<u>1,759</u>	<u>(370)</u>	<u>2,129</u>	<u>(370)</u>	
<b>Total Revenue</b>	<b>23,424</b>	<b>21,228</b>	<b>2,195</b>	<b>21,228</b>	
<b>EXPENDITURE</b>					
<b>Direct Operating Expenditure</b>					
Salaries & Wages	0	1,263	(1,263)	1,263	
Footpath Maintenance	0	2,986	(2,986)	2,986	
<i>Total Direct Operating Expenditure</i>	<u>0</u>	<u>4,249</u>	<u>(4,249)</u>	<u>4,249</u>	
<b>Capital Expenditure</b>					
Footpath Renewal	0	40,623	(40,623)	40,623	
New Kerb & Channel	0	21,052	(21,052)	21,052	
<i>Total Capital Expenditure</i>	<u>0</u>	<u>61,675</u>	<u>(61,675)</u>	<u>61,675</u>	
<b>Total Expenditure</b>	<b>0</b>	<b>65,924</b>	<b>(65,924)</b>	<b>65,924</b>	
<b>CLOSING BALANCE</b>	<b>62,346</b>	<b>(5,773)</b>	<b>68,119</b>	<b>(5,773)</b>	

Moving forward, the District Footpath Maintenance Rate will cover the Trip Hazard Work and all Maintenance on footpaths throughout the District. Any balance remaining in this account can be used for any New Footpaths or Renewal of footpaths for Hawarden or Waikari.

Financial Report for the Twelve Months to 30 June 2018	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
<b>HAWARDEN RESERVE</b>					
<b>OPENING BALANCE</b>	<b>49,871</b>	<b>49,871</b>	<b>0</b>	<b>49,871</b>	
<b>REVENUE</b>					
Transfer from Amenities	15,000	15,000	0	15,000	
Contestable Fund	3,000	3,000	0	3,000	
Recoveries	167	5,000	(4,833)	5,000	
Hall Hire	3,292	0	3,292	0	
Camp Fees	2,357	0	2,357	0	
Equipment Hire	244	0	244	0	
Annual Fees	1,280	0	1,280	0	
Internal Interest Received	1,883	1,640	244	1,640	
<b>Total Revenue</b>	<b>27,224</b>	<b>24,640</b>	<b>2,584</b>	<b>24,640</b>	
<b>EXPENDITURE</b>					
Salaries & wages	2,631	3,000	(369)	3,000	
Contractors	2,961	1,800	1,161	1,800	
Purchases	621	1,500	(879)	1,500	
Rates	1,620	2,600	(980)	2,600	
Insurance	2,786	3,000	(214)	3,000	
Repairs & Maintenance	1,276	4,500	(3,224)	4,500	
Electricity	2,573	4,000	(1,427)	4,000	
<b>Total Expenditure</b>	<b>14,468</b>	<b>20,400</b>	<b>(5,932)</b>	<b>20,400</b>	
<b>CLOSING BALANCE</b>	<b>62,628</b>	<b>54,111</b>	<b>8,517</b>	<b>54,111</b>	
<b>WAIKARI RESERVE</b>					
<b>OPENING BALANCE</b>	<b>136,904</b>	<b>136,904</b>	<b>0</b>	<b>136,904</b>	
<b>REVENUE</b>					
Transfer from Amenities	15,000	15,000	0	15,000	
Contestable Fund	3,000	3,000	0	3,000	
Hall Income	3,204	2,000	1,204	2,000	
Land Income	2,753	9,000	(6,247)	9,000	
Domain Income	24,814	16,000	8,814	16,000	
Internal Interest Received	5,038	4,881	156	4,881	
<b>Total Revenue</b>	<b>53,809</b>	<b>49,881</b>	<b>3,927</b>	<b>49,881</b>	
<b>EXPENDITURE</b>					
Hall Expenses	1,871	2,000	(129)	2,000	
Land Expenses	0	9,000	(9,000)	9,000	
Domain Expenses	21,200	16,000	5,200	16,000	
Salaries and Wages	2,773	0	2,773	0	
Contractors	0	0	0	0	
Rates	5,196	3,300	1,896	3,300	
Electricity	5,775	7,000	(1,225)	7,000	
Insurance	1,380	1,500	(120)	1,500	
<b>Total Expenditure</b>	<b>38,195</b>	<b>38,800</b>	<b>(605)</b>	<b>38,800</b>	
<b>CLOSING BALANCE</b>	<b>152,517</b>	<b>147,985</b>	<b>4,532</b>	<b>147,985</b>	
<b>HURUNUI RESERVE</b>					
<b>OPENING BALANCE</b>	<b>8,942</b>	<b>8,942</b>	<b>0</b>	<b>8,942</b>	
<b>REVENUE</b>					
Lease	4,000	4,000	0	4,000	
Internal Interest Received	309	261	48	261	
<b>Total Revenue</b>	<b>4,309</b>	<b>4,261</b>	<b>48</b>	<b>4,261</b>	
<b>EXPENDITURE</b>					
Salaries & wages	0	0	0	0	
Contractors	3,103	4,000	(897)	4,000	
Purchases	1,309	0	1,309	0	
<b>Total Expenditure</b>	<b>4,412</b>	<b>4,000</b>	<b>412</b>	<b>4,000</b>	
<b>CLOSING BALANCE</b>	<b>8,839</b>	<b>9,203</b>	<b>(364)</b>	<b>9,203</b>	
<b>WAIKARI MEDICAL CENTRE</b>					
<b>OPENING BALANCE</b>	<b>(103,136)</b>	<b>(103,136)</b>	<b>0</b>	<b>(103,136)</b>	
<b>REVENUE</b>					
<b>Rates</b>					
Targeted Rates - Hurunui Medical Centre	15,501	15,639	(138)	15,639	
<i>Total Rates</i>	<i>15,501</i>	<i>15,639</i>	<i>(138)</i>	<i>15,639</i>	
<b>Other Income</b>					
Medical Centre Rental	9,807	9,500	307	9,500	
Community Trust Donation	0	0	0	0	
<i>Total Other Income</i>	<i>9,807</i>	<i>9,500</i>	<i>307</i>	<i>9,500</i>	
<b>Total Revenue</b>	<b>25,308</b>	<b>25,139</b>	<b>169</b>	<b>25,139</b>	
<b>EXPENDITURE</b>					
Salaries & wages	468	0	468	0	
Contractors	2,033	2,000	33	2,000	
Grass Mowing	657	660	(3)	660	
Purchases	0	500	(500)	500	
Rates	2,965	4,000	(1,035)	4,000	
Repairs & Maintenance	1,259	2,000	(741)	2,000	
Insurance	3,138	5,000	(1,862)	5,000	
Internal Interest Paid	6,700	6,794	(94)	6,794	
<b>Total Expenditure</b>	<b>17,220</b>	<b>20,954</b>	<b>(3,734)</b>	<b>20,954</b>	
<b>CLOSING BALANCE</b>	<b>(95,048)</b>	<b>(98,950)</b>	<b>3,903</b>	<b>(98,950)</b>	

