



**HURUNUI**  
*District Council*

# Hurunui Community Committee

## AGENDA

FOR THE ORDINARY MEETING TO BE HELD ON:

**WEDNESDAY 24 OCTOBER, 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 24 OCTOBER 2018 at 7.30 PM

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>		
1.	<b>Minutes of previous meeting:</b> Confirmation of the Minutes from the 22 August 2018 meeting.		2 - 5
2.	<b>Decision Items:</b> 2.1 Meeting dates 2019	Low	6 - 7
3	<b>Discussion Items:</b> 3.1 Financial Report to end September – to be circulated when available		
4	<b>Information Items:</b> 4.1 Annual Playground Maintenance 4.2 Correspondence: Outwards: Hawarden Waikari Lions Nigel Fletcher 4.3 Action Sheet 4.4 Council Updates 4.5 Youth Council updates 4.6 Reports from the Reserve Advisory Groups	Low	8 – 10 11 – 13  14 15 – 19 20 – 24 25 – 30
5	<b>Urgent Business</b>		
6	<b>Next meeting</b> – 27 February 2018		

# HURUNUI DISTRICT COUNCIL MINUTES



**Meeting** Hurunui Community Committee  
**Time and Date** Wednesday 22 August, 2018 at 7.30 pm  
**Venue** Waikari Hall, Princes St, Waikari  
**Agenda** <http://www.hurunui.govt.nz/your-council/meeting-calendar/>

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<b>Members Present</b>	K Armstrong (Chairperson) Cr M Black, H Hartnell, M Ruck, P Black, A McKnight
<b>In Attendance</b>	Maree Hare (Committee Secretary) Bradley White (Youth Council) Part meeting – Joanne Laphorne ( Team Leader Finance), Lomiga Va’aelua (Asset Engineering – Roading), David Perry (Three Waters - Asset Engineer)
<b>Health and Safety Briefing</b>	The Chairperson advised of the Exits and Assembly point to be used in the event of an emergency.
<b>Apologies</b>	Mayor Dalley, B Crean, T Bamford, G Millar and B Cassidy THAT THE APOLOGIES BE ACCEPTED. Chair <span style="float: right;">CARRIED</span>
<b>Absent</b>	Nil
<b>Conflict of Interest Declarations</b>	K Armstrong - Item 4.1 Consultation on the proposed Three Waters Services Bylaw, Three Waters Services Policy and Backflow Prevention Policy
<b>Urgent Business</b>	<ul style="list-style-type: none"> <li>• Mowing on the Hawarden Waikari Road</li> </ul>
<b>Minutes</b>	<p>The Chairperson welcomed Bradley White from the Youth Council to the meeting and it was agreed that it would be valuable for Bradley to attend meetings when he is able.</p> <p>THAT THE MINUTES OF THE ORDINARY MEETING HELD ON 27 JUNE 2018 ARE SIGNED AS A TRUE AND ACCURATE RECORD OF THAT MEETING.</p> <p>Ruck/McKnight <span style="float: right;">CARRIED</span></p> <p>Business Arising:</p> <ul style="list-style-type: none"> <li>• The Chair noted that the Hawarden Waikari Lions maintain an area in Hawarden and suggested that this should be acknowledged.</li> </ul>

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THAT A LETTER OF THANKS BE SENT TO THE HAWARDEN WAIKARI LIONS  
THANKING THEM FOR THE WORK THEY DO IN MAINTAINING AN AREA  
AROUND THE VILLAGE GREEN IN HAWARDEN.

Hartnell /Ruck

CARRIED

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## 1. DECISION ITEMS

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### 1.1 Entranceway sign into Hawarden Village

The report from the Asset Engineer - Roading provided suggestions for location, style and costs for the proposed entranceway signs into the Hawarden Village. The report advised that two price options have been obtained from Wood 'n Steel of Woodend for the suggested sign style and assured the committee that he can secure 50% funding for a sign from NZTA under Road Safety Calming.

The meeting considered the report and noted the following –

- A second design for the sign was tabled and the Officer advised that it would be the same price as the first design.
- The meeting noted that there are more than two entranceways to Hawarden and it was agreed that the signs be put on O'Carrolls Road and the Hawarden Hurunui Road entrance. It was suggested that further signage could be installed at some other stage.
- The site for the Hawarden Hurunui Road sign was discussed and it was suggested that it be sited on the Hurunui side of the old Railway shed on that road. The committee agreed to carry out a visit to the site prior to the installation of the sign.
- The Officer confirmed that 50% funding is available through the NZTA Road safety calming and it should also be available for the Waikari signs except for the one to be sited on SH7 because this is a State Highway.
- In response to a question regarding the speed limits signs in relation to the Village sign the Officer advised that the village sign is to raise awareness that drivers are approaching a village.
- The meeting agreed that the second design with the curved top would be used and that the wording will say Welcome to Hawarden Est. 1883.
- The meeting agreed that the first option which includes the sign, posts, brackets, fixings and assembly is the preferred option.
- Noted that the funding required will come from the Amenities account.
- In response to a query re the establishment date of Hawarden Cr Black advised that she had sought confirmation of the date from local identities in the area but would check this again.

THAT THE HURUNUI COMMUNITY COMMITTEE APPROVES OPTON ONE FOR  
THE PURCHASE AND INSTALLATION OF TWO CURVED TOP VILLAGE SIGNS  
(DESIGN AS TABLED) FOR HAWARDEN AT A PRICE OF \$2480 plus GST

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INCLUDING INSTALLATION.

