



Rangitikei District Council

Telephone: 06 327-0099

Facsimile: 06 327-6970

Rangitikei
UNSPOILT...

Hunterville Community Committee

Order Paper

Monday, 16 February 2015 at 6.30pm

**Library, Hunterville Town Hall, Bruce Street,
Hunterville**

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair

Charlie Lewis

Membership

Jean England, Maureen Fenton, Karen Kennedy, Jean Signal, Erina True, Jane Watson

His Worship the Mayor, Andy Watson, (ex officio)

Councillor Dean McManaway or any one other Councillor

Please Note: Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.



Rangitikei District Council

Huntermville Community Committee Meeting

Order Paper – Monday 16 February 2015 – 6:30 p.m.

Contents

1	Welcome	2	
2	Apologies	2	
3	Confirmation of minutes.....	2	Attachment 1, pages 5-9
4	Council decisions on recommendations from the Committee	2	<i>Agenda note</i>
5	Huntermville Town Centre Plan	2	<i>Agenda note</i>
6	Rules and regulations applying to the Huntermville Huntaway Festival – the Shemozzle	2	Attachment 2, pages 10-12
7	Small Projects Grant Scheme.....	2	<i>Agenda note</i>
8	General business.....	3	
9	Date of next meeting	3	
10	Meeting closed	3	

The quorum for the Huntermville Community Committee is 4 non Council members plus one elected member of Council

At its meeting of 28 October 2010 Council resolved that 'The quorum at any meeting of a standing committee or sub-committee of the Council (including Te Roopu Ahi Kaa, the Community Committees, the Reserve Management Committees and the Rural Water Supply Management Sub-committees) is that required for a meeting of the local authority in SO 2.4.3 and 3.4.3.'

1 Welcome

2 Apologies

3 Confirmation of minutes

Recommendation

That the Minutes of the Hunterville Community Committee meeting held on 20 October 2014 be taken as read and verified as an accurate and correct record of the meeting.

4 Council decisions on recommendations from the Committee

The following recommendation was confirmed by Council at its meeting on 27 November 2014:

14/HCC/018

That the Hunterville Community Committee recommends that the library be relocated to the Hunterville Consolidated School.

5 Hunterville Town Centre Plan

The Hunterville Town Centre Plan Steering Group will meet on Saturday the 21 February, where work will begin on the Makeover of the Queens Park entrance and surrounds.

A further working bee will be scheduled after completion of the Queens Park project and will focus on upgrading the children's playground area. The Hunterway dog will provide the focus for a themed trail to locate his missing sheep, whilst guiding visitors into the town centre.

6 Rules and regulations applying to the Hunterville Huntaway Festival – the Shemozzle

A report is attached.

File ref: 1-CO-4-7

Recommendation

That the report on rules and regulations for the Shemozzle festival be received.

7 Small Projects Grant Scheme

The balance of the Small Projects Grant Scheme for the Hunterville Ward is \$488 (being the allocation of \$888 minus the \$400 spent).

8 General business

9 Date of next meeting

Monday 20 April 2015, 6.30 pm

10 Meeting closed

Attachment 1

Rangitikei District Council

Huntermville Community Committee Meeting

Minutes – Monday 20 October 2014 – 6:30 p.m.

Contents

1	Welcome	2
2	Apologies	2
3	Confirmation of minutes.....	2
4	Council decisions on recommendations from the Committee	2
5	Huntermville Town Centre Plan	2
6	Fitness trail proposal – Huntermville Domain	2
7	Huntermville Community Library.....	3
8	Review of Waste Management and Minimisation Plan.....	3
9	Proposed Significance and Engagement Policy, Local Approved Products Policy, Dog Control and Owner Responsibility Policy, and Control of Dogs Bylaw.....	3
10	General business.....	4
11	Date of next meeting	4
12	Meeting closed	4

Present:

C Lewis (Chair)
J England
M Fenton
K Kennedy
J Signal
E True
J Watson
Cr D McManaway

In attendance:

Ms Gaylene Prince, Community & Leisure Services Team Leader

1 Welcome

The Chair welcomed everyone to the meeting, extending a special welcome to Gaylene Prince, Community & Leisure Services Team Leader for the Rangitikei District Council.

2 Apologies

That the apology for absence from His Worship the Mayor, Andy Watson, be received.

C Lewis / J England. Carried

3 Confirmation of minutes

The Committee agreed that the recommendation on the allocation of the Small Projects Grant Scheme towards the production of the Bulletin be amended to \$400 (not the full allocation of \$888).

Resolved minute number

14/HCC/017

File Ref

That the Minutes of the Hunterville Community Committee meeting held on 18 August 2014 be taken as read and verified as an accurate and correct record of the meeting.

K Kennedy / J Watson. Carried

4 Council decisions on recommendations from the Committee

The Committee noted that there were no recommendations from the Committee presented to Council's 28 August 2014 meeting.

5 Hunterville Town Centre Plan

The Committee acknowledged the update on the Hunterville Town Centre Plan.

D Peterson is the Chair of the steering group, and there is a lot of enthusiasm within the Community. Cr McManaway explained that the Lions Club and the Rugby Club are on board with the Town Centre Plan, and that Council has pledged \$2,000 towards a number of proposed projects under the plan. Each of these projects will have a project manager, and the first project will be the bridge over the stream by the playground.

Plunket have also pledged \$2,500 to be spent around the playground area.

