



HURUNUI
District Council

Hanmer Springs Community Board

AGENDA

1 pm Monday 26 June 2017

In the Gallery, Hanmer Springs Library, Amuri Avenue,
Hanmer Springs.

Community partnership in growth and wellbeing.

Committee Membership:

Mayor Winton Dalley
David Smith (Chairperson)
Cr Jason Fletcher
Rosemary Ensor
Chris Hughey
Mary Holloway
Chris Preston

Quorum: no less than 3 members.

Significance 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?

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.

HANMER SPRINGS COMMUNITY BOARD - MONDAY 26 JUNE 2017 AT 1PM

1 pm	Meeting begins
3 pm	Afternoon tea
3.15 pm	Public Forum - Sean Pawson (The Cycle Chauffeur) may attend to speak to his application

ITEM	ORDER OF BUSINESS	Pages
	Health and Safety briefing Apologies Announced Urgent Business Conflict of Interest Declarations	
1.	Minutes for Confirmation	2 - 8
2.	Action Sheet	9
3.	Decision Items: 3.1 Chisholm Reserve Playground Shade Sail Replacement and Slide 3.2 Application under the Public Places Bylaw	10 – 15 16 - 21
4.	Discussion Items: 4.1 Financial Report to May 2017	22 - 27
5.	Information Items: 5.1 Water Scheme – current status 5.2 Correspondence – <ul style="list-style-type: none"> • Outwards – Mel Wilson re Chisholm Park Playground 5.3 Council Update May 2017 and Councillor’s Report 5.4 Board Portfolio Update	28 – 29 30 – 31 32 – 34 35
6.	Public Forum:	
7.	Urgent Business	

HURUNUI DISTRICT COUNCIL MINUTES



Meeting	Hanmer Springs Community Board
Time and Date	1 pm, 22 May, 2017
Venue	The Library Gallery, Memorial Hall, Amuri Avenue, Hanmer Springs

Health and Safety briefing	Safety procedures in the event of an emergency were noted.
Members Present	David Smith (Chairperson), Cr Jason Fletcher, Rosemary Ensor, Mary Holloway, Chris Hughey, and Chris Preston
In Attendance	Hamish Dobbie (CEO), Dan Harris (Manager Infrastructure Services – Delivery) and Maree Hare (Board Secretary) Part meeting: Nicola Kirby (Policy Planner)
1. Apologies	Mayor Dalley, THAT THE APOLOGY BE RECEIVED. Chairperson CARRIED
2. Absent	Nil
3. Conflict of Interest Declarations	Item 5.2 Hanmer Springs Sports Club – Cr Fletcher
4. Urgent Business	<ul style="list-style-type: none"> Chisholm Park Slide
5. Minutes	<p>THAT THE MINUTES OF THE MEETING HELD ON 24 APRIL 2017 BE NOW CONFIRMED AS A TRUE AND ACCURATE RECORD OF THAT MEETING.</p> <p>Ensor/</p> <p>The Manager Infrastructure Services – Delivery advised that he has not yet completed a review of the Hanmer Springs Snow Plan and it was agreed that this work be completed in consultation with Sicon and then provided to the Chairperson for publication.</p> <p><i>Seconded/ Hughey</i> CARRIED</p>

6. Action Sheet

The Action Sheet was provided for the Board's information and the following points noted -

- Street cleaning budget – noted that the contractors are doing a good job at the moment and positive comments have been received from a new resident which is pleasing.
 - Argelins Road Culvert – noted that an area at this site has collapsed and Sicon will be returning to repair this.
-

7. DECISION ITEMS

7.1 Scarborough Terrace Stormwater Report

The Report from the Manager Infrastructure Services – Assets advised that a ratepayer living on Scarborough Terrace has questioned the validity of Council's decision to discharge stormwater into Dog Stream through and within a declared natural slope hazard area. The report is seeking Board approval of the appointment of Harrison Grierson to provide a report at a cost of \$5000 excl GST which is to be paid for from the targeted stormwater account.

The Manager Infrastructure Services – Delivery presented the report on behalf of the Manager Infrastructure Services – Assets and the following points were noted -

- This is an initial report seeking permission to appoint a consultant to undertake an assessment of site and following that a report on the impact on the land will come to the Board.
- Any findings will potentially affect the whole area however something needs to be done so that the water behaviour is understood.

THAT THE COMMUNITY BOARD AGREES TO APPOINT HARRISON GRIERSON TO UNDERTAKE AND PROVIDE A SCARBOROUGH TERRACE STORMWATER REPORT AT A COST OF \$5000 (FIXED FEE) EXCL. GST; PAID FOR FROM THE TARGETED STORMWATER ACCOUNT FOR HANMER SPRINGS FOR THE ENGAGEMENT OF CONSULTANTS.

Smith/Fletcher

CARRIED

7.2 Managing permissions for drone use on Council reserves

The Report from the Policy Planner included a draft Policy on managing permission for drone use on Council land and was seeking feedback from the Community Board on the policy.

The meeting considered the report and noted the following –

- A query was raised regarding the Clause in the draft Policy prohibiting flying Drones over a Sports Field if it is in use and it was noted that there is Sports Equipment in one corner of the Domain which is widely used. The CEO responded that it is a matter of the density of people on the park at the time.
 - It was noted that the draft Policy is to cover the whole district.
 - The meeting noted that permission has to be received from the Manager of the Thermal Pools to fly a Drone over that area.
 - It was agreed that the publicity of the policy will be the issue as
-

people need to be aware of the rules.

- The meeting queried Drones being permitted to fly over the Forest as it was suggested that this is a valued peaceful place however it was agreed that not many people would fly their Drone in the forest because it there would be a risk of the Drone being damaged. It was agreed that Tarndale and Brooke Dawson Reserves would be areas more likely to be used and that if a problem arose in these areas the policy details could be reviewed.
- Noted that the height regulations in the draft Policy will apply to anywhere in Hanmer due to the proximity of the airfield.

THAT THE HANMER SPRINGS COMMUNITY BOARD RECEIVES THE INFORMATION AND COMMENTS AS NOTED BE PASSED TO THE OFFICER.

Smith/Ensor

CARRIED

The Policy Planner joined the meeting at 1.32 and further discussion took place with the following points noted -

- If there was an organised event on the Sports ground the restriction would apply however if the team using the ground agreed to their game being photographed by a Drone there would be no need to get permission.
- The Policy Planner agreed that publicity will be the key to this Policy and advised that it will be put on the Council Website with a link to the CAA website, which has a lot of information however, it was agreed that it is primarily the personal responsibility of the Drone user to be aware of the rules.
- It was suggested that the Domain Committee and the Forest Camp committee should be advised of the proposed policy.
- It was suggested that people do not know which is Council land, DoC land or Ngai Tahu land in order to gain permission to fly over the different areas but it was noted that the Policy is for Council land and it is up to the different entities to advise of their policies if they have them. The meeting agreed that it would be a courtesy to send the policy to other parties who may have an interest in it e.g DoC and Ngai Tahu.
- M Holloway advised of a Soundscape map currently being formed advising that the Board need to be aware of this.
- It was noted that the 'shielding trees' clause in the draft policy will possibly eliminate the flying of Drones in the Domain.
- The CEO noted that Council as a landlord is taking a responsible attitude in putting this policy in place.
- It was noted that the draft policy is a balance between Council and the CAA rules and that it is up to the Drone owners to ensure they are aware of the Policy.

The Policy Planner left the meeting at 2.04 pm.

8. DISCUSSION ITEMS

8.1 Financial Report

The Report up to the end of April 2017 was considered and the following points were noted -

- The insurance on the Library and Hall was queried and it was noted that while some communities in the district decided not to take out earthquake insurance on their Halls the previous Board agreed to continue with the cover for the Hanmer Springs Memorial Hall.
- It was noted that there is \$32,000 in the Contestable fund for projects the Board have considered.
- R Ensor queried the budget for the Flag system.