RUCK/P BLACK

CARRIED

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## 2 DISCUSSION ITEMS

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### 2.2 Financial Report

The Financial Report to the end of June 2018 was considered and the following points noted –

- The end of year accounts have not been finalised as yet but there should not be any significant changes.
- The carry forward amount in the Roadside construction account will be available to the Ward. The District Footpath Maintenance Rate will cover all Trip Hazard work and all maintenance on footpaths going forward.
- P Black and H Hartnell queried the invoicing system in relation to the Hawarden A & P Association and the Officer agreed to investigate this and report back.
- Noted that the Waikari Domain income is up but so is expenditure and there does not appear to be any particular reason for this. M Ruck to discuss with the Officer.
- Contestable fund – a further \$8333 has now been paid into the Contestable Fund account giving a total of \$15,600.
- Noted that the debt for the Waikari Medical centre is reducing.

THAT THE INFORMATION BE RECEIVED.

P Black/Ruck

CARRIED

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## 3 INFORMATION ITEMS

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### 3.1 Consultation on the proposed Three Waters Services Bylaw, Three Waters Services Policy and Backflow Prevention Policy

The report from the Policy Planner advised that Council approved the proposed Three Waters Services Bylaw, Three Waters Services Policy and Backflow Prevention Policy for consultation in May 2018.

Consultation started on 1 August 2018 and closed on 1 October and during this time members of the public can make submissions on the proposed documents.

The Report was provided to make the committee aware of the proposed policies and the consultation process associated with them.

The Meeting considered the report and noted the following –

- Council have signed off the consultation process and explanatory pamphlets were tabled for the information of the community/ consumers.
  - The committee cannot submit to the process as a committee however any committee member can submit as individuals.
  - Council is aware there is a potential cost for compliance and have allowed for a 24 month timeframe to comply.
  - A public Information evening is to be held in the Waikari Hall on
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Wednesday 29 August.

AGREED THAT THE INFORMATION BE RECEIVED.

*The Officers left the meeting at 8.29*

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**3.1  
Correspondence**

Outwards correspondence – I Thornley and K Yorston

THAT THE OUTWARDS CORRESPONDENCE BE APPROVED.

Ruck/Hartnell

CARRIED

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**3.2 Action Sheet**

The Action Sheet was provided for the information of the Committee.

- The Yellow lines at Huruni College – noted that nothing has been done. It was suggested that they need to be at the turnaround area by the hall.
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**3.3 Council  
Updates and  
Councillor  
Report**

Updates from the 28 June and 26 July Council meetings were provided for the information of the committee.

Cr Black updated the committee on the following –

- Freedom Camping Bylaw
  - Regional Pest Management Plan
  - Waikari Tennis/netball resurfacing discussion has begun
  - Work has begun on cleaning the Stormwater drains in Hawarden.
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**3.4 Reports  
from the  
Reserve  
Advisory  
Groups**

Minutes for the Waikari Hall and Reserve Advisory Group meeting on 16 July were provided for the information of the Committee.

M Ruck advised that there have been some issues with people other than Campers using the Recycle Bins at the Waikari Camping Ground. A notice is to go into the local newsletters warning that the bin will be removed if this continues. A camera could be used if required.

M Ruck also reported that she is currently working on a possible source of bark.

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**5. URGENT BUSINESS**

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**5.1 Mowing on  
Hawarden  
Waikari Road**

A McKnight advised that he has arranged for the area of Oak trees to be mown and it will hopefully be done in the very near future.

Cr Black advised the meeting that the Mowing contract tenders are due to be called for and mowing under the Oak trees will be included in this and will be done by the District as part of the contract. The contracts will come back to the Committee for final confirmation.

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**MEETING  
ENDED**

The meeting ended at 9.12 pm.

The next meeting is scheduled for 24 October at 7.30pm.

# HURUNUI DISTRICT COUNCIL MEETING REPORT



**To:** Hurunui Community Committee  
**Report Prepared By:** Maree Hare, Committee Secretary  
**Date:** 24 October, 2018  
**Significance Level:** Low

## 2019 Community Committee Meeting Dates

<b>Recommendation</b>	<p>THAT THE HURUNUI COMMUNITY COMMITTEE APPROVES THE SUGGESTED MEETING DATES FOR 2019 AS FOLLOWS –</p> <p>27 FEBRUARY</p> <p>24 APRIL</p> <p>26 JUNE</p> <p>28 AUGUST</p> <p>The following meeting date is tentative as the Committee has to be approved by the new Council following the Triennial election on 12 October before it can be re-elected..</p> <p>27 NOVEMBER – Triennial (tbc)</p>
<b>Executive Summary</b>	<p>The Committee is requested to consider the suggested meeting dates for 2019.</p>
<b>Background</b>	<p>In 2018 the Committee has met on the fourth Wednesday of every second month and to fit in with other Committees it is suggested that this date continues. The Committee may wish to discuss the option of meeting monthly or alternatively setting a monthly meeting date with the option of cancelling if there are no items for the Agenda.</p>
<b>Discussion</b>	<p>The Community Committee is asked to consider the proposed meeting dates for 2019 which are –</p> <p>27 FEBRUARY</p> <p>24 APRIL</p> <p>26 JUNE</p> <p>28 AUGUST</p> <p>The following meeting date is tentative as the Committee has to be approved by the new Council following the Triennial election on 12 October before it can be re-elected..</p> <p>27 NOVEMBER – Triennial (tbc)</p>



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

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

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**Officer in Attendance:** The report author will be in attendance to speak to this report.