Financial Report for the Twelve Months to 30 June 2018	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
<b>HAWARDEN STORMWATER RATES</b>					
<b>OPENING BALANCE</b>	<b>(49,990)</b>	<b>(49,990)</b>	<b>0</b>	<b>(49,990)</b>	
<b>REVENUE</b>					
<b>Rates</b>					
Targeted Rates - Hawarden Stormwater Rates	17,483	17,483	(0)	17,483	
Total Rates	17,483	17,483	(0)	17,483	
<b>Total Revenue</b>	<b>17,483</b>	<b>17,483</b>	<b>(0)</b>	<b>17,483</b>	
<b>EXPENDITURE</b>					
<b>Direct Operating Expenditure</b>					
Urban stormwater assets (pipes, inlets and outlets, swales, open channels, etc.) and sections of downstream drains	7,304	8,000	(696)	8,000	
Consultants	0	0	0	0	
Internal Interest Paid	2,949	3,806	(857)	3,806	
Total Direct Operating Expenditure	10,254	11,806	(1,553)	11,806	
<b>Capital Expenditure</b>					
Capital Projects	0	0	0	0	
Total Capital Expenditure	0	0	0	0	
<b>Total Expenditure</b>	<b>10,254</b>	<b>11,806</b>	<b>(1,553)</b>	<b>11,806</b>	
<b>CLOSING BALANCE</b>	<b>(42,761)</b>	<b>(44,313)</b>	<b>1,552</b>	<b>(44,313)</b>	
<b>WAIKARI STORMWATER RATES</b>					
<b>OPENING BALANCE</b>	<b>20,447</b>	<b>20,447</b>	<b>0</b>	<b>20,447</b>	
<b>REVENUE</b>					
<b>Rates</b>					
Targeted Rates - Waikari Stormwater Rates	12,676	12,786	(110)	12,786	
Total Rates	12,676	12,786	(110)	12,786	
<b>Other Income</b>					
Internal Interest Received	858	0	858	0	
Total Other Income	858	0	858	0	
<b>Total Revenue</b>	<b>13,535</b>	<b>12,786</b>	<b>749</b>	<b>12,786</b>	
<b>EXPENDITURE</b>					
<b>Direct Operating Expenditure</b>					
Urban stormwater assets (pipes, inlets and outlets, swales, open channels, etc.) and sections of downstream drains	4,000	8,000	(4,000)	8,000	
Consultants	0	1,639	(1,639)	1,639	
Total Direct Operating Expenditure	4,000	9,639	(5,639)	9,639	
<b>Capital Expenditure</b>					
Capital Projects	11,000	0	11,000	0	Drainage Improvement in Oxford Street
Total Capital Expenditure	11,000	0	11,000	0	
<b>Total Expenditure</b>	<b>15,000</b>	<b>9,639</b>	<b>5,361</b>	<b>9,639</b>	
<b>CLOSING BALANCE</b>	<b>18,982</b>	<b>23,594</b>	<b>(4,612)</b>	<b>23,594</b>	
<b>HURUNUI LAND SUBDIVISION FUND</b>					
<b>OPENING BALANCE</b>	<b>5,301</b>	<b>5,301</b>	<b>0</b>	<b>5,301</b>	
<b>REVENUE</b>					
<b>Internal Interest Received</b>					
Internal Interest Received	188	185	3	185	
Total Interest Received	188	185	3	185	
<b>Total Revenue</b>	<b>188</b>	<b>185</b>	<b>3</b>	<b>185</b>	
<b>EXPENDITURE</b>					
<b>Operating Expenditure</b>					
Contractors	0	0	0	0	
Total Operating Expenditure	0	0	0	0	
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLOSING BALANCE</b>	<b>5,489</b>	<b>5,486</b>	<b>3</b>	<b>5,486</b>	
<b>HURUNUI RESERVES CONTESTABLE FUND</b>					
<b>OPENING BALANCE</b>	<b>9,467</b>	<b>9,467</b>	<b>0</b>	<b>9,467</b>	
<b>REVENUE</b>					
<b>Other Income</b>					
Allocation from District Reserves	8,333	8,333	(0)	8,333	
Total Other Income	8,333	8,333	(0)	8,333	
<b>Total Revenue</b>	<b>8,333</b>	<b>8,333</b>	<b>(0)</b>	<b>8,333</b>	
<b>OPERATING EXPENDITURE</b>					
<b>Operating Expenses</b>					
Reserves Projects	4,500	583	3,917	2,333	Bark Purchased for Hawarden Reserve
Transfer to Hawarden Reserve	3,000	3,000	0	3,000	
Transfer to Waikari Reserve	3,000	3,000	0	3,000	
Total Operating Expenses	10,500	6,583	3,917	8,333	
<b>Total Expenditure</b>	<b>10,500</b>	<b>6,583</b>	<b>3,917</b>	<b>8,333</b>	
<b>CLOSING BALANCE</b>	<b>7,300</b>	<b>11,217</b>	<b>(3,917)</b>	<b>9,467</b>	