Cr Fletcher declared a conflict of interest and left the room.

The Manager Infrastructure Services – Delivery advised that the tender process for changing the flag system is currently under way with two more quotes required. The Chair noted that an appropriate budget must be in place for the next financial year for this account.

Cr Fletcher returned to the meeting.

THAT THE INFORMATION BE RECEIVED.

Smith/Holloway

CARRIED

9. INFORMATION ITEMS

9.1 Approval of Submission made to NZTA Speed Limit Review

The Report from the Board Secretary provided the submission made to the NZTA Speed Limit Review and noting that in order to meet closing dates the Board had approved the submission prior to the meeting and formal ratification of the submission is now required.

THAT THE HANMER SPRINGS COMMUNITY BOARD APPROVES THE SUBMISSION AS INCLUDED IN THE AGENDA WHICH WAS MADE TO THE NZTA SPEED LIMIT REVIEW.

Smith/Ensor

CARRIED

9.2 Correspondence

Inwards –

Jorge Ltd re booking of the Hanmer Hall

The CEO advised that the letter from Jorge Ltd was originally addressed to him however because the control of the Hall comes under the Board delegations he asked the writers' permission that the letter be put to the Board for consideration.

The meeting considered the letter and the following points were noted –

- It was noted that the Gallery cannot be hired out because the Board has a contract with the Amuri Community Arts Council to use that space.
- The letter suggested a shared use approach be taken in the use of the Hall however the meeting agreed that this is up to those who are

leasing the Hall to decide on this and not the Community Board.

- It was agreed that commercial users should not be able to book the Hall in perpetuity and it was also noted that there are other venues in the village which could be used.
- The suggestion was made that a ballot or tender system be used so that all enterprises have an equal chance to use the Hall at premium times and negotiations could then take place between the entities.
- It was agreed that there are a lot of weekends when the Hall can be booked and it was suggested that a Supply and Demand charging system could be used with an increase in price for the premium times.
- The CEO agreed to respond to the letter.
- The meeting queried if there is a 'local preference' for the Hall and it was agreed that the policy on the Community 'not for profit' use versus the 'Commercial out of town' use of the Hall be brought to the next meeting.

Hanmer Springs Sports Club Inc.

Cr Fletcher advised that as Chair of the Hanmer Springs Sport Club Inc he has a conflict of interest however, it was agreed that he remain in the meeting in order to provide any necessary information to the discussion.

The letter was seeking to vest the ownership of the Hanmer Springs Pavilion to the Council.

The meeting noted the following –

- There has been some community comment regarding this proposal however the Club has been struggling for the last 5 years and no one has come forward to assist.
- The facility is a huge community asset which the public built however the Ratepayer does not take any responsibility for it.
- There will probably need to be a Community Rate struck to cover the costs of this asset and before Council agrees to take ownership it will need to understand what the cost structure will look like. It was noted that the Community Board have already made provision to pay the Insurance costs of the facility however details of the annual income, the Earthquake status etc should be provided to Council.

THAT THE HANMER SPRINGS COMMUNITY BOARD AGREES IN PRINCIPLE TO VESTING THE OWNERSHIP OF THE HANMER SPRINGS SPORTS PAVILION WITH COUNCIL SO THAT THE COMMUNITY USE OF THE ASSET IS PRESERVED.

Smith/Holloway

CARRIED

THAT THE HANMER SPRINGS COMMUNITY BOARD PUTS TOGETHER ANY INFORMATION REQUIRED INFORMING COUNCIL ON THE DECISION MAKING

PROCESS IN REGARD TO THE VESTING OF THE OWNERSHIP OF THE HANMER SPRINGS PAVILION TO COUNCIL.

Smith/Hughey

CARRIED

9.3 Council Updates and Councillors Report

An update from the 27 April Council meeting was provided for the information of the board and taken as read.

Cr Fletcher advised of the following -

- Congratulations were expressed to R Ensor who is on the Assessment Panel for the Heritage Awards.
- It was noted that Council are considering an investigation of the ground and building damage at Mt Lyford following the November earthquake event and Cr Fletcher asked if the Board should also be considering this action given the number of fault lines close to the village.

The CEO advised that the investigation will only be done at Mt Lyford village if the residents approve it and it will be funded by the government.

The meeting queried if the funding would also be available for Hanmer Springs and it was agreed that a report comes to the next Board meeting advising what is involved, the implications and the funding status.

9.4 Board Portfolio Reports

Queen Mary Reserve – R Ensor advised that two very qualified people have offered to help in the Queen Mary Reserve gardens and it was agreed that their names be passed on to the Manager Regulatory Services.

10. PUBLIC FORUM

10.1 Presentation from Smokefree Canterbury

Martin Witt and Emily Box from Smokefree Canterbury gave a presentation to the Board.

The visitors advised of a recent survey of identified eligible businesses in Hanmer Springs noting that the key message from the survey was that smoking is still visible, therefore it is an issue. The majority of the respondents (95.1%) were aware of the Smokefree Aotearoa 2025 goal however only 36.6% were aware that the Hurunui District Council has a voluntary outdoors areas policy in place.

Of those surveyed 78.1% were in favour of smokefree outdoor dining/seating areas and believed that more of these areas would have a positive impact on Tourism.

Thirty-six respondents stated they would support a smokefree main street in Hanmer Springs with only two saying they would not. The visitors advised that the report is seeking the Community Board's input on a Smokefree main street proposal before going back to Council with the results.

The following points were noted –

- A smokefree main street is a good idea and could be the point of difference for Hanmer Springs.
 - M Holloway advised that she has had smokefree businesses for 40 years and has had no problems. She also noted that the Hurunui is
-

an easy target in which to reduce the profile of smokers.

- The visitors advised that they would work with the businesses that want to go 100% smokefree first and then work with the others. It was suggested that in some cases Courtyards used by businesses are council land that is leased to the business and in this case it may just be a matter of a regulatory clause in the lease.
- It was noted that Hanmer has a wellness heritage and people would support this step however, there is a need to avoid controversy and to be able to do this in a responsible manner.
- M Witt advised that most people will respect signage and if a venue decides to go smokefree this would be respected. He agreed that communication is the key and that a 'thank you' message is better than a 'do not' message.
- D Smith noted that smokers need to know there is support available if they want to be smokefree.
- The meeting was advised that the next step was to share the results with the Hanmer Springs Business Association and then Council. He also noted the positive feedback from the Board and the Chair advised that the group would provide any assistance required.

THAT THE HANMER SPRINGS COMMUNITY BOARD ENDORSES THE SMOKEFREE SPACES INITIATIVE IN HANMER SPRINGS WHICH WILL ULTIMATELY LEAD TO A SMOKE FREE STREET IN HANMER SPRINGS.

Fletcher/Ensor

CARRIED

11. URGENT BUSINESS

11.1 Chisholm Park Slide

The Chairperson tabled an email from a community member expressing concerns about the state of the Slide in the Chisholm Park playground. The Chairperson advised that the slide had been sent away for repairs however the repairs carried out are not safe and there is now a Health and Safety issue with the equipment. It was agreed that a replacement slide should be purchased via the CSR process.

It was noted that the community member also requested shade cloth and a fence around the playground. The meeting agreed that a Shade sail would be put in place after the winter however it was noted that Playgrounds are not normally fenced and if the community member has an issue with this they could use the Playground in the Domain. The Chair agreed to respond to the writer.

11.2 Board wish list

The meeting noted that a Workshop was held prior to the meeting to prioritise projects in Hanmer and the Chairperson offered to rewrite the list according to the Board's wishes and then put a report in the Village News.