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# HURUNUI DISTRICT COUNCIL MEETING REPORT



**To:** Hurunui Community Committee  
**Report Prepared by:** Josie Hemmings, Service Delivery – Amenities Officer  
**Date:** October 2018  
**Significance Level:** Low

## Annual Playground maintenance report

<b>Recommendation</b>	THAT THE INFORMATION BE RECEIVED.
<b>Executive Summary</b>	This report outlines the maintenance carried out in the Waikari Reserve and Hawarden Reserve playgrounds as per the requirements of the Council's Playground Safety Policy.
<b>Background</b>	<p>The Hurunui Community Committee administers two playgrounds areas located at the Waikari Reserve and Hawarden Reserve.</p> <p>It is Council policy that quarterly maintenance inspections of the district playgrounds are carried out by Council Officers and that an annual report detailing the maintenance carried out is tabled at the relevant Committee meeting.</p>
<b>Maintenance</b>	<p>The Service Delivery – Amenities Officer undertook inspections of the Waikari Reserve and Hawarden Reserve playgrounds in August, November 2017 and February and May 2018. The maintenance carried out is detailed in Appendix 1.</p> <p>Both playgrounds were found to be in a reasonable condition with only minor maintenance issues being noted and attended to by the Reserve Advisory Group members.</p>
<b>Compliance</b>	<p>Waikari Reserve - The Waikari Reserve playground requires topping up to meet the standard of 300mm, the Waikari Advisory Group is organising this for completion by mid November 2018.</p> <p>Hawarden Reserve – There are currently no compliance issues to be addressed.</p> <p>The compliance issue previously addressed with the obstruction of the freefall area under the flying fox has been remediated, with the extension of the bark area.</p>
<b>Capital/Upgrade</b>	The edging around the Waikari Playground is scheduled and budgeted for replacement in year 2 of the LTP, this will be completed shortly in consultation with the Advisory Group.
<b>Significance Consideration</b>	The significance of this decision is Low.

**Appendices**

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1. Schedule of maintenance completed

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**Report Prepared by:**

Josie Hemmings  
Service Delivery – Amenities Officer

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**Report Reviewed by:**



Daniel Harris  
Manager Infrastructure Services - Delivery

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**Officer in Attendance:**

The report author will not be in attendance at the meeting.

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## Appendix 1

HURUNUI AREA			
Waikari Reserve Playground			
Item	Maintenance	Date	Status
Bark	Weeds including deadly nightshade require removal from the playground bark	May-18	Complete
Bark	Requires topping up to meet 300mm	May-18	To be completed by mid November
Edging	A few nails need tapping back down	May-18	Complete
Adventure Equipment	Spray moss on plat form with wet and forget	May-18	To be completed by mid November
Bark	Rake bark under swings	Feb-18	Complete
Swings	Lubricate pivots	Feb-18	Complete
Bark	Remove weeds from bark, and cut back foilage	Nov-17	Complete
Swings	Rake bark under swings	Nov-17	Complete
Adventure Equipment	Tap down nails on Platforms	Aug-17	Complete
Hawarden Reserve Playground			
Edging	Spray weed around outside edging	May-18	Complete
Small Adventure equipmer	Tap down protuding nails	May-18	Complete
Flying Fox	Lubricate runners	May-18	Complete
Swings (Wooden)	Reinstate pulled matting under swings	May-18	Complete
Swings (Child)	Lubricate squeeking pivots	May-18	Complete
Adventure Equipment	Tap down protuding nails	Feb-18	Complete
Swings	Lubricate pivots	Nov-17	Complete
Flying Fox (Compliance)	The flying fox free fall space is obstructed by the hard edging, the hard edging needs to be removed and the soft fall area extended to be compliant to the standard	Aug-18	Complete
Bark/Soft fall	Top up to 300mm	Aug-18	Complete

HURUNUI DISTRICT COUNCIL  
**MEETING REPORT**



**SECRETARY REPORT COVER**

**To:** Hurunui Community Committee

**Date:** 24 October 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 – Hawarden Waikari Lions  
    Nigel Fletcher

Inwards – Nil

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Report Cover  
 Prepared by:

Maree Hare

Committee Secretary

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Hawarden Waikari Lions  
C/- Mr D Black  
P O Box 56  
Hawarden 7348

4 September 2018

Dear Dave

At the recent Hurunui Community Committee meeting it was noted that the Hawarden Waikari Lions Club maintain the Lions Reserve Project 2000 at the entrance to Hawarden at no cost to the Community and the Committee asked that I write and thank your group for this.

At a recent meeting the Committee were considering the renewal of the mowing contracts for the Hawarden Waikari area and during this discussion it was noted just how much the generosity of the Lions Club helps in cutting the costs for the committee. The area you maintain provides a very pleasing entrance to the village of Hawarden and we all appreciate it.

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)



Nigel Fletcher  
78 Armstrongs Road,  
RD 1, Waikari

3 October 2018

Dear Nigel

The Hurunui Ward Committee have asked that I write and thank you for the work you have done around the Oak trees on the Hawarden Waikari Road.

Mowing the roadside along the Oak Trees has made an amazing difference to the road linking the two villages and was something the Committee have wanted to do for some time.

The Committee are all very aware that mowing that area was not the easiest job and we are all very grateful to you for doing it so well.

Many thanks Nigel – your generosity is appreciated.

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

Maree Hare  
Committee Secretary

DDI 03 314-0111 | Mobile 0278086157  
Email [maree.hare@hurunui.govt.nz](mailto:maree.hare@hurunui.govt.nz)

## 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	Yellow lines to be extended, speed hump to be extended	Dan Harris	
5	February 2018	Tenterden Street	Repairs to footpath at School bus stop	Dan Harris	
6	June 2018	Welcome signs	Report back to the Committee in August on options for Village Welcome signs	Lominga	Sign option accepted – waiting for installation
7	June 2018	Water run off	Look at the runoff water on the south side of the Cenotaph in Waikari and also by the school in Waikari.	Dan Harris	Will be resolved by the drain maintenance team by 3/9/18
	August 2018	Establishment date of Hawarden	Recheck the correct date for the village sign.	Cr Black	Confirmed Hawarden was established in 1883
	August 2018	Invoice system re Hawarden A& P	Investigate and report back to H Hartnell	Joanne Laphorne	Completed
	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:** 24 October 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

- 30 August 2018
- 27 September 2018

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

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

### **Council Meeting Update – 27 September 2018**

Below is a brief summary of the reports and discussions from the 27 September 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.)