HURUNUI COMMUNITY COMMITTEE  
RESERVES CONTESTABLE FUND  
AS AT 30 JUNE 2018

Organisation/Project	Total Amount Granted	Spent to date - Payee	Date	Ref	Amount	Balance Remaining
Waikari Bowling Club - 2008/09	4,429.60	Goldpine	30/5/08	1a	3,960.25	
		Arthur Burkes - Mower	12/06/2013	1b	469.35	
					<u>4,429.60</u>	0.00
Hawarden Bowling Club - 2010/11	2,083.33	Kenny Thickett - Planne Bowling Green	5/05/2011	2a	2,032.00	
Hawarden Bowling Club - 2011/12	1,226.93	Choreboy - Fence	6/11/2013	2b	1,278.26	
	<u>3,310.26</u>				<u>3,310.26</u>	0.00
Hawarden Memorial Reserve Comm - 2008/09	10,000.00	Spotlight - Curtains	20/08/2008	3a	1,422.66	
Hawarden Memorial Reserve Comm - 2010/11	2,083.33	Ewart - Reimburse Playhouse	3/12/2008	3b	1,333.33	
Hawarden Memorial Reserve Comm - 2011/12	10,000.00	Ewart - Reimburse Chairs	27/09/2009	3c	2,088.44	
Hawarden Memorial Reserve Comm - 2011/12	1,100.00	Noel Leeming - Oven	16/11/2009	3d	1,155.56	
Hawarden Memorial Reserve Comm - 2011/12	900.00	Simon Patterson - Painting	15/01/2010	3e	3,998.16	
Hawarden Memorial Reserve Comm - 2012/13	11,000.00	T Jackson - Painting	9/11/2011	3f	249.00	
Hawarden Memorial Reserve Comm - 2014/15	3,000.00	RH Miller - Paint	9/11/2011	3g	69.57	
Hawarden Memorial Reserve Comm - 2015/16	3,000.00	Hurunui Drainage & Plumbing	17/04/2012	3h	1,027.29	
Hawarden Memorial Reserve Comm - 2016/17	3,000.00	Aerotech - Ground Slide Repair	9/01/2013	3i	600.00	
Hawarden Memorial Reserve Comm - 2017/18	3,000.00	Downers - Sealing Driveway	18/06/2013	3j	2,696.12	
	<u>47,083.33</u>	JR O'Donnell - Scout Den	2/09/2013	3k	916.47	
		Smith City - Refrigerator	20/12/2012	3l	1,020.87	
		Topp Earthmoving - Sealing Work	28/03/2014	3m	16,500.00	
		Downers - Domain Sweeping	31/03/2014	3n	1,907.06	
		Transferred to Hawarden Reserve Account	1/07/2014		3,000.00	
		Transferred to Hawarden Reserve Account	1/07/2015		3,000.00	
		Transferred to Hawarden Reserve Account	28/04/2016		98.80	
		Transferred to Hawarden Reserve Account	1/07/2016		3,000.00	
		Transferred to Hawarden Reserve Account	1/07/2017		3,000.00	
					<u>47,083.33</u>	0.00
Hawarden Tennis Club - 2008/09	4,616.00	Supersealing	26/11/2009	4a	2,900.00	
		Supersealing	31/03/2014	4b	1,716.00	
					<u>4,616.00</u>	0.00
Waikari Hall & Reserve Committee - 2008/09	4,000.00	Choreboy - Supper Room	5/05/2011	5a	3,714.02	
Waikari Hall & Reserve Committee - 2009/10	12,500.00	Hubbers - Curtains	7/04/2011	5b	2,604.35	
Waikari Hall & Reserve Committee - 2010/11	2,083.34	Laser Electrical - New Caravan Boxes	18/01/2011	5c	1,956.00	
Waikari Hall & Reserve Committee - 2013/14	10,000.00	Hurunui Drainage & Plumbing	19/03/2012	5d	2,345.00	
Waikari Hall & Reserve Committee - 2014/15	3,000.00	Choreboy - Kitchen	19/05/2012	5e	3,093.36	
Waikari Hall & Reserve Committee - 2015/16	3,000.00	Dwyer Lewis	3/08/2013	5f	2,960.00	
Waikari Hall & Reserve Committee - 2016/17	3,000.00	Plantinum Gas	21/08/2014		10,000.00	
Waikari Hall & Reserve Committee - 2017/18	3,000.00	Transferred to Waikari Reserve Account	1/07/2014		3,000.00	
	<u>40,583.34</u>	Transferred to Waikari Reserve Account	1/07/2015		3,000.00	
		Transferred to Waikari Reserve Account	28/04/2016		1,910.61	
		Transferred to Waikari Reserve Account	1/07/2016		3,000.00	
		Transferred to Waikari Reserve Account	1/07/2017		3,000.00	
					<u>40,583.34</u>	0.00
Hurunui Gateway Promotions Assn - 2008/09	9,000.00	MR & LJ Brice	25/06/2008	6a	325.00	
Hurunui Gateway Promotions Assn - 2010/11	1,935.08	Hurunui Natives	19/11/2008	6b	705.78	
Hurunui Gateway Promotions Assn - Donation	1,000.00	HGPA - Reimbursement for Sharon Earl	23/09/2010	6c	5,000.00	
	<u>11,935.08</u>	U & U Fricker - Stocks Reserve	30/09/2010	6d	553.71	
		Hurunui Natives	18/08/2010	6e	200.00	
		Ruck & Dig - Stocks Reserve	16/09/2010	6f	154.00	
		U & U Fricker - Stocks Reserve	16/09/2010	6g	879.52	
		HGPA - Reimbursement for Earl	13/09/2011	6h	2,500.00	
		HGPA - Reimbursement for Fricker	13/09/2011	6i	869.57	
		Hurunui Natives	20/09/2011	6j	347.50	
		HDC - Water Connection	30/10/2013	6l	400.00	
					<u>11,935.08</u>	0.00
John Harper & Penny Zino	5,000.00	J Harper - Fit Stone & Concrete	24/06/2008	7a	1,530.00	
		Southern Woods - Plants	20/09/2013	7b	624.00	
		J Harper - Potting Mix	5/11/2013	7c	86.96	
		Amberley Seeds - Plants	30/09/2013	7d	271.30	
		R M Honeybone Limited - Bridges	15/09/2016	7e	853.73	
					<u>3,365.99</u>	1,634.01
Cr Marie Black - Narrative Boards - 2011/12	5,680.40	Adgraphix (\$6,532.46 less GST)	24/10/2013	9a	5,680.40	0.00
United Rugby Football Club - 2011/12	4,800.00	Laser Electrical	30/10/2012	8a	4,800.00	0.00
Hurunui Reserve Committee - 2015/16	6,229.00	Matthew Newton Joinery - Bird Cage	7/12/2015		6,229.00	0.00
Hawarden Reserve Committee - Soft Fall Bark	4,500.00	TNZGrowing Products	8/12/2017		4,500.00	0.00
<b>Unallocated Funds</b>						
2015-2016 Contestable Fund	999.66					
2016-2017 Contestable Fund	2,333.33					
2017-2018 Contestable Fund	2,333.33					
	<u>5,666.32</u>					5,666.32
<b>TOTALS</b>	<b>143,833.33</b>				<b>136,533.00</b>	<b>7,300.33</b>