Meeting ended

The meeting ended at 4.01 pm

Hanmer Springs Community Board Action Sheet

Item	Action Required	Actioned By/Manager	Status of Action
1	To engage a consultant and apply for Resource Consent for the Village Event Sign.	Jason Fletcher	
2	Report to the Board on the recovery of funds from the Ferry Bridge Fund ex NZTA	Jason Beck	Deferred until funding arrangements with NZTA are confirmed.
3	Report to the Board on the 'not for profit' versus the 'commercial out of town' hiring of the Hanmer Springs Hall.	Judith Batchelor	
4	Confirm reviewed Snow Plan for publicity as per minutes		
5	Report to the Board on what is involved, the implications, and the funding for a GNS Report for Hanmer Springs	Rebecca Elliot	

HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hanmer Springs Community Board
Report Prepared By: Josie Hemmings, Amenities Officer
Date: 26 June 2017
Significant Decision: No

Chisholm Reserve Playground Shade Sail Replacement and Slide.

Recommendation	<p>THAT THE HANMER SPRINGS COMMUNITY BOARD SUPPORTS THE PURCHASE OF A REPLACEMENT SHADE SAILS FOR THE CHISHOLM PARK RESERVE.</p> <p>THAT THE HANMER SPRINGS COMMUNITY BOARD SUPPORTS THE PURCHASE OF A REPLACEMENT PLASTIC SLIDE FROM PARK SUPPLIES FOR \$1,806.00 PLUS GST.</p> <p>THAT THE HANMER SPRINGS COMMUNITY BOARD SUPPORTS THE PURCHASE OF TWO REPLACEMENT PICNIC TABLES IN THE 2017/2018 FINANCIAL YEAR.</p>
Executive Summary	<p>This report is to advise and request the support of the Hanmer Springs Community Board for the replacement of the Shade sails and two picnic tables and formalise the replacement of the playground slide in Chisholm park.</p>
Shade Sail	<p>The shade sail at the Chisholm Reserve Playground has deteriorated and become slack over the past few years. A quote has been obtained to replace the sails and install an easier tensioning system to keep the sails taut and reduce the likelihood of teen-ages climbing on top of them.</p> <p>The quote from weatherwise is for \$7,621.64 to replace the three sails is attached to Appendix 1. Weatherwise is a reputable company that has supplied the original shade sail in Chisholm Park and shade sails in Hanmer Springs Thermal Reserve.</p>
Slide	<p>The slide at the Chisholm Reserve was vandalised late January, leaving a large hole and cracks in the slide. Council Officers removed the slide and secured the area. Playco was asked to for a quote to replace the slide but recommended that it could be repaired for \$300 as opposed to replacing the slide, which would be near \$2,000.00. Playco advised that the slide repair would not be pretty but it would be usable and safe. Unfortunately one of the slide repair welds failed and although the repairer was prepared to repair again at no cost, the HSCB through email supported the decision to replace the slide which needs to be formalised in this meeting.</p> <p>The replacement slide is due to arrive this week and will be installed immediately.</p>
Picnic Tables	<p>Two of the older picnic tables in Chisholm Reserve are deteriorating and will soon require replacement. The Amberley Lions originally supplied the picnic tables and the current cost is \$1,200.00. As Chisholm park is a high</p>

use park it is recommended that the picnic tables be renewed to ensure the continued high standard of the reserve.

Section Heading

Chisholm Reserve is District funded.

Options

Option 1: Do Nothing

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • Zero expenditure 	<ul style="list-style-type: none"> • The shade sail will not be replaced, leaving the post redundant. • No shade for patrons • The picnic tables will continue to deteriorate and potentially bring the standard of this high use reserve down and may pose a safety risk

Option 2: That the Shade sail and picnic tables are replaced.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> • The renewal of the shade sail and picnic tables will enhance the playground area particularly during the summer months. • The shade sail will offer protection to users from the sun and weather • Deteriorating furniture may pose a safety risk if left unmaintained 	<ul style="list-style-type: none"> • There is a cost in the vicinity of \$10,000.00 Plus GST for the replacement of the shade sail and picnic tables. • Wilful damage to property and furniture is an ever-present issue and these new items could sustain damage

Appendices

1. Weather Wise quotation.
 2. Photo of Picnic Tables
-

Report Prepared by:


 Josie Hemmings
 Property Administration Officer

Report Reviewed by:


 Daniel Harris
 Manager Infrastructure Services - Delivery

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

29 March 2017

Hurunui District Council
Chisholm Park – Hamner Springs
Attention: Josie Hemmings

Dear Josie

Thank you for meeting with Hamish regarding replacement of the Shade Sails at Chisholm Park. It is with pleasure we submit to you a quotation based on the following specifications:

Three Weather Wise® Shade Systems Custom Made Commercial Shade Sails

- Monotec 370 Textile in your choice of colour (Chino Cream, Karloo Sand, Graphite charcoal, Abaroo Red, Koonunga Green, Bundena Blue, Marrocan Terracotta, Sheba blue, Domino Black, Lime Fizz, Mellow Haze, Sherbet Orange, Bubblegum pink, Jazzberry purple)
- Monotec 370 Textile offers up to 90% UV protection and has a 10 year UV and Under Tension Manufactures Warranty
- Wind rated and engineered, featuring our fully adjustable anti-sag 316 Stainless Steel Corner Plate Assemblies with 1800kg vectran core hem rope
- Webbing to corners with 1800 kg breaking strain
- Quick release fittings for the ease of installation, removal and re-tensioning
- Ten commercial winches mounted onto poles
- Reuse old componentry
- All Materials, labour and travel to completion

Total Investment

\$7,621.64

Excluding GST

If you would like to proceed, please confirm your requirements by initialing each page including the site plan and terms and conditions and return to Weather Wise® Shade Systems Ltd by email, post or fax. Please complete your chosen options below.

Choice of Textile Colour: _____

Preferred Completion Date: _____

- A deposit of 50% plus GST would be required upon confirmation of your shade systems and the balance to be paid on the day of completion. Payment can be made by direct credit into our bank account: ASB 12 3226 0021537 00 or by cheque payable to Weather Wise® Shade Systems Ltd. If this payment structure does not suit please call for a suitable option.
- This quote is valid until the 29th April 2017.

I have read and fully understand all of the above specifications, terms and conditions

Signed Josie Hemmings
Hurunui District Council

Signed Liz Rankin
Weather Wise Shade Systems Ltd



Appendix 2

Chisholm Park Picnic Tables



HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hanmer Springs Community Board
Report Prepared By: Andrew Brown, Team Leader - Compliance
Date: 26 June 2017
Significant Decision: No

Application under Public Places Bylaw – The Cycle Chauffeur

Recommendation THAT THE BOARD GRANTS PERMISSION FOR THE ISSUE OF A MOBILE SHOP LICENCE TO SEAN PAWSON, TRADING AS THE CYCLE CHAUFFEUR.

Executive Summary An application to operate a mobile shop in Hanmer Springs has been received. The proposal involves the carrying on of business within 400 metres of another shop. According to the Council's Public Places Bylaw 2014 the Community Board must be consulted, and must grant permission for the activity before a licence can be issued.

Background Sean Pawson, trading as The Cycle Chauffeur, has applied for mobile shop licence under the Hurunui District Council's Public Places Bylaw 2014. A copy of the application is **attached as appendix 1**. The applicant has paid his \$130 application fee, which is payable annually at licence renewal.

The applicant proposes to operate a rickshaw in Hanmer Springs, offering rides and tours to the public. The rickshaw will be operated by Mr Pawson and not hired to the members of the public to drive themselves.

The rickshaw is classified by NZTA as a bicycle. A photo of the rickshaw is **attached as appendix 2**.

Mr Pawson currently operates in central Christchurch, and wishes to operate in Hanmer Springs on occasions such as holiday weeks and weekends, and during special events.

Area of operation Mr Pawson proposes to operate in the Hanmer Springs township area, possibly going as far as the Alpine Adventure Holiday Park on Jacks Pass Road, and the Hanmer Springs Forest Camp on Jollies Pass Road.

The upper reaches of Conical Hill Road will likely be too steep to take passengers up comfortably, but Mr Pawson will be able to operate in most streets in the township.