#### **Replacement Loader for Hanmer Springs Transfer Station**

The Council-owned loader at the Hanmer Springs transfer station needs replacing due to a number of problems. The expenditure required to fix the problems would be better offset against the cost of a replacement loader. The existing loader was purchased second hand in October 2010 at a cost of \$10,000. To ensure the safety of staff and site users, the loader is currently decommissioned and an alternative one is being leased; but this is only a short-term measure. Council approval was requested to purchase a replacement loader. Research has been undertaken to ascertain the availability and the price range of suitable loaders and a capital budget of up to \$30,000 was sought. The Council approved up to \$30,000 for the purchase of a replacement loader for the Hanmer Springs transfer station.

#### **Hearing of Submissions on the Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2018**

At its meeting on 26 July 2018, the Council agreed to notify the Proposed Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2018. Public consultation ran from 27 July until 27 August and two submissions were received; both in support of the bylaw. The Hanmer Springs Community Board originally requested to be heard, but given the submissions received, chose not to.

The Council read and considered the submissions received and agreed to make the Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2018. The Council revoked the Hanmer Springs and Gore Bay Alcohol Ban Bylaw 2011 and replaced it with the 2018 bylaw, effective from 1 November 2018.

#### **Hearing of Submissions on the Proposed Dog Control Policy and Dog Control Bylaw**

At the close of the submission period on 1 August 2018 for the Proposed Dog Control Policy and Bylaw, nine submissions had been received and no submitters asked to be heard in support of their submission. Submissions were received on four topics. Three of these were matters that are addressed in the Policy, being fees, education and dog parks; and one is addressed in the Bylaw, that is compliance and implementation. The Council was required to consider all submissions and after considering these was required to make a decision on the Policy and Bylaw and set a date for when these are to become operative.

The Council considered all submissions received and agreed to make the Dog Control Policy 2018 including changes shown in Appendix 2 and as agreed in the meeting. It also agreed to make the Dog Control Bylaw 2018, including changes shown in Appendix 3. The Council agreed to make the Policy and Bylaw operative on 1 November 2018 and at that time revoke and replace the Dog Control Policy 2008 and Dog Control Bylaw 2008 with the aforementioned.

#### **Hanmer Springs Sports Pavilion**

In April 2018, the Hanmer Springs Community Board formally resolved to request that the ownership of the Hanmer Springs Sports Pavilion be assumed by the Council as per the request by the Hanmer Springs Sports Club. At the January 2017 Community Board meeting, the Manager Regulatory Services provided the Detailed Seismic Assessment for the Sports Pavilion prepared by Calibre Consulting Ltd. The assessment indicated that the most critical structural elements are the masonry walls at the entrance to the building and the level one timber framed walls, both of which have been assessed to have a current seismic capacity of 30% of the New Building Standards and are likely to suffer damage in a moderate earthquake. The Community Board identified a potential upgrade to the toilets on the site which may include either an extension or alteration to include a new toilet block either adjacent to or within the building. It was noted that this could provide an opportunity to reduce the scope of strengthening works required for the existing structure. It was agreed that the Board has an obligation to ensure that the building is safe and noted that the work referred to in the report is a strengthening exercise and not an upgrade. The Long Term Plan includes a \$400,000

budget for an upgrade of the building, however the issue of earthquake strengthening was not considered when that budget was set. The Board agreed that the toilets must be upgraded and that it would be appropriate to do this at the same time. It was also suggested that the community might have some interest in fundraising for this project. The Board agreed to support the Sports Club if it offers the building to the Council, however, it was noted that there needs to be some discussion at a local level before this happens. The Board agreed to take ownership of the process and make a start on what is required and it was agreed that this would be an officer-assisted process.

The Council agreed to initiate the transfer of the ownership of the Hanmer Springs Sports Pavilion from the Hanmer Springs Sports Club Inc. to the Hurunui District Council.

### **Elected Members' Interest Register**

At the 30 August Council meeting a report was tabled to discuss options for transparency of Councillors' conflicts of interest. There had been interest in whether the Council makes the information in the register publicly available. Attached to the report was the publicly available information provided on the websites for: Mackenzie District Council; Environment Canterbury; Waimakariri District Council; and Christchurch City Council. The discussion on the matter concluded with the Council agreeing that officers would bring the Council's Code of Conduct back for amendment with appropriate changes to the register of interests that is included in that document, based on the Waimakariri District Council model and ask for a formal decision regarding whether to make that information available in the public domain.

The Council approved the register of interests template as attached as Appendix 2 to the report. It approved the amendment to the conflict of interests section of the Code of Conduct policy as provided in the report and approved that the updated register of interests be disclosed on the Council's website.

### **Youth Council Update**

The Council received an update from the Youth Council on its recent activities.

### **Hurunui-Waiapu Zone Committee Update**

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

### **Reports from Committees**

The Council received the reports from the Public Services and Regulatory Committees on 13 September 2018 and the Finance, Audit & Risk and Infrastructure Committees, which met on 20 September 2018.

### **Deputation: Hurunui Health Services Development Group**

Cr Marie Black, Chair, and Linda Wensley, Canterbury Clinical Network, representing the Hurunui Health Services Development Group (HHSDG), were in attendance to present to the Council on enhancing access to sustainable health services in the Hurunui. The HHSDG was established in 2015 to lead this development of health services in the Hurunui region and brought together a breadth of community perspectives and expertise including: consumer; general practice staff; aged residential care; local government; and St John.

The HHSDG sought to collectively lead the development of new models of care based on principles of:

- Effective sharing of information which enables better care;
- Health services and communities working together;
- Using resources wisely;
- Patient/ whānau choice considered;
- Sustainable, integrated family-centred health services that enable access to appropriate, timely and equitable healthcare closer to home;
- Access to services matched to need and closer to home; and
- Continuous improvement

### **Council Meeting Update – 30 August 2018**

Below is a brief summary of the reports and discussions from the 30 August 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 (originally 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 to defer its decision on the potential purchase of Hurunui Water Project (HWP) shares until the Council has received the ECan decision on the Waipara River catchment nutrient discharge resource consent application by HWP.