## Funded by:

2007-2008-2009 Contestable Fund	30,000.00
Transfer from Land Subdivision Fund	7,000.00
Hurunui Gateways Promotions Donation (9/9/11)	1,000.00
2009-2010 Contestable Fund	12,500.00
2010-2011 Contestable Fund	8,333.33
2011-2012 Contestable Fund	16,666.67
2012-2013 Contestable Fund	16,666.67
2013-2014 Contestable Fund	16,666.67
2014-2015 Contestable Fund	10,000.00
2015-2016 Contestable Fund	8,333.33
2016-2017 Contestable Fund	8,333.33
2017-2018 Contestable Fund	8,333.33
	<u>143,833.33</u>

# HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hurunui Community Committee  
 Report Prepared by: Stephanie Chin, Policy Planner  
 Date: 22 August 2018  
 Significance Level: High

## Consultation on the Proposed Three Waters Services Bylaw, Three Waters Services Policy & Backflow Prevention Policy

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**Recommendation** THAT THE INFORMATION BE RECEIVED.

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**Executive Summary**

- The Council approved the Proposed Three Waters Services Bylaw, Three Waters Services Policy & Backflow Prevention Policy for consultation at the 31 May 2018 Council meeting.
- Consultation started on 1 August 2018 and closes on 1 October 2018. During this time members of the public can make submissions on the proposed documents.
- This report summarises the provisions that are proposed.

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**Purpose of report** The purpose of presenting this report is so that committee members are aware of the consultation on the Proposed Three Waters Services Bylaw, Three Waters Services Policy & Backflow Prevention Policy, and can gain an understanding of:

- how the documents were developed;
- the implications of the proposed documents;
- who to direct members of the public to for further information.

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**Background and development of documents**

*Development of the Proposed Three Waters Services Bylaw & Policy:*

In 2016 Council Officers identified a need to develop rules around a number of issues that were affecting the Three Waters Services networks, including the following:

- the effective control and management of the water supply network;
- the effective control and management of the wastewater network, including the management of trade waste;
- the effective control and management of the stormwater and land drainage network.

Council Officers have developed a Proposed Three Waters Services, and an accompanying policy, to effectively and comprehensively manage these services. The Proposed Three Waters Services Bylaw and Policy were workshopped with the Infrastructure Working Group during the drafting

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process.

*Managing backflow prevention:*

The Council has a responsibility to provide safe drinking water. One of the main risks to the drinking water supply is backflow, which is the unplanned reversal of water into the water supply network. This could mean contaminants can make the water that the Council provides unsafe to drink.

The Council's Water Safety Plans specify that a Backflow Prevention Policy will be developed and applied to manage the risk identified.

Council Officers have developed the Proposed Backflow Prevention Policy and this was workshopped with the Infrastructure Working Group during the drafting process. The policy is being consulted on at the same time as the Three Waters Services documents.

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**What is proposed?**

The documents propose new provisions, including the following:

- *Restricted water supply schemes* – there will be a new requirement for a minimum of three days' water storage, which is to be provided within 24 months of the bylaw coming into force.
  - *On demand water supply schemes* – all on demand water meters will be read annually.
  - *Backflow prevention devices* – these will be required to be installed at the point of water supply, based on the type of risk posed and as assessed on a case-by-case basis:
    - High risk properties (e.g.: farms, industrial premises, commercial premises) – existing properties will be required to have a device installed within 24 months of the bylaw coming into force, with new connections to have this immediately.
    - Medium risk properties (e.g.: food premises, beauty and hairdressing salons) – existing properties will be required to have a device installed within 12 months of the bylaw coming into force, with new connections to have this immediately.
    - Low risk properties (e.g.: residential properties) – devices will be installed by the Council over the next few years.
  - *Stormwater* – it is proposed for consumers to be responsible for the drainage on your property, including maintaining gutters, pipes and soakpits.
  - *Wastewater* – the proposed rules require consumers to better manage their wastewater connection.
  - *Trade waste* – the Council is proposing to introduce rules over the disposal of trade waste to the wastewater network. This will affect businesses who discharge non-compliant trade waste to the wastewater network.
  - *Swimming pools and spa pools* – the Council is proposing rules to manage the filling and emptying of pools, for both domestic and commercial use.
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**Further information**


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The consultation documents are available on the Council's website.

<http://www.hurunui.govt.nz/news-and-views/have-your-say/>

This includes easy-to-read guidance documents on the different topics:

- [Consultation Guidance on Water Supply \(Restricted\)](#)
- [Consultation Guidance on Water Supply \(On Demand\)](#)
- [Consultation Guidance on Water Supply – How to Connect to the Water Supply](#)
- [Consultation Guidance on Backflow Prevention](#)
- [Consultation Guidance on Stormwater](#)
- [Consultation Guidance on Wastewater](#)
- [Consultation Guidance on Trade Waste](#)
- [Consultation Guidance on Swimming Pools and Spas](#)

Any queries can be directed to:

- David Perry – Three Waters Assets Engineer (03 314 0036, david.perry@hurunui.govt.nz) or
  - Stephanie Chin – Policy Planner (03 314 0080, stephanie.chin@hurunui.govt.nz).
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**Significance  
Consideration**

*Significance level for presentation to this committee:*

While the presentation of this report to this committee is for information purposes, the report is considered to be of high significance, given the potential impacts on the public (discussed in more detail below).

*Significance level when considered by the Council:*

When the proposed documents were presented to the Council for consideration the significance level was deemed to be high for the following reasons:

- Under the Significance and Engagement Policy the Three Water services are all deemed to be strategic assets. The proposed bylaw affects the management of these strategic assets.
  - The proposed bylaw introduces a number of new provisions that will be required to be implemented by consumers, which are not currently required by the Council. These include the requirement for Trade Waste approvals; the requirement for risk-management backflow prevention devices to be installed and the requirement for three days storage for consumers on restricted water supply schemes. As such, it is expected that the proposed bylaw will generate a high level of public interest for those affected.
  - As discussed above, there will be resourcing requirements around the implementation of the bylaw and working with consumers to educate and help them become compliant. As this is likely to have a financial impact for the Council, this is considered to be a significant decision.
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*S.E.L Chin*

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**Report Prepared by:** Stephanie Chin  
Policy Planner

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**Report Reviewed by:** David Edge  
Manager Infrastructure Services – Assets

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**Officer in Attendance:** The Team Leader – Three Waters Assets and the Three Waters Assets engineer will be in attendance to speak to this report.