6 Fitness trail proposal – Hunterville Domain

The Committee was in favour of the proposed fitness trail by Hunterville School, as long as it complies with any Council requirements.

7 Hunterville Community Library

The Committee agreed that the library be relocated to the School and acknowledged that the Library Committee was happy to liaise with the School.

Resolved minute number **14/HCC/018** **File Ref**

That the Hunterville Community Committee recommends that the library be relocated to the Hunterville Consolidated School.

C Lewis / M Fenton. Carried

8 Review of Waste Management and Minimisation Plan

Resolved minute number **14/HCC/019** **File Ref**

- 1 That the presentation on the Waste Management and Minimisation Plan (to Council's Assets/Infrastructure Committee meeting of 28 August 2014) be received.
- 2 That the Hunterville Community Committee agrees with deferring a review of the Waste Management and Minimisation Plan until the 2018 Long-Term Plan is being prepared

C Lewis / M Fenton. Carried

9 Proposed Significance and Engagement Policy, Local Approved Products Policy, Dog Control and Owner Responsibility Policy, and Control of Dogs Bylaw

The Committee discussed the proposed Policies and Bylaw, and the supplied submission forms were completed and signed by the Chair and Secretary.

Resolved minute number **14/HCC/020** **File Ref**

That the Hunterville Community Committee prepares submissions on the proposed Significance and Engagement Policy, Local Approved Products Policy, Dog Control and Owner Responsibility Policy, and Control of Dogs Bylaw.

J Watson / K Kennedy. Carried

10 General business

Old Toilet Block

The toilets behind the old Fire Brigade building are to be demolished, due to safety concerns.

Picnic Table and Seats by Centennial Hall

Gaylene Prince was asked to follow up on the replacement of the picnic table and seats by Centennial Hall.

Town Signs

C Lewis pointed out that some of the town signs were looking 'scruffy'. Gaylene Prince agreed to pass on this comment to the relevant council officer.

11 Date of next meeting

Monday 15 December 2014, 6.30 pm

12 Meeting closed

Confirmed/Chair: _____

Date: _____

Attachment 2



Rangitikei
UNUSUALLY...

REPORT

SUBJECT: **Rules and regulations applying to the Hunterville Huntaway Festival – Shemozzle**

TO: Hunterville Community Committee

DATE: 22 January 2015

FILE: 1-CO-4-7

1 Executive Summary

- 1.1 The purpose of the report is to brief the Committee on the rules and regulations that need to be met when holding a large scale event within the District such as the Shemozzle.
- 1.2 The Council has certain legal obligations that it has to be satisfied are met under the Building Act, Sale and Supply of Alcohol and Food Hygiene Regulations to ensure that health and safety issues are addressed.

2 Background

- 2.1 The festival has been running for several years and seems to be growing in the number of competitors, stall holders and visitors each year. It attracts between 3,000 and 5,000 people ranging in ages and hosts a range of activities from 11:00 am to 11:00 pm. Activities such as the supply and sale of alcohol and food and erecting large structures trigger requirements under various different pieces of legislation. The main emphasis is the health and safety of people attending the festival.
- 2.2 Although a vast amount of events are hosted outdoors and in various locations, there are several events and activities that take place within the marque.
- 2.3 At Council's meeting on 27 November 2014, the Mayor noted that the organisers of the Shemozzle committee were finding the rules and regulations quite tough and that the matter would be on the Committee's agenda at its first meeting for 2015.

3 Comment

- 3.1 It would seem that from about 3:45 pm the marque becomes the main focal point for the festival, starting with the prize-giving, shearing challenge, followed by a band and ending at 11.00 pm.

- 3.2 The marque is 600 m² and the layout of seating accommodates several hundred people and coincides with activities of sale and supply of alcohol and preparing, selling and supplying food all within the confines of the marque.
- 3.3 The combination of these activities with limited escape routes (two) means measures have to be in place to ensure the health and safety of people attending and working in the marque. The Council has certain legal obligations that it has to be satisfied are met under the Building Act, Sale and Supply of Alcohol and Food Hygiene Regulations.
- 3.4 In 2014, for the first time, Council insisted that, due to size of the marque, the Shemozzle committee apply for a building consent and address 'escape from fire (evacuations procedures)' as part of the consent process. This was discussed with the committee after the 2013 event by my predecessor who attended the festival in person and was partly related to a concerns expressed from the New Zealand Fire Service and the continuous growing of the event's popularity.
- 3.5 From past experience, as events grow and become larger and larger in scale, it is not uncommon that a higher level of health and safety measures are applied and required as the risk increases. The only new requirements I can see the committee has been asked to address is the requirements under the Building Act for a building consent. The cost for consent excluding Government levies was waived by the Chief Executive.
- 3.6 One matter I will seek clarification from the Shemozzle committee is with evacuation procedures. The only evidence on Council's file is a generic Hirepool evacuation template used for the 2014 event which is not site specific.
- 3.7 The festival has always been expected to meet the requirements around the Food Hygiene Regulations and the Supply and Sale of Alcohol Act with regards to selling and supplying food and alcohol during the event.

4 Conclusions

- 4.1 The measures and requirements placed on the Shemozzle committee are appropriate in relation to the size and scale for such events and are there to enhance and promote health and safety for all people attending the festival.

5 Recommendation

- 5.1 That the report on rules and regulations for the Shemozzle festival be received.

Johan Cullis
Environmental & Regulatory Services Team Leader