#### **Projects to Carry Forward into 2018/19**

With the completion of the 2017/18 financial year, Council staff had an opportunity to assess the final cost for particular items of capital and operational expenditure. Due to various reasons, some projects were not able to be completed before the end of the financial year and the report listed those projects that staff and the ward committees/community board wanted carried forward into the 2018/19 financial year. During the budget process, staff identified several projects that had been specifically deferred and these projects have formed part of the Capital Programme for 2018/19 already, therefore will not form part of the carry forward schedule. The potential addition of the projects will have no effect on rates or debt as the forecasts used for the 2017/18 year in the preparation of the Long Term Plan had assumed that the projects would be completed by year end.

The Council approved the listed projects (as identified in the separately circulated Appendix 1) being carried forward from the 2017/18 financial year to the 2018/19 financial year and recorded as part of the amended budget figures for monthly financial reporting purposes. The Council also approved the carry forward of Hanmer Springs amenities funding for the track network, being materials of \$15,693 and labour of \$39,095.

#### **Aged Vehicle Replacement and Disposal**

Periodically Council vehicles are replaced due to wear and tear. The report sought authority to dispose of several older, higher mileage vehicles and replace some with new. Also, as a result of resignations, retirements and reassignments the Council has accumulated a number of older vehicles of various types and ages, some of which are no longer fit for purpose and in the main are high in mileage and are showing signs of wear. Officers proposed replacement with fit for purpose vehicles. The Council agreed that the vehicles stated in the agenda report be disposed of and replaced.

#### **2018 Young Elected Members Hui – Councillor Attendance**

Cr Julia McLean expressed interest in attending this hui which is taking place in New Plymouth from 15-17 November 2018. The 2018 Hui builds on the successful Young Elected Members Retreat in Selwyn District last year. All current elected members of local authorities, local boards and community boards who are under the age of 40 are invited to attend. The Hui theme is “We are actively engaging our communities” and comprises of a range of workshops, guest presentations, discussion sessions and networking activities focused on how Young Elected Members can effectively engage, communicate and work with their communities to achieve prosperity, resilience and well-being. The Council approved Councillor Julia Mclean’s attendance at the Hui.

#### **Amberley Beach Road Stormwater Upgrade**

A budget of \$275,946.00 was allowed for the Amberley Beach Road Stormwater Upgrade, as per the approved Long Term Plan (LTP) 2018-2028. After current expenditures, including commitment costs, there is \$234,580.00 budget remaining. With the lowest contractor’s cost of \$377,422.43 there is a shortfall of \$142,842.43 due to unforeseeable associated works required. This report was presented to the Infrastructure Committee on 23 August 2018 and the Committee endorsed the recommendation to the Council for approval. The Committee also recommended a further report be presented to the Amberley Ward Committee to give greater depth to the reasons surrounding

the 'unforeseeable' costs increases. This will be presented to the Ward Committee on 6 September 2018. The Council endorsed an increase of \$142,842.43 in the budget in order to proceed with the Amberley Beach Road Stormwater Drain Upgrade.

### **Zone Committee Refresh Panel Appointment**

The Council was requested to provide a member to serve on the appointment panel for the refreshment process of the Hurunui-Waiiau Zone Committee. The Council appointed Cr Dick Davison as its representative to serve on the appointment panel for refreshment or replacement of four community members on the Hurunui-Waiiau Zone Water Management Committee, to be held in November 2018.

### **Elected Members' Interest Register**

The report was presented for councillors to discuss options for transparency of their potential conflicts of interest. There has been interest in whether the Council makes the information in the interests register publicly available. The Council's current practice is that the Chief Executive Officer holds the register; however, to achieve the principle of openness, a review was carried out of the other councils in Canterbury as to what information is provided. The report included the publicly available information provided on the websites for: Mackenzie District Council; Environment Canterbury; Waimakariri District Council; and Christchurch City Council. The information was provided for the Council to discuss whether it supports making the information on members' interests publicly available and if so, using the examples provided by other councils, what level of detail should be provided. The Council agreed that officers would bring the Council's Code of Conduct (which contains the interests register) back to the Council for amendment with appropriate changes based on the Waimakariri District Council model and to consider a formal decision regarding whether to make that information available in the public domain.

### **Youth Council Update**

The Council received an update from the Youth Council on its recent activities.

### **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 and Regulatory Committees on 16 August 2018 and the Finance, Audit & Risk and Infrastructure Committees, which met on 23 August 2018.

### **Introduction to new Council staff**

Prior to the morning tea break, the Mayor and Councillors were introduced to new Council staff.

### **Council Discussion with ECan Councillor**

The Council had its regular meeting with ECan Councillor Claire McKay to discuss shared issues of interest and to continue to improve the relationship between the two councils.

### **Deputation**

The Council received a deputation from representatives of Pyramid Valley Vineyards Ltd regarding a District Plan matter.

### **Presentation of Community Service Award**

Prior to the lunch break, the Council presented a Community Service Award to Garry and Lola Love who with their family have been outstanding supporters of Amberley School and the wider Amberley and Hurunui communities. The Loves were unable to attend the district Community Service Awards ceremony held in July. The Council then hosted the recipients and their family and friends for lunch.

# HURUNUI DISTRICT COUNCIL MEETING REPORT



## SECRETARY REPORT COVER

**To:** Hurunui Community Committee

**Date:** 24 October 2018

### Youth Council Updates

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

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#### Appendices

- Youth Council update 13 August 2018
- Youth Council update 10 September 2018

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

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

### **Youth Council Meeting Update – 13 August 2018**

Below is a brief summary of the reports and discussions from the 13 August 2018 Hurunui Youth 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-access-to-agendas/> (Scroll to applicable meeting on the calendar).