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## Hurunui Community Committee Action Sheet

Item	Meeting date	Name of Item	Action Required	Actioned By/ Manager	Status of Action
1	July 2014	Committee information items	Invite the Waste Management Officer to speak at a future meeting	Secretary	
2	October 2015	Street Cleaning contract	Ask for the Contracts to be reviewed and to include Spraying of the drain on High Street Hawarden.	Alex Makogon	One Contract completed and one still to be done.
3	February 2017	Availability of water for fire fighting	Contact Bede Crean to discuss this.	Dan Harris	Information report going to September Infrastructure Committee.
4	October 2017	Tenterden Street Speed Hump	Yellow lines to be extended.	Committee	Review this in 6 months.
5	February 2018	Tenterden Street	Repairs to footpath at School bus stop		Advised Team Leader Roothing of the decision to go ahead with this work.
6	June 2018	Welcome signs	Report back to the Committee in August on options for Village Welcome signs	Lominga	Report in Agenda
7	June 2018	Water runoff	Look at the runoff water on the south side of the Cenotaph in Waikari and also by the school in Waikari.	Dan	Issue found – waiting for better ground conditions.
	February 2018	Village Green – removal of Desert Ash trees.	To be reviewed in April 2019	Committee	
	April 2018	Sumps in Tenterden Street	Review the sump cleaning in Tenterden Street in April 2019	Committee	

HURUNUI DISTRICT COUNCIL  
**MEETING REPORT**



**SECRETARY REPORT COVER**

To: Hurunui Community Committee

Date: 22 August 2018

**Correspondence**

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Executive Summary      Copies of correspondence received and sent are attached for the Committee's information.

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Appendices              Outwards – Nil

Inwards – I Thornley  
                 K Yorston

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Report Cover  
Prepared by:

A handwritten signature in black ink, appearing to read 'Maree Hare'.

Maree Hare

Committee Secretary

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Mr Keith Yorston  
P O Box 24  
Hawarden

28 June 2018

Dear Keith

At the recent Hurunui Community Committee meeting it was noted that you are mowing some areas of grass in Hawarden at no cost to the Community and the Committee asked that I write and thank you for this.

At this meeting the Committee were considering the renewal of the mowing contract for the Hawarden Waikari area and it was noted just how much your generosity helps in cutting the costs for the committee.

We are aware that you have done this for some time and the Committee want you to know just how much this work is appreciated.

Thank you.

A handwritten signature in black ink that reads "Maree Hare".

Maree Hare  
Committee Secretary

DDI 03 314-0111

Email [Maree.hare@hurunui.govt.nz](mailto:Maree.hare@hurunui.govt.nz)





Mr Ian Thornley  
20 Denham Tce  
Waikari

28 June 2018

Dear Ian

At the recent Hurunui Community Committee meeting it was noted that you mow the Waikari Domain and Reserve at no cost to the Community and the Committee asked that I write and thank you for this.

At this meeting the Committee were considering the renewal of the mowing contract for the Hawarden Waikari area and it was noted just how much your generosity helps in cutting the costs for the committee.

We are aware that you have done this for some time and the Committee want you to know just how much this work is appreciated.

Thank you.

A handwritten signature in black ink that reads "Maree Hare".

Maree Hare  
Committee Secretary

DDI 03 314-0111

Email [Maree.hare@hurunui.govt.nz](mailto:Maree.hare@hurunui.govt.nz)

## Hurunui Community Committee Action Sheet

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# HURUNUI DISTRICT COUNCIL MEETING REPORT



## SECRETARY REPORT COVER

To: Hurunui Community Committee

Date: 22 August 2018

### Council Updates

**Executive Summary** Brief updates from recent Council meetings are provided for the information of the Hurunui Community Committee

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Appendices

- 28 June 2018
- 26 July 2018

A handwritten signature in black ink, appearing to read 'Maree Hare'.

Report Cover Prepared by: Maree Hare  
Committee Secretary

### **Council Meeting Update – 28 June 2018**

Below is a brief summary of the reports and discussions from the 28 June 2018 Council meeting. The meeting agenda can be viewed on the Council website at the link below:

<http://www.hurunui.govt.nz/your-council/meeting-calendar/> (scroll between months and click on the relevant meeting to access agendas.)

#### **Precedence of Business**

The following items were left to lie on the table at previous meetings and were required under Standing Orders to be dealt with by the Council first.

- **Potential Purchase of Hurunui Water Project Shares (deferred from the 17 May 2018 meeting)**  
The Council agreed that the report “Potential Purchase of Hurunui Water Project Shares” continue to lie on the table.
- **Communication Strategy (deferred from the 31 May 2018 meeting)**  
The Council agreed that the report “Communication Strategy” be deferred until after a councillors workshop on this matter on 5 July 2018.
- **Approval of Water Liaison Committee Members (deferred from the 31 May 2018 meeting)**  
The Council agreed that the report be dealt with as it appears in the agenda for this meeting.

#### **Adoption of the Long Term Plan 2018-28**

The Council has been developing its Long Term Plan (LTP) over the past nine months. A consultation document was developed as the primary consultation tool for the LTP and submissions were invited in April and May 2018. The Council heard and deliberated on the submissions received on 15 and 16 May and confirmed its decisions at its meeting on 31 May 2018.

The Council has a statutory requirement to review its LTP each three years. The report explained the final step in the review process and that the Council is required to finalise its LTP by the end of June 2018. The LTP would take effect from 1 July 2018. The final LTP reflects all of the decisions the Council made after considering submissions on the draft plan’s proposals. There were two further items to allow for that were considered by the Council at its 31 May 2018 meeting after the Council endorsed the decisions of the submissions hearing and set the rate increase strategy:

- The cost for the Gabion Wall for the Hanmer Springs Rogerson Intake of an estimated \$45,540, to be funded from savings derived from other Water Budgets for the 2017-18 year, so there will be no direct effect on the LTP as a result.
- The proposed cost of \$481,292 for the purchase and installation of LED Street Lights was split between the 2017-18 and 2018-19 years and the New Zealand Transport Agency (NZTA) subsidies of 85% allowed for also. The resulting Local Share of \$72,193.80 will be funded through Internal Debt and repaid over the life of the ten year plan. There is no change to the rate increase and the Capital Statement for Roading is now forecast to end the ten years at a balance of \$5,174,827 of funds on hand.