During discussions Mr Pawson also mentioned that he may be interested in operating on some of the four wheel drive tracks or fire breaks in the forest area. This would be subject to being granted permission by the forest owners, and would not be on the walking or mountain bike tracks.

Method of operation Mr Pawson does not intend to have a set place to park up, or to pick up and drop off passengers. He intends to circulate around and pick up passengers as he goes. Passengers will either flag him down or he will offer them a ride.

Similar operations in central Christchurch, Dunedin, and Auckland operate in this way.

	<p>The rickshaw has Mr Pawson's phone number signwritten on it, and he has business cards printed so passengers could also contact him and book a pick up from their house, holiday home, motel, etc.</p> <p>The rickshaw has lights and can be safely operated in the dark. At this stage Mr Pawson is unsure what hours he would operate as he doesn't know what the demand will be.</p> <p>The rickshaw will be ridden on the road, not on the footpath.</p>
Public Places Bylaw	<p>Clause 20.1(a)(ii) of the Hurunui District Council's Public Places Bylaw 2014 states that any activity involving the "selling or offering of any goods or services" shall need to make application to the Council for a licence as a keeper of a mobile or travelling shop/hawker/itinerant trader.</p> <p>When issuing a licence the Council will determine the period during which the licence will remain valid and may impose such conditions as it may think fit.</p> <p>In accordance with the Public Places Bylaw 2014, no mobile or travelling shop may be used for carrying on or soliciting business within 400 m of any shop (including any other mobile or travelling shop) or stand or stall for which a permit has been issued, unless permission to do so, as an exception, has been granted at the discretion of an authorised officer. Such permission shall be specified in the licence and may only be granted where the authorised officer: has satisfied him or herself that an exception would be in keeping with the character of the area; and has consulted with, and obtained permission from the relevant Community Board.</p>
Licence Conditions	<p>Under the Public Places Bylaw the Council may impose such conditions on a mobile shop licence as it may see fit.</p>
Is the activity in keeping with the character of the area?	<p>The Public Places Bylaw requires the Council's Authorised Officer to be satisfied that granting a licence for a mobile shop to operate within 400m of any other shop would be in keeping the character of the area.</p> <p>Given the popularity of walking and cycling around the Hanmer Springs village, and the unobtrusive nature of the rickshaw operation in terms of noise and visual effects, officers consider that the activity would be in keeping with the character of the area.</p>
Reference Checks	<p>The applicant provided the following two referees on his application form:</p> <ul style="list-style-type: none"> - Adrian Palmer – Manager, Addington Coffee Co-Op Café - Mark Millar – Senior Traffic Manager, Christchurch City Council. <p>Both have been contacted and provided positive references for Mr Pawson personally and for his Cycle Chauffeur Operation.</p> <p>Mr Palmer said that the Cycle Chauffeur had brought customers to and from his business and that they always seemed to have enjoyed the experience. He described Mr Pawson as a "really genuine guy" of "exemplary character".</p> <p>Mr Millar was involved in approving The Cycle Chauffeur's operation for the Christchurch City Council. He noted that Mr Pawson has a traffic management plan, a health and safety plan. He said that Mr Pawson has consulted both NZTA and Police.</p> <p>Mr Millar says that he has not received any complaints and has no concerns with The Cycle Chauffeur.</p>

Options**Option 1: Do Nothing**

An application for a licence has been received and a decision is required. To do nothing is not an option.

Option 2: Give permission to grant the licence

The Board can choose to give permission to grant the licence. This is the recommended option.

Council Officers have made enquiries and are satisfied that Mr Pawson is a good operator, and that the activity would be in keeping with the character of the village. No legal or environmental issues have been identified.

Licence conditions can be imposed if the Board sees fit. Any conditions would be reviewed at the time of the annual licence renewal.

Option 3: Decline permission to grant the licence

The Board could choose not to give permission to grant the licence.

Appendices

1. Application form
 2. Photo of rickshaw
-



Report Prepared by: Andrew Brown
Team Leader - Compliance



Report Reviewed by: Judith Batchelor
Manager Regulatory Services

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

Application for a Licence as a Keeper of a Mobile Shop/Hawker/Itinerant Trader



1. I/We Sean Pawson
 Trading Name: The Cycle Chauffeur
 Private Address: 6 Blakiston St, Hoan Hay, Christchurch
 Business Address: 6 Blakiston St, Hoan Hay, Christchurch, 8025
 Telephone: Private: _____ Business: 0274 992829
 Date of Birth: 15/11/1958 Place: Christchurch
2. References from: (1) Adrian Palmer Manager Addington Coffee Co-op - 027 674 6177
 (2) Mark Millar Senior Traffic Manager Christchurch City Council 03941 51289
3. Type of activity involved in: Rides & Tours in a cycle rickshaw.
- (a) Is the sale of food involved YES/NO YES NO
 (b) Is food being prepared on the mobile premises? YES/NO YES NO

If YES – premises may require additional licence under Food Act 2014. Please call Licensing Team 03 314 8816 or email licensing@hurunui.govt.nz

4. Class of goods and/or services:
The rickshaw is classified as a bicycle by NZTA.
I will be offering people rides & tours
5. How will goods be distributed/sold?
Rides & tours service is written on the rickshaw. They are offered via the written advertising on the cab & wheels.
6. Hours and days of operation:
On selected occasions such as holiday weeks & weekends and during special events when the town has higher numbers of visitors & holidaymakers.
7. Type of motor vehicle and registration number (if applicable):
The rickshaw as mentioned above (4) is a bicycle with a small electric assist.
8. Where will the activities be carried out:
Around the town area venturing as far as the Alpine Adventure Holiday Park (Jack's Pass Rd) Hamner Springs Forest Camp (Jollies Pass Rd) & Woodbank Rd.

9. If you wish to operate on Council reserves have you contacted the Community Services Department of the Hurunui District Council?
YES/NO

If YES what was the result?

10. If you wish to operate on a state highway, consultation with Transit New Zealand, Christchurch is necessary. Has this occurred?
YES/NO

If YES attach copy of correspondence.

11. Have you had any previous convictions under this bylaw, any previous bylaw revoked by this bylaw, the Summary Offences Act 1981, the Summary Proceedings Act 1957 or any offence punishable by imprisonment?

YES/NO

If YES, I give permission for the Hurunui District Council to request a copy of my criminal convictions

YES/NO

What was the conviction for and when did it occur:

SIGNED: 

DATED: 11/05/2017

Please complete the form, attach the payment of \$130.00 made payable to Hurunui District Council, and send to: Hurunui District Council, PO Box 13, Amberley 7441.

Alternatively payment can be made to Hurunui District Council, Westpac, 03-0802-0946666-00. If paying by internet banking please include in the reference field the words LICENCE and your NAME or COMPANY NAME so our accounts department can identify who the payment is for.



HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hanmer Springs Community Board
Date: 26 June 2017
Significant Decision: No

Financial Report to 31 May 2017

Executive Summary The financial report to 31 May 2017 is attached.

Background The report is broken down based on funding sources:

- Hanmer Springs Amenities, which income and expenditure breakdown for:
 - Hanmer Springs Amenities Cost Centre
 - Hanmer Springs Township Cost Centre
 - Hanmer Springs Hall Cost Centre
 - Hanmer Springs Reserve Cost Centre
- Hanmer Springs Special Funds – summarising the movements in the various special funds.
- Hanmer Springs Stormwater
- Hanmer Springs Medical Centre

Financial Considerations The Board is responsible for managing the Hanmer Springs Ward Budgets.

Recommendation That the information be received.

Report Prepared by: Jason Beck
 Manager Support Services

Report Author: Author may be in attendance to speak to this report.