#### **Speed Testing in Amberley and Cheviot**

Members of the Hurunui Youth Council (HYC) and Hurunui Youth Programme (HYP) have been conducting speed testing in Cheviot due to a request from the Peter Kenyan Community Meeting. The data for this is still to be collated and presented. The next set of speed testing will be conducted at the south end of the Amberley Township in order for the Amberley Lions to install a flashing 50km sign to match the one at the north end of the township.

#### **Women's Suffrage Event**

Alcohol Wise Hurunui are organising a number of events in the Amberley township to mark 125 years since women were granted the right to vote. It is proposed that a Kate Sheppard camellia be planted in the Rewi Alley Memorial garden in Chamberlain Park on the 8 September and will include a picnic and a dance. The invitation list will include descendants of the women who signed the petition from the Hurunui. They will have a speaker on the 19 September in the Tin Shed, and there will be a hub open to the public full of stories and relics on the main street.

They wish to run an art and writing competition for the youth of Hurunui and the Youth Council have agreed to help promote this to schools and youth through social media and in school flyer drops.

#### **Council Submission Process**

The Youth Council received a report on the Council Submission Process. The councillors were appreciative of the feedback on its submission and noted the legislative restraints for future reference.

#### **Representation Review Decision**

The Youth Council received a report on the Representation Review Decision.

#### **Youth Programme Update**

The Youth Programme Coordinator, Jess Kerr, reported that a number of well-attended events have been held since the last Youth Council meeting including the 'I am Unbreakable' tour, Chips 'n' Chill event in Cheviot, Amuri and Hawarden, and the mall and ice-skating trip.

Jess also reported that she attended the Canterbury Youth Worker Collective Connect meeting, the North Canterbury Youth Services Network meeting and gave an update to the Public Services Committee. Jess Kerr has handed in her resignation, effective from the 18 August. The Hurunui Youth Council thanked her for all of her hard work.

#### **Hurunui Youth Connector Update**

The Hurunui Youth Worker, Elsie Johns, reported that the Welcome to Amuri event, Amuri Rogaine, Hanmer Hot Pools Year 7 and 8 event, and a variety of school based activities have run. Upcoming events include assisting at the Christchurch Area School tournament, organising the Winter Chill evenings, Movie nights, a Winter pool party, a Halloween Bonfire evening, a boys weekend, a girls weekend and the Culverden Carnival.

### Youth Council Facilitators Update

The Youth Council Facilitator, Krystal Jennings, reported on the Youth Councillors activities since the last meeting. Councillors have attended:

- The Regional Youth Voices Hui at Tuahiwi marae,
- Assisted with raising awareness for World Elder Abuse Day,
- YVC Youth Connect workshop held in Christchurch,
- The Community Service Awards where three awards were given:
  - Volunteering for Youth Award ( Glennon Cookie)
  - Youth Volunteer Award (Caleb Wilson) and
  - Mayoral Outstanding Youth Leadership Award (Miriam Clark)
- A number of casual planning workshops on the Four Focus Areas of the Hurunui Youth Strategy.

Upcoming events are:

- Leithfield Beach Planting days
- HYC Strategic planning and future proofing workshop
- Canterbury Youth Awards where two Youth Councillors, Ashleigh Brown and Tessa Allan, are finalists.
- Amberley A&P show
- Armistice Day
- Waikari Fun Run

### Council Meetings Updates

The Youth Council received the updates from the June and July Council Meeting.

#### Armistice Day

There will be a number of Youth Councillors volunteering in the upcoming Armistice Day. Including the reading of the roll.

#### Focus Groups Updates

An update was provided for each of the Four Focus areas from the HYC Strategic Plan. The current projects are as follows:

Future Focus	Our Environment	Connected Community	Positive Youth Development
<ul style="list-style-type: none"> <li>• Hurunui Youth Strategy Action Plan</li> <li>• Submissions</li> </ul>	<ul style="list-style-type: none"> <li>• Rubbish Free Schools</li> <li>• Native Restoration &amp; Planting Days</li> <li>• Enviro Project funding applications</li> </ul>	<ul style="list-style-type: none"> <li>• Road Safety Campaigns</li> <li>• Public Transport Trial</li> <li>• Speed testing project</li> <li>• Rewi Alley garden</li> </ul>	<ul style="list-style-type: none"> <li>• Young Persons Challenge at the A&amp;P show</li> <li>• Youth secondary Schools achiever awards</li> <li>• Volunteering for Youth Awards</li> <li>• Lions Speech Competition</li> <li>• Waikari Fun Run</li> </ul>



### Youth Council Meeting Update – 10 September 2018

Below is a brief summary of the reports and discussions from the 10 September 2018 Hurunui Youth 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-access-to-agendas/> (Scroll to applicable meeting on the calendar).

#### **Secondary School Achievers Awards**

The Secondary School Achievers Award applications will be advertised from 1 October 2018 and close on 12 November 2018. The Youth Council will appoint a Youth Councillor to sit on the selection panel.

#### **New Format for the Amberley Vehicle Trust**

Cr Geoff Shier spoke to the Youth Council on the regeneration of the Amberley Vehicle Trust and to encourage the Youth to utilise the service.

#### **Youth Programme Update**

Elise Johns, Hurunui Youth Worker, provided an update on events run since the last Youth Council Meeting. The Hurunui and Cheviot Winter Chill events were a success involving sports, games and food. Elise has been visiting the schools at morning tea and lunchtime to talk at future focus classes and has been involved in sex education classes and sport sessions.

Upcoming events are:

- The Boys Weekend to be held at Lake Taylor on 5 - 7 October.
- The Carnage Banter night – Friday, 21 September.
- Amberley Spring Session – 13 September at the Amberley Library.
- The Girls Day Out – Sunday 14 October.
- Culverden Carnival – 30 November.

#### **Youth Council Facilitators Update**

The Youth Council Facilitator, Krystal Jennings, reported on the Youth Councillors activities since the last meeting.