The Local Government Act requires the Council to note its intended deficit and resolve that it is a prudent approach to take. This resolution should precede the adoption of the Long Term Plan and an amended deficit figure to that provided in the agenda report was circulated. The Council resolved that as it is budgeting to record an operating deficit of \$262,998 for the 2018-2019 year, that it is financially prudent to do so, pursuant to section 101(1) of the Local Government Act 2002.

The Council adopted its Long Term Plan 2018-2028 as circulated, subject to the inclusion of the changes tabled by officers and discussed in the meeting.

The Council noted that officers had done an enormous amount of work on the LTP and expressed its appreciation of their excellent work.

### Setting of Rates for 2018-19

Under the Local Government (Rating) Act 2002, the Council is required to resolve to set rates for the forthcoming year. The Council approved the rates level in approving the Funding Impact Statement, which formed part of the Annual Plan. Appendix A to the agenda report scheduled the rates resolution. Pursuant to section 23 of the Local Government (Rating) Act, the Council passed the rates resolution as detailed in the amended Appendix A tabled at the meeting, with changes agreed in the meeting.

### Policy for Rates Remissions for Earthquake-Affected Properties

As a result of the Hurunui-Kaikoura Earthquakes, the Council adopted an interim rates remission policy that covered the period from 14 November 2016 through to the end of the 2016-17 rating year. The policy was extended for a further year. There are still a number of properties that have the Section 124 notice applied to them and as a result, the policy will need to be extended for a further period. The previous policy allowed for a 100% remission for the period that the dwelling was uninhabitable. It is proposed for the 2018-19 year that the value of the damaged improvements be deducted from the Capital Value and the rates be recalculated on that basis. In addition, if the property is assessed as dangerous or insanitary, then the property owner will not be receiving services for Water, Sewer or Refuse Collection and as a result, the services rates should be remitted as well. The Council adopted the attached Rates Remission Policy on Properties Affected by the Hurunui-Kaikoura Earthquake.

### Adoption of Fees and Charges 2018-19

Each year, the Council's fees and charges are reviewed and publicised so that the public can provide feedback or submissions on the revised fees. The amended fees and charges were presented to the Council to adopt for the 2018-19 year. Very few submissions were received in relation to the fees and charges. All residents of the Council's social housing stock were visited in person by the Council's Property Manager and three of those residents submitted, with two being in support of the increased rents and one commented that the Council needed to take care with increases, as it did have an impact on those who relied on a small fixed income. The Hurunui Community Committee requested that the Scout Den hire increase from \$25.00 to \$30.00.

The Council adopted the Fees and Charges schedule for 2018-19, subject to a minor correction noted in the meeting.

### Approval of Water Liaison Committee Members

The Council approved the individual members of the Water Liaison Committee, who are appointed as representatives of various bodies, as detailed in the table below. The Council approved two representatives of the Waimakariri District Council as an exception to the committee's approved membership.

Organisation/Group	Representative
Amberley/Ashley Water Advisory Group (WAG)	Michael Ward
Amuri Plains WAG	Andrew Wright
Cheviot Ward Committee	Don Anderson
Culverden Township WAG	Shane Boyd
Hurunui Rural WAG (Water Liaison Committee Chair)	Keith Berry
Glenmark Ward Committee	Geoff Taylor
Hanmer Springs Community Board	Mary Holloway
Infrastructure Committee Chair	Vince Daly
Hurunui Community Committee	Pete Black ( <i>Karen Armstrong as alternate</i> )
Mayor	Winton Dalley
Waiau Rural WAG (Chair)	Bob Kingscote
Waiau Township WAG (Chair)	Jim Wood
Waimakariri District Councillor	Paul Williams
Waimakariri District Council Representative #2	Chris Prickett

### **Partial Road Stopping and Legalisation – Hanmer Springs**

An application was received from Monteath Family Trust Limited at 355 Woodbank Road and New Zealand Property Trust Nominees Limited at 163 Woodbank Road to stop the unformed legal road that traverses their properties. The report was to seek the Council's approval to this request and for officers to start the road stopping and legalisation process.

The Council approved the stopping and subsequent sale of the portion of unformed legal road that traverses the properties owned by New Zealand Rural Property Trust Nominees Limited at 163 Woodbank Road, Hanmer Springs and Monteath Family Trust at 355 Woodbank Road, as identified in map A attached to the agenda report. The Council resolved that any road stopped be amalgamated with the title of the adjoining property. The Council instructed officers to proceed with the road stopping and legalisation process, any subsequent sale of the land and to sell the land at valuation or within a price range that the Chief Executive Officer determines to be appropriate.

### **Revocation of Fire Prevention Bylaw**

The Fire and Emergency Management Act 2017 shifted the Rural Fire responsibilities previous held by the Council to Fire and Emergency New Zealand (FENZ). The Fire Prevention Bylaw 2014 was the regulatory mechanism the Council used to fulfil its requirements. With the introduction of the Act, the bylaw has been superseded and is now redundant. Prior to revoking a bylaw, the Council is required to consult FENZ; a summary of this consultation was provided to the Regulatory Committee meeting on 14 June 2018. The Council may revoke the bylaw by making a resolution to do so and giving public notice of the decision. The Council revoked the Fire Prevention Bylaw 2014.

### **Approval of Youth Council Member**

Bradley White from Waikari was put forward as a new Youth Council representative due to the resignation of a previous member. In accordance with the Youth Council Terms of Reference and Delegations, the Council approved Bradley White as a member of the Youth Council for 2018.

### **Earthquake Infrastructure Recovery, Water and Sewage – Update**

The Council received an update on the Earthquake Recovery progress for water and sewage. A supporting oral update was provided at the meeting. In summary the following was noted:

- Condition Assessments of below-ground damaged water and sewer assets are still underway.
- Various on-going above-ground and below-ground repairs are currently underway and other repairs are currently still in planning stage for imminent repair.
- Negotiations with the above-ground insurer were finalised and payment received by the Council.
- Negotiations with the below-ground insurers (Local Authorities Protection Programme (LAPP) and Crown) are still underway, with a drive to provide supporting evidence of infrastructure damage sustained.