Financial Report for the Eleven Months to May 2017	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
HANMER SPRINGS AMENITIES RATES					
OPENING BALANCE	(867,474)	(867,474)	0	(867,474)	
REVENUE					
Rates					
Targeted Rates - Hanmer Springs Amenities Rates	347,150	354,061	(6,911)	449,285	Total Amenities Rates collected
<i>Total Rates</i>	<i>347,150</i>	<i>354,061</i>	<i>(6,911)</i>	<i>449,285</i>	
Other Income					
Amenities - Heritage Track Network Grant	5,000	5,115	(115)	5,115	
Amenities - Hanmer Track Levies	1,739	0	1,739	1,023	
Township - Recoveries	2,757	2,750	7	3,000	
Hall - Recoveries	5,572	5,500	72	6,000	Hall Charges
Reserves - Recoveries	(200)	938	(1,138)	1,023	Changes for use of the Reserves
Reserves - Motor Camp	24,077	11,722	12,355	12,788	Pine Holiday Park Rental
Reserves - Golf Rental	5,000	5,627	(627)	5,627	Golf Club Rental
<i>Total Other Income</i>	<i>43,944</i>	<i>31,651</i>	<i>12,293</i>	<i>34,575</i>	
Total Revenue	391,093	385,712	5,382	483,860	
EXPENDITURE					
General Amenities Expenses					
Salaries & wages	70,495	85,437	(14,942)	93,204	Secretarial, Community Board, Regulatory Officer and Gardeners
Purchases	7,126	0	7,126	1,023	
Conferences	0	2,813	(2,813)	3,069	Costs of attending Community Board Conference
Notice Board	0	0	0	0	
Rates	0	0	0	0	
Track Materials	1,060	7,033	(5,973)	7,673	Cost of materials relating to the track network.
Forest Tracks	5,000	5,115	(115)	5,115	Grant made to the Hanmer Heritage Forest Trust
Weedbusters	198	3,581	(3,382)	3,581	Grant to be made to Weedbusters
Travel Expenses	288	938	(650)	1,023	Travel expenses for Community Board members to attend Council meetings etc
Weather Event Contingency	0	9,378	(9,378)	10,230	Funds set aside to deal with aftermath of major weather events
Council Overheads	51,246	51,246	0	55,905	Allocation of Council Corporate Overhead to Hanmer Springs Amenities
Internal Interest Paid	54,240	58,364	(4,124)	63,669	Interest cost of internal debt held in Hanmer Amenities Account
<i>Total General Amenities Expenses</i>	<i>189,653</i>	<i>223,904</i>	<i>(34,251)</i>	<i>244,491</i>	
Hanmer Springs Township Expenses					
Salaries & wages (HS Gardeners)	50,459	20,501	29,958	22,365	Gardener's time on Township
Contractors	16,566	3,674	12,892	4,008	Additional contractors costs for township
Weed Spraying	1,323	1,146	177	1,250	Spraying of weeds
Tree Maintenance	0	924	(924)	1,008	Tree removal costs
Wasp Control	6,138	2,127	4,011	2,320	Costs relating to controlling wasps
Repairs & Maintenance	562	1,837	(1,275)	2,004	Minor repairs and maintenance costs
Purchases	4,829	2,288	2,541	2,496	Minor purchases for Gardeners
Rates	1,620	1,200	420	1,200	Cost of rates for land used as linkages for township
Banners and Christmas Parade	361	0	361	0	
Hanmer Signs	0	2,292	(2,292)	2,500	Hanmer Village Sign
Grants	1,626	100	1,526	100	Grant for Amuri Arts Council for lighting
Street Cleaning	43,250	43,083	167	47,000	Cleaning of Streets
Plant	12,328	9,174	3,154	10,008	Fuel and Depreciation of plant used by Gardeners
<i>Total Hanmer Springs Township Expenses</i>	<i>139,062</i>	<i>88,346</i>	<i>50,716</i>	<i>96,259</i>	
Hanmer Springs Hall Expenses					
Contractors	620	913	(293)	996	Internal Painting of the Hall carried out in May
Grass Mowing	1,412	1,419	(7)	1,548	Mowing around the hall
Purchases	0	462	(462)	504	Minor purchases for the hall
Rates	977	900	77	900	Cost of rates for the hall
Repairs & Maintenance	943	2,750	(1,807)	3,000	Minor repairs for the hall
Insurance	4,664	6,500	(1,836)	6,500	Insurance premiums for the hall
Electricity	6,790	1,100	5,690	1,200	Electricity for hall
Capex - Stage Upgrade	0	14,880	(14,880)	14,880	Capital Project
<i>Total Hanmer Springs Hall Expenses</i>	<i>15,406</i>	<i>28,924</i>	<i>(13,518)</i>	<i>29,528</i>	
Hanmer Springs Reserves Expenses					
Salaries & Wages (HS Gardeners)	817	10,250	(9,434)	11,182	Gardener's time on Reserves
Contractors	28,832	9,174	19,658	10,008	DEE carried out on the Pavilion cost \$16,526.
Grass Mowing - Reserves	17,208	16,500	708	18,000	Grass mowing on Amenity Reserve
Weed Spraying	0	917	(917)	1,000	Spraying of Weeds
Purchases	7,842	4,587	3,255	5,004	Equipment used by Gardeners
Rates	2,423	2,046	377	2,046	Cost of Rates for the Amenity Reserves
Sports Pavilion Rate Grant	3,767	3,500	267	3,500	Cost of insurance for the Sports Pavilion
Insurance	2,306	2,500	(194)	2,500	Cost of insurance for other buildings on the Reserves
Plant	2,608	0	2,608	0	
<i>Total Hanmer Springs Reserves Expenses</i>	<i>65,803</i>	<i>49,474</i>	<i>16,329</i>	<i>53,240</i>	
Total Expenditure	409,923	390,648	19,276	423,518	
CLOSING BALANCE	(886,304)	(872,410)	(13,894)	(807,133)	

Financial Report for the Eleven Months to May 2017	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
HANMER SPRINGS ROADSIDE CONSTRUCTION RATES					
OPENING BALANCE	48,738	48,738	0	48,738	
REVENUE					
Targeted Rates - Roadside Construction Rates	29,483	22,485	6,997	24,529	
Internal Interest Received	1,930	0	1,930	0	
Total Revenue	31,412	22,485	8,927	24,529	
EXPENDITURE					
Direct Operating Expenditure					
Footpath Maintenance	413	5,500	(5,087)	5,500	
<i>Total Direct Operating Expenditure</i>	<i>413</i>	<i>5,500</i>	<i>(5,087)</i>	<i>5,500</i>	
Capital Expenditure					
Footpath Renewals	13,814	24,549	(10,735)	24,549	
New Footpaths	0	30,000	(30,000)	30,000	
Street Lighting	0	30,000	(30,000)	30,000	
<i>Total Capital Expenditure</i>	<i>13,814</i>	<i>84,549</i>	<i>(70,735)</i>	<i>84,549</i>	
Total Expenditure	14,227	90,049	(75,822)	90,049	
CLOSING BALANCE	65,923	(18,826)	84,749	(16,782)	
HANMER SPRINGS SUBDIVISION EXPENDITURE					
OPENING BALANCE	(18,174)	(18,174)	0	(18,174)	
REVENUE					
Targeted Rates - Hanmer Springs Amenities Rates	9,378	9,378	0	10,230	
Total Revenue	9,378	9,378	0	10,230	
EXPENDITURE					
Operating Expenses					
Internal Interest Paid	848	1,706	(859)	1,861	
<i>Total Operating Expenses</i>	<i>848</i>	<i>1,706</i>	<i>(859)</i>	<i>1,861</i>	
Capital Expenditure					
Subdivision Expenditure	0	4,702	(4,702)	5,129	
<i>Total Capital Expenditure</i>	<i>0</i>	<i>4,702</i>	<i>(4,702)</i>	<i>5,129</i>	
Total Expenditure	848	6,408	(5,560)	6,990	
CLOSING BALANCE	(9,644)	(15,204)	5,560	(14,934)	
HANMER SPRINGS STORMWATER					
OPENING BALANCE	(28,098)	(28,098)	0	(28,098)	
REVENUE					
Targeted Rates - Hanmer Springs Stormwater	79,723	80,624	(901)	87,953	
Development Contributions	9,460	4,044	5,416	4,412	
Internal Interest Received	0	0	0	0	
Total Revenue	89,184	84,668	4,515	92,365	
EXPENDITURE					
Direct Operating Expenditure					
Urban stormwater assets (pipes, inlets and outlets, swales, open channels, etc.)	9,890	8,230	1,660	10,230	
Open Drains (Flax Stream and tributaries)	8,797	12,276	(3,479)	12,276	
Maintenance and monitoring under Global Discharge Consent	25,385	10,276	15,109	12,276	
Rates	3,250	0	3,250	0	
Consultants	0	0	0	11,000	
Internal Interest Paid	1,496	8,490	(6,994)	9,261	
<i>Total Direct Operating Expenditure</i>	<i>48,817</i>	<i>39,272</i>	<i>9,546</i>	<i>55,043</i>	
Capital Expenditure					
Capital Projects	137	0	137	0	
Channelization and riparian enhancement of Flax Stream and tributaries (3.8km)	114	31,946	(31,832)	34,850	
New pipe connection and upgrade at end of Caverhill Close	0	26,745	(26,745)	41,032	
Drainage improvement work in Jacks Pass Rd	46	24,853	(24,807)	27,112	
Upgrading size of Flax Stream culvert crossing under State Highway 7	0	0	0	29,176	
<i>Total Capital Expenditure</i>	<i>297</i>	<i>83,543</i>	<i>(83,247)</i>	<i>132,170</i>	
Total Expenditure	49,114	122,815	(73,701)	187,213	
CLOSING BALANCE	11,971	(66,245)	78,216	(122,946)	