- The speed testing in Cheviot and Amberley has been completed and the Amberley Lions have an application in to fund an electronic speed indicator device at the South end of Amberley.
- Councillors and the Youth council Facilitator attended a Students Against Drink Driving (SADD) meeting. There is to be a Police check point set up on Friday, 21 September in the Waikari area. Youth Councillors have been invited to volunteer alongside the police at this check point in order to encourage Hurunui youth participation with SADD.
- Youth Councillors and youth from the Hurunui Youth Program met with the Amuri and Hurunui School Health Nurses to help spread the word of their confidential service.
- The Canterbury Youth Awards were a success with Tessa Allan being awarded the Community Action Award and Ashleigh Brown awarded the Supreme Youth Award for the Hurunui District.
- Abigail Merry read a poem at the Women's Suffrage event at Chamberlain Park and planted a Kate Sheppard Camellia on behalf of young women in the Hurunui.
- The funding application to the Ministry of Youth Development for a Hurunui Youth-Led Environmental Guardianship Project was approved in full to the value of \$12,000.

### Focus Groups Updates

An update was provided for each of the Four Focus areas from the HYC Strategic Plan. The current projects are as follows:

Future Focus	Our Environment	Connected Community	Positive Youth Development
<ul style="list-style-type: none"> <li>• Hurunui Youth Strategy Action Plan</li> <li>• Submissions</li> </ul>	<ul style="list-style-type: none"> <li>• Rubbish Free Schools – A session with Serina Linton has been organised.</li> <li>• Native Restoration &amp; Planting Days.</li> <li>• Enviro Project funding applications was successful and received \$12,000.</li> </ul>	<ul style="list-style-type: none"> <li>• Road Safety Campaigns - 2019</li> <li>• Public Transport Trial</li> <li>• Speed testing project – Completed</li> <li>• Rewi Alley garden – almost completed.</li> </ul>	<ul style="list-style-type: none"> <li>• Young Persons Challenge at the Amberley A&amp;P show</li> <li>• Youth secondary Schools achiever awards</li> <li>• Volunteering for Youth Awards – One more interview to take place.</li> <li>• Waikari Fun Run – 4 November 2018</li> </ul>

# HURUNUI DISTRICT COUNCIL MEETING REPORT



## SECRETARY REPORT COVER

**To:** Hurunui Community Committee

**Date:** 24 October 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
- Minutes as provided by the Hawarden Reserve Advisory Group

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

**Report Cover  
Prepared by:**

Maree Hare  
Committee Secretary

# Minutes for the Hawarden Memorial Hall and Reserve Park Committee

Held at the home of Richard and Anita Todd

11<sup>th</sup> September 2018 at 7.30 pm

**Present:** Peter Black (Chair), Cr. Marie Black, Marg Wright, Richard Todd, Hamish Hartnell, Toni Jolliffe, Anita Todd, Ian Ford.

**Apologies:** Mark Rutherford, Mairi Hartnell, Robin McKinlay

Meeting was opened and Ian Ford (Past President H.A &P Assoc.) was welcomed onto the committee

**Minutes:** Minutes of the last meeting on 6<sup>th</sup> March 2018 were accepted as a true and accurate record.

R Todd/ H Hartnell

## Business arising from last minutes:

1. Information Sheet for Visitors- Too late in year for graphic students to create map of area for visitors. Will look at again at start of 2019 when students are more available to research this.
2. Dump Station- H Hartnell reported that by utilizing knowledge from Council Water personnel we will be able to locate sewerage pipe plan for park. Consent to have dump station will be required. Cr. Black will investigate the next step with this.
3. Painting of RSA. P. Tweed unable to now do this job. P Black to follow-up new quote from another painter.

## Correspondence:

Inward- Josie Hemmings, playground inspection 23/5/18

-Tweed Decorating

- Carol Ford re. faulty oven door at Hall

- Report from R McKinlay (Gymnasium report)

Outward- Thank you to Pat for custodial services and garden care at Hall

- Thank you to Chris Svensson for park watering

Correspondence read and accepted

T Jolliffe/ H Hartnell

## Reports:

### Financial- T Jolliffe

Opening Balance	\$49,871	(to June 2018)
Operational Revenue	\$26,868	
Expenditure	\$14,345	
Operating Surplus	\$12,523	
Closing Balance	\$62,394	

T Jolliffe noted difficulty at seeing breakdown of items e.g. Contractors, as they are codes which are difficult to clarify exactly what costs are.

Matters to address

- 'Huggies Little Swimmers' of \$29.21. Committee agreed this is incorrect. T Jolliffe to check this up.
- H Hartnell noted electricity for public toilets comes from Hall. This should be adjusted as the district should pay for this, not Reserve Committee. T Jolliffe to investigate if this is adjusted so that Reserve Committee gets a reimbursement.
- Query regarding bark costs of \$621

- Show fees of \$2,000. Previous show secretary set up automatic payment to Reserve Committee. Due to timing of these payments and invoices being sent, Show Committee has overpaid \$1,018.00. H Hartnell been to Council and rectified. Show Committee now in credit.
- \$250 from H Hartnell for firewood. P Black suggested that for effort in working bees, committee members receive the firewood free of charge. Committee agreed. P Black/ R Todd

#### **Councillor- Cr. Black**

1. H.W.P decision deferred until October
2. Successful bylaw for total alcohol ban in Hanmer and Gore Bay over New Year period, continues to be adopted.
3. Petition re Freedom Camping in Hanmer. The 1<sup>st</sup> September bylaw still stands but immediate review has begun. Cr. Black encouraging community to respond how we can improve the strategy to inform people about how to establish an effective bylaw.
4. Backflow Water bylaw in consultation until 1<sup>st</sup> October. Check valves to be installed at each residential property, free of charge. Higher risk properties (e.g. vet, hairdresser, garage) require other types of valve. Valves to be installed over next 2 years.