### **Insurance Renewals for 2018-19**

The Council's current insurance policies are due to expire on 30 June 2018 and Management is in the process of renewing the policies for the 2018-19 year. This report was previously tabled at the Finance, Audit and Risk Committee meeting on 21 June 2018, however the final proposal was not available for that meeting. The Council received the information regarding the insurance renewals.

### **Hurunui-Waiiau Zone Committee Update**

The Council received an update on the recent activity of the Hurunui-Waiiau Zone Committee.

### **Reports from Committees**

The Council received the reports from the May and June meetings of the Public Services, Regulatory, Finance, Audit & Risk and Infrastructure Committees.

### **Council Meeting Update – 26 July 2018**

Below is a brief summary of the reports and discussions from the 26 July 2018 Council meeting. The meeting agenda can be viewed on the Council website at the link below:

<http://www.hurunui.govt.nz/your-council/meeting-calendar/> (scroll between months and click on the relevant meeting to access agendas.)

#### **Precedence of Business: Potential Purchase of Hurunui Water Project Shares (deferred from the 17 May 2018 meeting)**

This item was left to lie on the table at the previous meeting and was required under Standing Orders to be dealt with by the Council first. The Council resolved that the report “Potential Purchase of Hurunui Water Project shares” continue to lie on the table. The Council agreed that the information and advice collected at this stage by the Chief Executive Officer, as requested at the 17 May 2018 Council meeting, be separately circulated to councillors now.

#### **Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2011**

The Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2011 is required to be reviewed before 18 December 2018, as a result of the Local Government (Alcohol Reform) Amendment Act 2012 which introduced changes for bylaws made under section 147(2) of the Local Government Act 2002 (LGA). The LGA gives the Council authority to control the consumption and possession of alcohol in public places and it can create ongoing alcohol bans or ban alcohol for one-off special events in public places. The aim of the bylaw is to control the consumption of alcohol in those situations where the Council is concerned that the possession of alcohol may result in disorderly behaviour and criminal offending. As the name of the bylaw suggests, it only applies to Hanmer Springs Township and Gore Bay Township and only from 7.00pm on New Year’s Eve until 7.00am the following day.

The Council determined that in regards to the Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2018: a bylaw is the most appropriate way of addressing the perceived problem; the bylaw is the most appropriate form of bylaw and does not give rise to any implications under the New Zealand Bill of Rights Act 1990; the bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990; the bylaw can be justified as a reasonable limitation on people's rights and freedoms; a high level of crime or disorder (being crime or disorder made worse by alcohol consumption in the area concerned) is likely to arise in the area to which the bylaw is intended to apply, if the bylaw is not made, and the bylaw is appropriate and proportionate in the light of that likely crime or disorder.

The Council adopted the Statement of Proposal for public consultation as attached to the agenda report.

#### **Council’s External Communication Strategy**

A new strategy has been developed for communication and was presented to the Council for adoption. The Council has never previously had a communication strategy. Communication is one of the five focus areas in the Council’s Strategy adopted in 2017 and the Communication Strategy is one of the various actions and activities that have taken place to boost the Council’s communication as the result this focus. The Council adopted the External Communication Strategy, as attached to the agenda report and subject to the changes agreed in the meeting.

#### **Replacement of two quad bikes with side by side ATVs**

To address multiple health and safety conditions (for safety of the worker and security to the water supply) the Council is working with a more team-oriented focus. The current quad bikes are able to carry only one person and a limited amount of equipment. Side-by-side ATVs have the advantage of dual seating, rollover protection, seat belts, load carrying ability and greater towing capacity. The recommendation was that ATVs replace the quad bikes.

The Council agreed to the proposal in the agenda report and included an amendment that the Chief Executive Officer be delegated authority to replace the fleet of three quad bikes with side-by-side ATVs, which will include the replacement of a trailer.

### **Draft Freedom Camping Bylaw Submissions Hearings and Decisions**

At the close of the submission period on 2 July 2018, 18 submissions were received. Two late submissions were received and it was recommended that one be accepted. Six submitters requested to be heard. The key concerns raised by submitters were grouped into 11 broad categories: National issues; Intent of the Freedom Camping Act; Social impact; Waste; Traffic; Economic impact or benefits; Hanmer Springs; Restrictions; Enforcement; Mapping; and Communication and signage. The submitters heard at the Council meeting were:

- New Zealand Motor Caravan Association
- Ross and Claudine Barnes
- The St James Premium Accommodation Ltd & The Hanmer Springs Accommodation Providers Group
- Jane Demeter
- Don Putan.

The Council agreed to accept the late submission of Jane Demeter but did not accept the very late submission of the Hanmer Springs Business Association. The Council heard the submitters present at the meeting and agreed it had considered and given due weight to all submissions received on the proposal. The Council agreed to make the Freedom Camping Bylaw, including the recommended changes agreed at the meeting.

### **Resident Ratepayer Satisfaction Survey**

Most years the Council undertakes a resident ratepayer satisfaction survey. This year's survey was undertaken in June 2018 and the findings discussed in the report. The information was received.

### **Remuneration Authority Correspondence – June 2018**

The Council was provided with recent correspondence from the Remuneration Authority outlining the remuneration setting process for Local Authority Elected Members to be implemented post the 2019 elections. The Council received the information.

### **Christmas and New Year Closure Dates**

This year, the statutory holidays fall on a Tuesday and Wednesday in respect to Christmas Day, Boxing Day, New Year's Day, and 2 January. The Council offices and outlying libraries and service centres will be closed as follows:

#### ***Amberley Council Office:***

- *close from 3pm on Monday, 24 December*
- *return to normal hours from Thursday 3 January 2019*

#### ***Amberley Library, Hanmer Springs and Cheviot service centres/libraries:***

- *close at 3pm on Monday, 24 December*
- *closed on statutory holidays*
- *return to normal hours from Thursday 3 January 2019*

#### ***Hawarden Library and Amuri service centre/library:***

- *closed from Monday, 24 December*
- *return to normal school holiday hours from Monday, 7 January 2019*

Council staff will take annual leave for the three 'normal' days in between Christmas and New Year. As in previous years, staff will be on call to provide essential services and emergency backup. Call Care, the Council's answer service, will continue to take all calls to the Council throughout this period. Customers will dial the usual Council phone numbers or email addresses for service.

### **Hurunui-Waiiau Zone Committee Update**

The Council received an update on the recent activity of the Hurunui-Waiiau Zone Committee.