Financial Report for the Eleven Months to May 2017	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
HANMER SPRINGS MEDICAL CENTRE					
OPENING BALANCE	(291,756)	(291,756)	0	(291,756)	
REVENUE					
Targeted Rates - HS Medical Centre	27,467	26,263	1,204	28,651	
Development Contributions	10,692	10,052	640	10,052	
Medical Centre Rental	8,304	8,304	(0)	9,059	
Total Revenue	46,463	44,620	1,844	47,762	
EXPENDITURE					
Insurance	3,212	4,500	(1,289)	4,500	
Contractors	1,620	935	685	1,020	
Purchases	0	462	(462)	504	
Rates	860	0	860	0	
Repairs & Maintenance	971	1,375	(404)	1,500	
Internal Interest Paid	23,267	17,962	5,305	19,595	
Total Expenditure	29,930	25,234	4,696	27,119	
CLOSING BALANCE	(275,223)	(272,371)	(2,852)	(271,113)	
HANMER SPRINGS DOCTOR'S HOUSE					
OPENING BALANCE	(422,673)	(422,673)	0	(422,673)	
REVENUE					
Targeted Rates - HS Medical Centre	45,176	50,417	(5,240)	55,000	
Rental	4,800	0	4,800	0	
Total Revenue	49,976	50,417	(440)	55,000	
EXPENDITURE					
Rates	2,077	2,400	(323)	2,400	
Insurance	1,278	1,400	(122)	1,400	
Internal Interest Paid	19,614	26,148	(6,534)	28,525	
Total Expenditure	22,969	29,948	(6,980)	32,325	
CLOSING BALANCE	(395,665)	(402,204)	6,539	(399,998)	
HANMER SPRINGS TOWNSHIP DEVELOPMENT CONTRIBUTIONS FUND					
OPENING BALANCE	(351,235)	(351,235)	0	(351,235)	
REVENUE					
Development Contributions	26,272	28,686	(2,414)	31,294	
Transfer from Amenities	0	0	0	0	
Total Revenue	26,272	28,686	(2,414)	31,294	
EXPENDITURE					
Internal Interest Paid	20,871	20,570	300	22,440	
Total Expenditure	20,871	20,570	300	22,440	
CLOSING BALANCE	(345,833)	(343,119)	(2,715)	(342,381)	
HANMER SPRINGS HALL DEVELOPMENT CONTRIBUTIONS FUND					
OPENING BALANCE	(23,924)	(23,924)	0	(23,924)	
REVENUE					
Development Contributions	6,534	5,912	623	6,449	
Total Revenue	6,534	5,912	623	6,449	
EXPENDITURE					
Internal Interest Paid	1,210	1,300	(90)	1,418	
Total Expenditure	1,210	1,300	(90)	1,418	
CLOSING BALANCE	(18,600)	(19,313)	713	(18,894)	
HANMER SPRINGS WALKWAY DEVELOPMENT CONTRIBUTION FUND					
OPENING BALANCE	10,395	10,395	0	10,395	
REVENUE					
Development Contributions	2,822	3,825	(1,003)	4,173	
Internal Interest Received	400	825	(425)	900	
Total Revenue	3,222	4,650	(1,428)	5,073	
EXPENDITURE					
Contractors	0	0	0	0	
Total Expenditure	0	0	0	0	
CLOSING BALANCE	13,617	15,045	(1,428)	15,468	

Financial Report for the Eleven Months to May 2017	Year to Date Actual	Year to Date Budget	Year to Date Variance	Full Year Budget	Notes
WAIAU FERRY BRIDGE FUND					
OPENING BALANCE	38,509	38,509	0	38,509	
REVENUE					
Bungy Jump Royalties	0	0	0	4,092	
Internal Interest Received	1,252	1,149	103	1,253	
Total Revenue	1,252	1,149	103	5,345	
EXPENDITURE					
Repairs & Maintenance	0	0	0	0	
Total Expenditure	0	0	0	0	
CLOSING BALANCE	39,761	39,658	103	43,854	
HANMER TOURISM FUND					
OPENING BALANCE	66,127	66,127	0	66,127	
REVENUE					
Bungy Jump Royalties	0	0	0	3,274	
Internal Interest Received	2,149	0	2,149	0	
Total Revenue	2,149	0	2,149	3,274	
EXPENDITURE					
Key Tourism Project	18,139	0	18,139	0	
Total Expenditure	18,139	0	18,139	0	
CLOSING BALANCE	50,138	66,127	(15,989)	69,401	
HANMER SPRINGS DOMAIN UPGRADE DEVELOPMENT CONTRIBUTION FUND					
OPENING BALANCE	30,731	30,731	0	30,731	
REVENUE					
Development Contributions	7,474	16,517	(9,042)	18,018	
Internal Interest Received	1,151	1,557	(405)	1,698	
Total Revenue	8,626	18,073	(9,447)	19,716	
EXPENDITURE					
Contractors	0	0	0	0	
Total Expenditure	0	0	0	0	
CLOSING BALANCE	39,357	48,804	(9,447)	50,447	
HANMER SPRINGS PAVILION FUND					
OPENING BALANCE	17,636	17,636	0	17,636	
REVENUE					
Internal Interest Received	571	117	454	127	
Total Revenue	571	117	454	127	
Operating Expenditure					
Transfer to Amenities to fund feasibility work from prior year	0	0	0	0	
Total Expenditure	0	0	0	0	
CLOSING BALANCE	18,207	17,753	454	17,763	
HANMER SPRINGS RESERVES CONTESTABLE FUND					
OPENING BALANCE	23,570	23,570	0	23,570	
REVENUE					
Allocation from Council	8,333	8,333	0	8,333	
Total Revenue	8,333	8,333	0	8,333	
EXPENDITURE					
Reserves Projects	0	7,639	(7,639)	8,333	
Total Expenditure	0	7,639	(7,639)	8,333	
CLOSING BALANCE	31,904	24,264	7,639	23,570	