#### **Caretaker- M Hartnell**

1. Hall hired for Exercise, Teens and Chocolate, Rifle Shooting & a few meetings. 2 weddings booked, Sept & Nov.
2. Caravans- Nth Canty Club booked in August, didn't arrive, 2 caravans booked 19<sup>th</sup>-23<sup>rd</sup> Oct.
3. Hire of bench seats & tables in October.
4. Gent's toilet roof leaking.
5. Shrubs around Hall on car park side require attention at next working bee.
6. Hall garden to be replanted soon.
7. H Hartnell meeting @ Council – informed all annual fees must include GST. Fees were set July 2016, are up for review next year. Hawarden Netball Club will be requiring use of park's courts next season so a fee needs to be set.

#### **Gymnasium- R McKinlay**

1. Quiet over winter with 'regulars' attending.
2. New equipment to value of \$850 (1 x weight bench, 4 x Size 8 dumb bells, 1 x power station)
3. New system for gym access; casual users sign for and pay at 4 Square during opening hours. Members have 24/7 access by use of a lock box system on gym. As a result, no damage, thefts or unwanted people at gym in past 5 months.
4. Unable to provide figure for bank records as difficulty with password and bank staff. Will forward figure to secretary when rectified.

Moved that, 'Reports read and accepted'

A Todd/ M Wright

#### **General Business**

1. Signage for playground and Women's Restroom (Hall)  
P Black obtained quotation from Speedy Signs –
  - Caution Children signs, 2 x, 500mm x 500mm, aluminium composite. \$130 each.
  - Women's Restroom sign replacement
  - Total \$380.00
 P Black moved that we purchase the signs. P Black/H Hartnell
2. Hall maintenance  
Hall Wheelchair entrance door is in poor condition. 4 other doors require painting.  
Committee agreed for a new door to be purchased. P Black/ R Todd
3. Oven door faulty. H Hartnell will assess what is required to fix it.

4. Men's toilet roof does not appear to be weather tight, discussion about steps to rectify.
5. Spring Working Bee Friday 12<sup>th</sup> October
  - Painting playground fort, railings inside main gate
  - Spraying
  - Trimming
  - Hall shrubs require hard pruning
6. Show Committee Room at Pavilion needs a paint but this will not be done at working bee.
7. Alistair Neill memorial stone is in place. Requires some adjustment, P Zino to organise.
8. Hall assessment. Cr. Black reported we are waiting for assessment that will recommend how to bring Halls up to required rating. Ratepayers currently contributing towards budgeting for these assessments. This committee does not have to do anything at this stage.
9. Annual fee for use of Hawarden Park's netball courts, by Hawarden Netball Club, was discussed. Agreed to charge the same as for other groups. (\$150 plus GST)  
Motion that the Hawarden Netball Club be charged an annual fee of \$150 plus GST. M Wright/R Todd P Black will take this to the Ward Committee
10. H Hartnell asked when park or Hall fees can be changed. Cr. Black replied this can be brought to committee around February each year for consideration of any changes.
11. M Wright queried if pillar at main gate is to be fixed. H Hartnell informed he will attend to this.
12. R Todd asked if Announcer's Box is still placed at park. Committee discussed that it tends to stay at park until dog trials organisers want it.
13. Discussion about area north of pavilion where gum trees have been removed. Committee agreed to leave this area bare.  
P Black planted 6 Atlantas Cypress trees alongside sheep pens. Committee undecided if we remove more of the large cypresses annually or biennially.

Meeting closed at 9.05 pm.

WAIKARI HALL & RESERVE ADVISORY GROUP

General Meeting

Wednesday 5<sup>th</sup> September 2018

Meeting opened: 7.00 pm

Present: Mel Ruck, Michelle Fletcher, Colin Twose, Bruce Lilley, Marie Black, Don & Karen Munro

Apologies: Michele Philp

Minutes of last meeting read and confirmed. Bruce/Colin

Business arising:

OCS charge to still getting sorted, We never got an answer back on our query

Community service hrs. They have now finished

Recycling blurb done in the newsletters and local newspaper for the domain so hopefully it may stop the unlawful rubbish drop offs

Rob Ellis not keen to put up a camera from a Police view

Plants and bank are looking great from the Main power money

Mel will take our findings so far to the next Community meeting on the new building at the domain

Hall report: The hall bookings are ticking away nicely with a few bookings already for next year. Mel has had the electrician in to look at putting new lights in the hall

Camp Report: Karen & Don are living off site at present due to Dons health. The camp has been very quiet over winter. Karen & Don will let Mel know after Monday what their plans are going forward. They may have to give the job up. If they carry on they would like a caravan if we know of one, they could use on site over summer when it is busy.

General Business:

Mel has been told about bark at the chip mill in Sefton that is available. We need to see if it is suitable for playgrounds etc.

Mel to talk to Kelly Earl re the domain building and get his thoughts.

We may need to spend approx. \$5000.00 for some plans to be drawn up by an architect so we can get a better idea on price for the building and can then work a budget out.

Marie brought to our attention the new 3 waters bylaw and new rules that are coming into play for the future.

There has also been a small meeting with Netball, Tennis and a few domain members on resurfacing the courts. These courts are an asset to our community and as they have a sound base still we need to look at resurfacing them before they deteriorate more. The surface needs to be able to handle bikes, scooters as well as sports.

At the last community meeting Mel went to she was shocked!!! To see the Domain had made such a small income. After going through all the expenses, it made a little more sense. It has been decided that we request a financial report monthly so if we need to query any accounts that have been paid that we have not sited we can sort it out immediately.

Mel is going to email Joanne Lapthorne to see if we can get this monthly report emailed to us

We are now being charged a wage code as well. We need a little description on what some of these people have been doing for us in case it belongs to another part of the district. Mel has emailed Jason on this matter and a few other coding issues and we are looking forward to his reply.

Colin brought to our attention his long service to the committee. Marie is going to follow up on this and we will act appropriately

Meeting closed 8.15pm

Next meeting Monday 12<sup>th</sup> November



## 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>• Roading</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>