### **Reports from Committees**

The Council received the reports from the Public Services Committee on 12 July 2018 and the Finance, Audit & Risk and Infrastructure Committees, which met on 19 July 2018.



# HURUNUI DISTRICT COUNCIL MEETING REPORT



## SECRETARY REPORT COVER

To: Hurunui Community Committee

Date: 22 August 2018

### Minutes from Reserve Advisory groups within the Hurunui Community

**Executive Summary** Minutes from recent meetings of the Reserve Advisory Groups within the Hurunui area are provided for information of the Hurunui Community Committee

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**Appendices**

- Minutes as provided by the Waikari Reserve Advisory Group

A handwritten signature in black ink, appearing to read 'Maree Hare'.

**Report Cover  
Prepared by:** Maree Hare  
Committee Secretary

WAIKARI HALL & RESERVE ADVISORY GROUP

General Meeting

Monday 16<sup>th</sup> July 2018

Meeting opened: 7.00 pm

Present: Mel Ruck, Michelle Fletcher, Colin Twose, Bruce Lilley, Michele Philp

Apologies: Marie Black, Don and Karen Munro

Minutes of last meeting read and confirmed. Michele P/ Bruce

Business arising:

OCS charge to still getting sorted

Fence has had its last coat of stain

Boundary Fence still to be done

We are going to wait until spring time to get the bark for the playground and work in with Hawarden to share the load

The community service hours fun out in 2/3 weeks but Mel has got a lot done around our village so far.

Aaron Strong from Versatile got back to us and his answer at this stage is There are so many things we must get right with the new building for the HDC to approve the build. Architectural plans would need to happen as it needs to be built to a commercial building specification.

Hall report: The hall bookings have been very quiet over the last month. The hall has been sprayed for spiders and fly's and the mess cleaned up from all the dead cluster fly's. Mel also got the 2 people with community service hours to clean away all the cobwebs.

Camp Report: Karen & Don are not living on site now and travelling each day to do the cleaning etc. They are thinking of putting a portable hut down by the beat board and run power from the scout Den.

### General Business:

We received an Environment grant from Main power for \$500.00. We have spent this on plants from Hurunui natives which have been planted on the West bank. Mel is going to send a photo to Mare with the acceptance letter.

We are still having major problems with the recycling bins. Marie and Mel are going to have a meeting with Rob Ellis (NZ Police) to sort our security cameras and see what else we could do. A wee article will be put in the local paper to say if this carries on the bins will be removed which will be a shame when it is only 2 or 3 people being inconsiderate to the whole village. The rubbish collection men have now refused to take the bins away at this stage unless they have the correct recycling in them.

Mel will take the rough cost for the new camp rebuild to the Hurunui Community Committee and get their thoughts. This will be just for the new building and no clearing of the site.

Mel has an electrician coming to see about this power going from the scout den. He said if an extension cord is longer than 10mtrs that it will not work and, we don't want a cord like this near the play area.

Volunteers working on council land will soon need to fill out health and safety info before commencing any work

Meeting closed 8.00pm

Next meeting Wednesday 5<sup>th</sup> September

## Significance and Public Engagement Consideration

### (Guidelines from Hurunui District Council's 'Significance and Engagement' Policy)

The Council, in considering each matter, must be:

- a. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decisions.
- b. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

### Questions

- a. Does the Council have sufficient information about the issue, proposal, decisions or other matter?
- b. Does the issue, proposal, decisions or other matter:
  - Affect all or a large portion of the community in a far-reaching way?
  - Have a potential impact or consequence on the affected persons (being a number of persons) that is substantial?
  - Have financial implications on the Council's resources that would be substantial?
  - Generate (or would be expected to generate) a high degree of controversy?
  - Have any impact on Council's capacity to undertake its statutory responsibilities?
  - Fail to flow logically or consequentially from a decision in the Council's Long Term Plan?

### Significance Evaluation

Council officers preparing these reports will have regard to Council's policy on significance. Councillors will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless the Council explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

### Engagement Consideration

Council officers preparing these reports will also have regard to appropriate public engagement according to the level of significance. Officers will use the Engagement Spectrum shown in the table below alongside the Significance and Engagement Policy to help identify and recommend the engagement level.

Engagement Spectrum				
Inform	Consult	Involve	Collaborate	Empower
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives and/or decisions	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution	To place final decision making in the hands of the public

<b>Committee Name</b>	<b>HURUNUI COMMUNITY COMMITTEE</b>
<b>Type of Committee</b>	Council Committee
<b>Subordinate to</b>	Council
<b>Subordinate Committees</b>	Nil.
<b>Legislative basis</b>	Committee reconstituted by the Council as per Schedule 7, Section 30 (1) (A), LGA 2002 Committee delegated powers by the Council as per Schedule 7, Section 32, LGA 2002
<b>Membership</b>	The Mayor Local Councillor (1) Representatives from the following committees: <ul style="list-style-type: none"> <li>• Hawarden Hall and Reserve Committee (1)</li> <li>• Waikari Hall and Reserve Committee (1)</li> <li>• Hurunui Racecourse Reserve Committee (1)</li> </ul> Independent members (5 selected via advertised nomination process)
<b>Delegations</b>	Where funded by ward (amenity) rates, the Council delegates local policy determination in respect of: <ul style="list-style-type: none"> <li>• Recreation reserves (in consultation with Local Reserve Advisory Groups) including the Waitohi Reserve</li> <li>• Ward beautification</li> <li>• Stormwater</li> <li>• Footpaths</li> <li>• Street lighting</li> <li>• Township maintenance</li> <li>• Public halls (where no hall committee exists)</li> </ul> To prioritise and recommend to Council future capital development on reserves as part of the Long Term Plan development. To consider disbursement and recommend expenditure from the reserves funding account in accordance with the priorities identified in the Long Term Plan and the Reserve Management Plan's individual reserve policy.
<b>Limits to Delegations</b>	Matters that must be processed by way of recommendations to the Council include: <ul style="list-style-type: none"> <li>• Township public toilets</li> <li>• Waikari and Horsley Downs Cemeteries</li> <li>• Pensioner flats</li> <li>• Roding</li> <li>• Temporary road closures</li> <li>• Local civil defence</li> <li>• Waste management</li> <li>• Noxious plants and Pest destruction (<i>Recommendations to the Council for consideration of referral to the Canterbury Regional Council.</i>)</li> </ul>