HANMER SPRINGS COMMUNITY BOARD
RESERVES CONTESTABLE FUND
AS AT 31 MAY 2017

Organisation/Project	Total Amount Granted	Spent to date - Payee	Date	Amount	Balance Remaining
Playground Equipment Allocation (2008-2009)	15,000.00	PLAYCOEQ - PLAYCO INSTALLATION	19/03/2008	15,000.00	0.00
Cemetery Rockwall (2008-2009)	15,000.00	TOPP EARTHMOVIN - HANMER SPRINGS CEMETERY	7/04/2011	3,490.00	
Cemetery Rockwall (2009-2010)	<u>1,300.00</u>	MARBLE POINT WINERY - WAI AU RIVER ROCK WALL	5/10/2011	<u>12,810.00</u>	
	16,300.00			16,300.00	0.00
Shade Sail (2009-2010)	4,353.38	WWSS - COMMERCIAL SHADE SAIL	29/06/2009	2,176.69	
		WWSS - COMMERCIAL SHADE SAIL	17/09/2009	<u>2,176.69</u>	
				4,353.38	0.00
Notice Board (2009-2010)	1,303.74	DOBBY - PUBLIC NOTICE BOARD HANMER SPRINGS	7/08/2009	1,303.74	0.00
Hanmer Springs Sports Club (2013-2014)	1,731.30	Excess Insurance - approved by HSCB	31/07/2013	1,731.30	0.00
Hanmer Springs Pavilion Fund		Balance of Contestable Fund Transferred	30/06/2013	47,209.55	0.00
Balance 2009-2010	5,542.88				
Balance 2010-2011	8,333.33				
Balance 2011-2012	16,666.67				
Balance 2012-2013	<u>16,666.67</u>				
	47,209.55				
Playground Equipment	9,698.00	Playground Centre	28/06/2016	9,698.00	0.00
Unallocated Funds					
2013-2014 Contestable Fund	5,237.37				
2014-2015 Contestable Fund	10,000.00				
2015-2016 Contestable Fund	8,333.33				
2016-2017 Contestable Fund	<u>8,333.33</u>				
	31,904.03				31,904.03
TOTALS	127,500.00			85,897.97	31,904.03

Funded by:

2007-2008-2009 Contestable Fund	30,000.00
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	<u>8,333.33</u>
	127,500.00

HURUNUI DISTRICT COUNCIL MEETING REPORT



To: Hanmer Springs Community Board

Date: 26 June 2017

Significant Decision: No

Water Scheme Current Status

Recommendation THAT THE INFORMATION BE RECEIVED

Executive Summary

Over the past 12 months, work has been undertaken on the Hanmer Springs water supply scheme to improve the reliability of supply, enhance communications & remote management and advance protection to the community.

These improvements have all been endorsed by the CDHB's Drinking Water Assessor (DWA) and subject to CDHB approval, this plant should achieve the highest rating within the drinking water standards. However, it must be noted that vulnerabilities still exist within the scheme and there is always further room for improvement.

Water Source

Significant work has been seen in the Rogerson river to improve the quality of water received, reliability of that water quality and reduced safety risks to workers.

Many years ago for reasons unbeknown to the current 3 Waters team, galleries further upriver from the Weir were abandoned. 2 of these have been found, exposed and recommissioned. These galleries remove the reliance on a single entry at the Weir that was prone to blockage in times of high river flows.

These galleries take water at a depth of ~8m and this provides some primary filtration, thus reducing turbidity concerns. At times of high water usage these galleries provide insufficient water so additional water is taken directly from the Weir. This load balancing is managed automatically and where water reserves are high and water isn't required it will still be spilled back into the river. This process has significantly increased the reliability of supply while ensuring the least turbid water is taken.

The practice of cleaning the Weir is a manual one. This means a worker enters the river, climbs the Weir and walks through the river, cleaning the silt and gravels with a shovel. This practice puts the worker at risk of falling and/or drowning. With the new galleries in use, this has meant reduced reliance on this water entry point, therefore reduced requirement to enter the river. In the limited times when this work is required a worker can now connect via a safety harness to a safety wire preventing falling

Water Treatment

There were existing vulnerabilities within treatment plant meaning a low flow of water could continue to run through the site even if the power was off. The system control was modified so the line through which this was

occurring could be isolated to prevent this from happening.

A chlorine dosing plant has been installed permanently so that in times when required, chlorine can be automatically introduced to protect public health. This system is configured to introduce chlorine in times when turbidity is high. As previously stated in this report, turbidity is being managed to keep it to as low levels as possible. When water above 1.5 NTU turbidity, chlorine is being introduced to the network because the particles in the turbid water can potentially reduce the effective intensity of the UV plant.

A successful flocculent (**floc**) trial has been conducted resulting in improved capability of the filtration system. Floc acts as a coagulant, binding small water particles together prior to entering the filtration system. Having bound particles together, they become larger which get caught more readily by the filtration system and are removed from the water supply. The floc being used has been endorsed by the DWA and the resulting water source is still well short of the maximum allowable values (MAV) in the drinking water standards 2008. Currently this system can be manually activated when the turbidity is high to maintain both bacterial and protozoa compliance with the drinking water standards.

Communications

Prior to this work, there have been no direct communications between the tank farm and the treatment plant. This was attributable to the cause of untreated water flowing through the treatment plant when the UV wasn't running.

This newly installed communications infrastructure means the flow between the 2 sites is under control and provides visibility of the UV system and full control of the site remotely

Next Steps

Floc to be permanently activated, as the plant was intended to operate

Further resilience to be built into the communications infrastructure by linking into the HDC network at the pools

The rectangular reservoir continues to be a contamination risk. Permanent chlorine dosing is being considered and likely to be implemented until this risk is addressed.

Report Prepared by:

Rick Dobbs

3 Waters Preventative Maintenance Engineer

Report Approved by:



Dan Harris

Manager Infrastructure Services - Delivery

Officer in Attendance:

An officer will be in attendance to speak to their report.

HURUNUI DISTRICT COUNCIL MEETING REPORT



SECRETARY REPORT COVER

To: Hanmer Springs Community Board

Date: 26 June 2017

Correspondence

Executive Summary Copies of correspondence both inwards and outwards are attached for the Board's information.

Appendices

- Mel Wilson re Chisholm Park Playground

**Report Cover
Prepared by:**

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

Maree Hare

Committee Secretary

Hi Mel

Thank you for taking the time to email Councillor Fletcher with your concerns regarding the Chisholm Park playground. The Hanmer Springs Community Board considered this item as part of Urgent Business at its meeting on 22 May 2017. At that meeting it was agreed by the Board that the slide be replaced forthwith. Since then, I can advise that the Council's Property Administration Officer has obtained quotes and the purchase of the replacement slide should now be well underway.

The Board discussed the other items in your email and I can advise that shade sails are routinely set in place through the summer months and this practice will continue. There is currently no plan to fence this playground as it is anticipated that children playing in that area will be under the care of parents. There are also many other playground/park options around the Village including the area at the Domain which is well off the road.

One thing I omitted from my previous email is that the Community Board makes a regular investment in additional playground equipment with the most recent being additional items at the Domain targeted at older children. The Board has already signalled that the next spend will be to improve equipment for younger children so if you have any ideas as to where and what types of equipment would be good, please don't hesitate to let us know your suggestions.

Kind regards
David Smith
Chairperson
Hanmer Springs Community Board

HURUNUI DISTRICT COUNCIL MEETING REPORT



SECRETARY REPORT COVER

To: Hanmer Springs Community Board

Date: 26 June 2017

Council Meeting Updates – 25 May 2017

Executive Summary A brief summary of the reports and discussions from the May 2017 Council meeting.

Appendices

- Council Meeting Update – 25 May 2017
-

**Report Cover
Prepared by:**

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

Maree Hare

Committee Secretary

Council Meeting Update – 25 May 2017

Below is a brief summary of the reports and discussions from the 25 May 2017 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.)

Appointment of a Cheviot Ward Committee Member

The Cheviot Ward Committee did not fill all its positions at its Triennial Meeting and at its meeting on 26 April 2017, it nominated an additional member, Doug Taylor. The Council approved the appointment of Doug Taylor as a member of the Cheviot Ward Committee.

Representation Review Subcommittee

Local authorities are required to review their representation arrangements at least once every six years. As part of the review, a local authority can take a fresh look at the structure of its membership and the way they are elected. This could affect the total number of members, whether they come from a ward or 'at large' across the wider district, the boundaries of wards and constituencies, or the names of wards and constituencies. A representation review must be publicly notified by the Council no later than 31 August in the year before an election, in this case, 31 August 2018. The Council last did a representation review in 2012 which took effect for the 2013 local government election. The Council's next review must be completed to meet the 2019 election deadlines. The Council appointed a working group of Councillors Marie Black, Fiona Harris and Geoff Shier to initiate the representation review and to bring options to the Council for consideration.

Hurunui Tourism Board Strategy

The Hurunui Tourism Strategy 2017-2022 was adopted by the Council. This had been developed by the Hurunui Tourism Board in response to the opportunities currently available in the tourism industry, an industry that is experiencing significant growth. This strategy replaces the previous 2015-2020 strategy and was the result of workshops and discussions at Board meetings throughout the latter half of 2016 and early 2017. The draft strategy went out for public consultation in April and the Board received six submissions, all of which supported the strategy.

Remuneration Authority Correspondence – May 2017

The Remuneration Authority sought feedback on proposed changes to the Elected Members' Remuneration structure for both the 2017/2018 year and in respect to longer term issues. The Council worked through the questions raised by the Remuneration Authority and provided feedback on the aspects set out in part two – proposed immediate changes. The Council agreed to consider the information listed in part three – longer term proposals, at its August Council meeting.

Earthquake Recovery Progress Report

The Council received a progress report noting that it is now seven months since the Hurunui/Kaikoura earthquakes of 14 November 2016. Legally the transition period notice that enables the transition from emergency response to recovery will remain in place until 9 June 2017. Recovery team activity has peaked and the team is now in a process of downsizing with the aim of transferring responsibility for long term recovery to the permanent Council organisation. The Earthquake Recovery Manager was in attendance to give an oral update on specific recovery processes.

Hurunui Tourism Board Update

The Council received an update on the recent activity of the Hurunui Tourism Board.

Hurunui-Waiiau Zone Committee Update

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

Report from the Finance, Audit and Risk Committee

The Council received the report from the Finance, Audit and Risk Committee meeting on 11 May 2017. Committee Chairperson, Cr Davison, presented the report and summarised the discussions.

Report from the Regulatory Committee

The Council received the report from the Regulatory Committee meeting on 11 May 2017. Committee Chairperson, Cr Black, presented the report and summarised the committee discussions.

Report from the Public Services Committee

The Council received the report from the Public Services Committee meeting on 18 May 2017. Committee Chairperson, Cr Harris, presented the report and summarised the committee discussions.

Presentation from the Council's Treasury Advisor

The Council's Treasury Advisor, Brett Johanson, PWC, gave a presentation on the Council's Treasury Risk Management Policy. The presentation covered background to the Treasury Management and Liability Management Policy, requirements of the Local Government Act for the Council to be a prudent financial manager, liquidity and funding management, interest rate risk management and an update on activity regarding the Local Government Funding Agency (LGFA).

PORTFOLIO	HELD BY	UPDATE	RECOMMENDATION
Finance	Chris Preston		
Infrastructure (includes Water, Sewerage, Storm water and Waste and Recycling, waterways and sustainability)	Mary Holloway & Chris Hughey		
Community Facilities (including the Hanmer Springs Memorial Hall, Sports Pavilion and Library)	Cr Fletcher, Rosemary Ensor & Chris Hughey		
Public Relations	David Smith		
Planning and Consents	David Smith		
Gardens and Reserves (Township gardens and Reserves, Cemetery, Domain and Road Reserves)	Rosemary Ensor Chris Hughey & Cr Fletcher	Woodbank Road - work is underway to scrape the grass off the verges and re-shape the swales.	
Business Association liaison Security Camera Payment for signage on SH7	Mary Holloway		
Tourism Village Wireless Network	Chris Preston & Cr Fletcher		
Chatterton River Restoration	Cr Fletcher		
Queen Mary Historic Reserve Scoping Plan for relocation of the Morgue	Rosemary Ensor & Cr Fletcher	Earthquake damaged chimneys on all three buildings have been removed and buildings made weather-tight.	
Community/Social Liaison (including Emergency Services)	Chris Hughey		
Environmental	Chris Hughey		
Ngai Tahu liaison	Chris Hughey		

Delegations of Responsibility -

- Finance – Chris Preston
- Infrastructure (includes Water, Sewerage, Storm water and Waste and Recycling, waterways and sustainability) - Mary Holloway and Chris Hughey
- Community Facilities (including the Hanmer Springs Memorial Hall, Sports Pavilion and Library) – Cr Fletcher, Rosemary Ensor and Chris Hughey
- Public Relations – David Smith
- Planning and Consents, Representative on Hearing Panel for Resource Consents – David Smith
- Township gardens and Reserves, Cemetery, Domain and Road Reserves (Rosemary Ensor Chris Hughey and Jason Fletcher)
- Hanmer Springs Business Association liaison – Mary Holloway
- Tourism – Chris Preston and Cr Fletcher
- Chatterton River Restoration – Cr Fletcher
- Queen Mary Historic Reserve – Rosemary Ensor and Cr Fletcher
- Community/Social Liaison including Emergency Services) – Chris Hughey
- Environmental – Chris Hughey
- Ngai Tahu liaison – Chris Hughey

Delegations to the Hanmer Springs Community Board:

Where funded by Hanmer Springs ward (amenity) rates, the Council delegates governance responsibility and local policy determination in respect of:

- Recreation reserves (in consultation with any Local Reserve Advisory Groups)
- Ward beautification
- Stormwater
- Footpaths
- Street lighting
- Township maintenance
- Public halls

Governance in the above areas will include:

- Setting priorities for work programmes approved in the Long Term Plan and Annual Plan for the Hanmer Springs Ward.
- Monitoring Activities.
- Approval of tenders for contract (within the above areas of responsibility) within budget and which exceeds officer authorisation.

With respect to local reserves, the Council delegates responsibility:

- For the disbursement of funds from the reserves funding account for the day-to-day maintenance of these reserves in accordance with the Financial Delegations Policy.
- To prioritise and recommend to Council future capital development on reserves as part of the Long Term Plan and Annual 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 policies.
- To liaise with local reserve advisory groups where they exist, to provide appropriate delegations and to ensure accountability and transparency in the management of local reserves.

Advisory Role

- With respect to governance of the district's water schemes, the Hanmer Springs Community Board may appoint one representative to the Council's Water Liaison Committee, with specific focus on the Hanmer Springs water supply. This role includes representing local concerns and recommending priorities for the services and development within the water supply scheme.
- The Hanmer Springs Community Board will have an advisory role and be consulted with respect to levels of service for contracts for lawn mowing and toilet cleaning (where funded district-wide), in the ward area.

The Hanmer Springs Community Board may delegate its powers to distribute funds from the Hanmer Springs Tourism Promotion Fund to a committee comprising all members of the Hanmer Springs Community Board and one representative from Wood Scenic Line Limited trading as "Welcome Aboard".

Matters that must be processed by way of recommendations to the Council include:

- District Plan policy which affects the Hanmer Springs Ward
- Hanmer Springs public toilets (funded by the general rate)
- Hanmer Springs cemetery
- Pensioner flats
- Annual estimates
- Roothing (including traffic management and controls)
- Temporary road closures
- Local civil defence
- Waste management
- Amuri Avenue Reserve, Conical Hill Reserve and Dog Creek Reserve funded from the general rate

THAT THE COUNCIL RESOLVES THAT THE HANMER SPRINGS WARD COUNCILLOR JASON FLETCHER IS THE COUNCIL'S REPRESENTATIVE ON THE HANMER SPRINGS COMMUNITY BOARD.

THAT THE COUNCIL DELEGATES THE POWER TO ACT IN THE ABOVE AREAS TO THE HANMER SPRINGS COMMUNITY BOARD.